



Topic: **Reservoir Committee Agenda Item 4-4**

**2020 February 21**

Subject: **Service Area G – Real Estate Project Team**

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**Requested Action:**

Discussion and possible direction to staff regarding recent changes to the Service Area G – Real Estate project team and future real estate service area work activities.

**Detailed Description/Background:**

On January 17, 2020, Bender Rosenthal Inc. (BRI) had a company reorganization which resulted in a reduction in force with personal actions. This resulted in the layoff of the existing lead Right-of-Way Agent, who has served as BRI's project manager in support of the Sites Reservoir Project's real estate program and has served the Authority for past couple years.

On January 24, 2020, BRI officially notified the Authority staff of its actions via email. Authority's staff requested a detailed transition plan be provided. On January 27, 2020, BRI provided a three-line proposed transition plan and the name and resume of a proposed right-of-way agent/project manager.

Since the fall of 2019, the BRI scope of services have been significantly reduced and are limited to responding to requests from Authority's staff on an as-needed basis. This level of effort is expected to continue.

The Authority needs to consider how to proceed with the Service Area G – Real Estate contract.

**Prior Action:**

December 19, 2019: Approve an amendment to Bender Rosenthal, Inc.'s (BRI) (Real Estate) contract period of performance by extending their task order from December 31, 2019 through June 30, 2020 with no change in their cost.

March 22, 2019: Approved the Bender Rosenthal, Inc. Phase 2 (2019) task order and budget for real estate services from April 1, 2019 through December 31, 2019.

January 18, 2019: Approved the consulting agreement with BRI for Service Area G – Real Estate and to approve an initial task order. This agreement incorporates BRI's Proposal in response to the Authority's RFQ-18-04.

November 16, 2018: Accepted the evaluation panel's selection of BRI for Service Area G – Real Estate.

August 16, 2018: Approved the release of the Project Development Support Services RFQ-18-04.

**Fiscal Impact/Funding Source:**

No change to existing budget.

**Staff Contact:**

Joe Trapasso

**Attachments:**

None.