



Meeting: **Joint Reservoir Committee & Authority Board December 17, 2021  
Agenda Item 2.5**

Subject: **Task Order for Professional Services (Larsen Wurzel and Associates)**

---

**Requested Action:**

Consider approval of Larsen Wurzel and Associates' (LWA) Amendment 3 Task Order No. 1 scope of work for funding and credit reimbursement policy services with a not-to-exceed contract authority of \$90,000 for the period of January 1, 2022 through December 31, 2024.

**Detailed Description/Background:**

On September 22, 2021, the Reservoir Committee approved a work plan for the Amendment 3 period of performance of January 1, 2022 through December 31, 2024 which included funding and credit reimbursement policy activities. The below summary of the scope of services contained in the proposed LWA's Task Order No. 1 was negotiated and is recommended to achieve the required deliverables and milestones for Amendment 3. The Board is reminded that this contract will be managed to the total authority and annual authorized expenditures (by calendar year) reflected in the approved annual budget. An annual Notice to Proceed will be issued to the consultant reflecting these conditions. The proposed agreement task order contains the following subtasks with estimated costs as shown:

- **Amendment 3 Rebalancing:** Evaluate changes in participation resulting from the Amendment 3 rebalancing and support the effective implementation of the Funding and Credit Reimbursement Policy. (\$20,000)
- **Changes to Participation of the Project:** Evaluate policy impacts of changes to participation approaches to the project (e.g. wetter year buyer of water. (\$15,000)
- **Develop Initiation Fee:** Develop a capacity buy-in fee to be charged to new Participants buying into the project after key permitting assets have been secured. (\$15,000)
- **Provisions to Update Priority for Oversubscription/Potential Standby List:** Develop provisions to determine the priority of participants to become an investor. (\$10,000)
- **Final Provision for Closeout of Credits:** Develop final provisions for closeout of credit balances at the initiation of financing. (\$15,000)

- **Update and Sunset Funding and Credit Reimbursement Policy:** The Funding and Credit Reimbursement Policy will be updated to reflect changes in the project. As project financing is initiated, the Policy will be sunset. (\$15,000)

**Prior Action:**

September 22, 2021: Approved the Amendment 3 Project Agreement and Work Plan with a period of performance of January 1, 2022 to December 31, 2024 for the purpose of initiating Participant home board review, deliberation and execution of the agreement.

**Fiscal Impact/Funding Source:**

Sufficient funds are included in the Amendment 3 Work Plan. Consultant activity will be monitored closely to ensure quality, timely deliverables, and to ensure a positive project cash balance is always maintained. Support consultant contract authority will be approved for a 36-month period, however, task order scope and budgets will be reviewed and authorized on an annual basis.

**Staff Contact:**

Joe Trapasso/JP Robinette

**Primary Service Provider:**

Larsen, Wurzel, and Associates

**Attachments:**

None.