



Rate Schedule for Georgetown Divide Public Utility District - Legal Counsel Services

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Presented By:

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Fee Proposal

Our Firm understands the challenges public agencies face in trying to balance selecting a firm that is the most qualified with the firm that is the most cost-effective. White Brenner combines both of these factors by implementing more cost-effective and efficient systems for delivering high quality legal services in a timely fashion and at an affordable cost. We believe the quality and depth of our experience and expertise is unmatched by any other firm, large or small.

Our Firm will monitor the District's legal expenses and budget on a regular basis. Actively monitoring expenses allows our Firm the ability to work with the Board of Directors and General Manager to proactively address any budgetary concerns and set expectations. Overwhelmingly, our Firm is able to keep legal charges at or below the budgeted amount. However, when adjustments need to be made it is largely due to unforeseen issues such as unexpected litigation. When these unexpected events do occur, the Board of Directors and General Manager are immediately informed and an estimated budget for the unexpected event is created. Most importantly, the Board of Directors and General Manager are put in a position to be able to put together a budgetary plan even when the unexpected happens.

During the interview process, our Firm would welcome the opportunity to discuss a fee structure that would best suit the District's needs. Until then, the Firm proposes the following compensation arrangement. Below is an hourly fee structure for our public clients, which reflect our discounted rates for both General Counsel and Specialized services.

Hourly Billing

The Firm will bill straight by-the-hour for General Counsel legal services based on the current contract with the District. Hourly time is billed in increments of 1/10 of an hour.

General Counsel Legal Services: For General Counsel legal services, the Firm proposes the following hourly rates:

- Partner: \$201
- Of Counsel: \$201
- Senior Associate: \$201
- Associate: \$201
- Law Clerk: \$118
- Paralegal: \$118
- Administrative: No Charge

Examples of General Counsel legal services are as follows:

- Routine legal advice, consultation, and opinions to the District and staff;
- Assistance in the preparation and review of agendas for Board meetings and other special meetings;
- Review of agreements, contracts and related documents, forms, notices, and other documents required by the District;
- Attendance, in-person or via video or teleconferencing, at scheduled Board meetings or other meetings as requested by the Board;
- Routine employment law advice and counsel; and
- Coordinating the work of outside legal counsel as needed and as directed by the Board and General Manager.

Special Counsel & Litigation Legal Services: For Special Counsel legal services, the Firm is proposing the following hourly rates:

- Partner: \$258
- Of Counsel: \$258
- Senior Associate: \$258
- Associate: \$258
- Law Clerk: \$129
- Paralegal: \$129
- Administrative: No charge

Special Counsel legal services will be provided in addition to, and billed separately from, the General Counsel legal services. Special Counsel legal services include all research, preparation, and follow through on various types of specifically requested special service matters including, but not limited to, litigation, water, environmental, and complex labor and employment services, which will be provided at the hourly rates listed above.

Reimbursable Services: Legal services provided to the District for which the District receives reimbursement (i.e., from a developer or other third party), would be billed at the Firm's then current published standard private client rates, minus ten percent (10%). For Reimbursable Services, the Firm is proposing the following hourly rates:

- Partner: \$431 - \$509
- Of Counsel: \$431- \$509
- Senior Associate: \$318 - \$369
- Associate: \$318 - \$369
- Law Clerk: \$205
- Paralegal: \$205
- Administrative: No Charge

The Firm does not charge for administrative professionals.

Reimbursements and Expenses

The Firm makes no separate charge for secretarial or other administrative charges. Our fees include all routine word processing, secretarial, and office costs associated with the provision of legal services.

Reimbursement of costs advanced by us on behalf of the District, as well as other expenses, will be billed in addition to the amount billed for fees. These currently include, but are not limited to, automobile mileage at the authorized IRS rate, actual expenses away from our office on District business, long distance telephone calls, extraordinary photocopy charges at \$0.20/page, and any costs of producing or reproducing photographs, documents, and other items necessary for legal representation.

Travel Billed to the District

The Firm normally charges actual attorney travel time and mileage when our physical presence is requested. In order to save the District on costs related to travel, we would appear at regular meetings virtually and suggest in person attendance once every quarter, unless in person presence is requested. Automobile mileage will be charged at the authorized IRS rate.

Monthly Itemized Billing

White Brenner will provide the District with detailed monthly invoices for legal services performed and expenses incurred. Each monthly invoice reflects both fees for services rendered through the end of the prior month, as well as expenses incurred on the District's behalf that have been processed by the end of the prior month. Processing of some expenses may be delayed until the next month and billed thereafter. Fees are not contingent upon any aspect of the matter.

Our invoices for hourly services reflect the activity of each billing professional (attorney/clerk/paralegal) in detail as to the date, amount of time, nature of work performed, and cost. The invoices provide sufficient detail to track reimbursable legal expenses.

The Firm can accept payment via check, ACH transfer, or credit card. However, please note that a 3.75 percent processing fee is attached to payments submitted via credit card by the third-party vendor. Payment is due within thirty (30) days after the date of our invoice.

Rate Increases

The Firm's rates may be adjusted annually according to All Urban San Francisco-Oakland-Hayward Consumer Price Index ("CPI").