



## 2024-2025 Contracting Memo

MEMO

To: Executive/Budget/Audit Committee  
Chair: Jeff Silvestrini, Co-Chair: Erin Mendenhall, Treasurer and Secretary: Christopher F. Robinson

CC: Laura Briefer, Salt Lake City Public Utilities

From: Sam Kilpack, Director of Operations  
Lindsey Nielsen, Executive Director  
Mia McNeil, Community Engagement Coordinator

Subject: 2024-2025 Contracting Memo

Date: April 15, 2024

This memo serves as a summary of our 2024-2025 contract changes and renewal needs.

**Audit:** The Board recently approved Resolution 2024-06 which allows Greg Ogden to perform the CWC's audits for fiscal year 2023-2024 (\$6,000) and 2024-2025 (\$6,100). *No further action is currently needed.*

**Government Relations:** The Fourth Amendment of our contract with Casey Hill of Lincoln Hill Partners expires on June 30, 2024. We have historically paid him \$40,000 per fiscal year for his help with securing state appropriations and lobbying for the CWNCRA. ***We will need a Fifth Amendment to extend this contract.***

**Accounting:** Our contract with our accountant, Dave Sanderson, will automatically renew on July 1, 2024. His rate of \$750/month will remain unchanged. *No further action is currently needed.*

**Transcription:** Our contract with our transcriber, Teri Forbes, will automatically renew on July 1, 2024. Her rate will be increasing on July 1, 2024 from \$37.50/hour to \$40.00/hour. Her contract allows for reasonable rate increases at renewal to account for inflation. *No further action is currently needed.*

**Legal:** Our contract with our attorney, Shane Topham, will automatically renew on July 1, 2024. His rates will undergo a CPI adjustment, effective July 1, 2024, from about \$260/hour to about \$276/hour, as allowed by his contract every two years at renewal. *No further action is currently needed.*

### Tri-Canyons Restroom Maintenance:

- **EcoBrite:** After meeting with the Forest Service and Salt Lake City Public Utilities, we have decided to continue to contract with EcoBrite based on the value of the service for the price and our contracting partners' satisfaction with EcoBrite's level of performance. This contract expires on June 30, 2024 and will not automatically renew, so ***we will need an amendment to continue.***
- **Salt Lake City Public Utilities:** Salt Lake City Public Utilities drafted our current contract, and it expires



12 months from the date of its recording by the City Recorder, which was December 13<sup>th</sup>. Staff is working with SLCPU to prepare a new contract to begin in alignment with our fiscal year and new EcoBrite contract.

- **US Forest Service:** Our contract with the Forest Service was drafted by the Forest Service, and staff is working with them to have a renewal prepared in time for the June Board meeting with no major changes.
- **Town of Brighton:** Our Interlocal Agreement with Town of Brighton expires on June 30, 2024 and will not renew. **We will need an amendment or another ILA to continue.**