



Meeting: **Joint Reservoir Committee & Authority Board**
Agenda Item 3.5

September 16, 2022

Subject: **Report Out on Sole Source Selection of MBK for Operations Planning Assistance**

Requested Action:

Receive a report on the selection of MBK Engineers under a sole source consulting agreement to provide operations planning staff support assistance.

Detailed Description/Background:

The RC and AB previously authorized delegated authority to the Executive Director to make sole source consulting selections up to \$500,000 upon the completion of Procurement and Contract Policy in October 2021. This report is provided to affirm the analysis and documentation undertaken to evaluate the conditions for sole source securing and demonstrate the procedures that have been established to properly document the sole source determinations.

The policy describes the following circumstances that must be met in order for sole source selection to be justified:

1. Unique Professional Services, expertise, specialized knowledge, or proprietary materials are required for which there are no other known providers.
2. Authority declared public emergency exists.
3. Express authorization by funding agencies.

In this particular case, the rationale for the sole source is qualified under item 1 above. Attached is the sole source memo that goes in the file to document the analysis and justification for the sole source selection. Also, the billing rate for Angela Bezzone's services has been determined to be appropriate for the level of work being performed. Angela's billing rate is approximately the same as the previous HDR employee that performed similar services.

In the future, sole source selections will be reported in the quarterly financial report and the sole source memo will remain on file and can be provided upon request to RC or AB members.

Prior Action:

None.

Fiscal Impact/Funding Source:

The estimated cost for this new contract for the remaining duration of Amendment 3 work plan is \$493,000. Sufficient funds exist within the existing 2022 Budget as an underrun in the HDR Integration Services contract which is where the operations planning services were budgeted for Amendment 3. The budgeted sums for 2023 and 2024 will be reflected in the end-of-year budget reporting.

Staff Contact:

Ali Forsythe

Primary Service Provider:

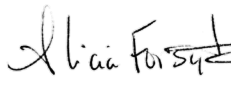
MBK Engineers (New)

Attachments:

Sole Source Memo

MBK Sole Source Justification Memorandum



To: Jerry Brown, Executive Director
CC: Joe Trapasso, Admin Operations Manager
Date: September 12, 2022
From: Ali Forsythe, Environmental Planning and Permitting Manager 
Subject: Sole Source Justification for MBK for Water Operations Related Efforts on the Sites Project

This memorandum provides a justification to non-competitively contract with MBK for the services of Angela Bezzone as the Water Operations Lead for the Sites Project. Angela Bezzone is best suited and uniquely qualified for the existing Water Operations Lead for the Sites Project.

Angela Bezzone has been working on the Sites Project for approximately 2 years as the lead for the Project's water right application to the State Water Resources Control Board. In this role, Angela has become familiar with the Project, the Project's water operations components, and the water operation modeling underway and previously completed for the Project. In her role as lead for the Project's water right application, Angela has also become familiar with the Reservoir Committee and Authority Board members and has worked with a number of them directly in preparation of the water right application.

Angela's has unique knowledge and understanding of the Project's water operations, the Project's operation modeling, and the Project members water needs through her leading the water rights application. Expanding her role to serve as the Water Operations Lead for the Sites Project is a natural expansion of her duties on the Project that complements her previous and current work on the Project. She will continue to be responsible for seeing the water right application through to permitting process.

The Water Operations Lead is a role previously filled by Erin Heydinger with HDR and titled the Operations Integration Lead. With Erin's transition out of HDR, the role has been retitled to fit the current organizational chart, but the duties and responsibilities of the role have not changed. This role is an on-going effort that Angela would fulfill and is not a role carved out just special for Angela or MBK; but rather an existing Project role that I believe Angela would be best suited to fulfill.

Angela is a Supervising Engineer at MBK and is a registered Civil Engineer in the State of California. While she will serve in the Water Operations Lead, the contract will also allow for MBK to include others in the firm to provide the depth of services needed for this role. This includes supplementing Angela's time with other qualified individuals to ensure coverage, provide unique expertise of others, and provide supporting functions, such as technical editing, GIS, graphics, and administrative functions.

Angela's billing rate is equivalent to that of the individual she is replacing in the Project organization.

For these reasons, I recommend that the Authority non-competitively contract with MBK for the services of Angela Bezzone as the Water Operations Lead for the Sites Project.