



Meeting:

**Reservoir Committee & Authority Board  
Agenda Item 2.3**

**July 18, 2025**

Subject:

**Consulting Service for Purchasing Office Lead**

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**Requested Action:**

Reservoir Committee and Authority Board consider approval of a consulting agreement/contract with Sharper Consulting, LLC to provide Purchasing Office Lead services for the period of August 1, 2025, through June 30, 2026.

**Detailed Description/Background:**

An important fourth goal area of the Strategic Plan is to develop an effective organization to deliver the constructed project and transition to an agency capable of reliable and efficient operations. The Board has reviewed the list of core competencies that Staff use to guide organizational development on several occasions. This development process is ongoing, will continue throughout the project, and will evolve over time. However, the core competencies are expected to remain the same in perpetuity. Key staffing hires that act as owner representatives (similar to agency staff in your organizations) are fundamental to achieving the core competencies. This proposed contract is one of these owner-representative hires geared to advance the organization's capabilities in the area of financial management and controls, specifically in contracting for goods and services.

The original 2025 budget included funding for this work through the services of Trapasso Consulting and Brown and Caldwell. Upon conducting an assessment of department needs, it was recognized that this fragmented approach was not optimum for the long-term and fell short of the advantages of bringing in talent early in the project that could endure the length of the project for institutional knowledge capture. Staff then took steps to define position needs and solicit for the Purchasing Office Lead position that could support purchasing primarily, but could also support other Finance department duties, such as agreement reporting and policy and procedure development. This position will report to the Finance Manager.

A Request for Proposals (RFP) was released in May for Purchasing Office Lead services. The RFP was posted on PlanetBids.com, the Authority's newly retained depository for procurement solicitations, and was posted to the Authority's website. The Authority received five proposals, all of which were highly qualified. The selection process was led by the Finance Manager with support from the Environmental Planning & Permitting Manager, Engineering & Construction

Manager and the Owner's Advisor for Financing. Two of the five proposers were interviewed. Sharper Consulting, LLC was determined to be best qualified for the role and a contract meeting the needs of the Authority has been negotiated with a monthly fee of \$24,000. The firm's Principal, Mallory Sharpe, will serve in this role and brings considerable experience in federal procurement and contract management with a depth of experience in managing high-value, complex and federally regulated procurement portfolios. Additionally, Ms. Sharpe brings a passion for the Project, and a long history in the local area and public service.

The contract is consistent with the other recently contracted "Office Lead" position level, has a start date of August 1, 2025, includes a scope of work specific to the role, and is assumed to be full-time equivalent. The compensation has been reviewed and determined to be in line with similar public agency purchasing office leaders with similar experience. The contract duration aligns with the current planned ending for Amendment 3 of June 30, 2026. Ms. Sharpe has expressed a strong interest in serving in this position beyond this date.

#### **Future Organizational Needs**

This is the second Office Lead position to be filled, marking another step in developing the Authority staff. Expect to see more hires like this in the coming months in preparation for the transition to Phase 3/4. The revised future organization chart is attached for reference and reflects additional detail regarding the expected owner representative positions (shown in green) needed for the Phase 3/4 which are to be the focus of the near-term hires.

#### **Prior Action:**

None.

#### **Fiscal Impact/Funding Source:**

Sufficient funds for this position are included in the 2025 budget and the remaining Phase 2 Amendment 3 workplan funds.

#### **Staff Contact:**

Shayleen O'Connell

#### **Primary Service Provider:**

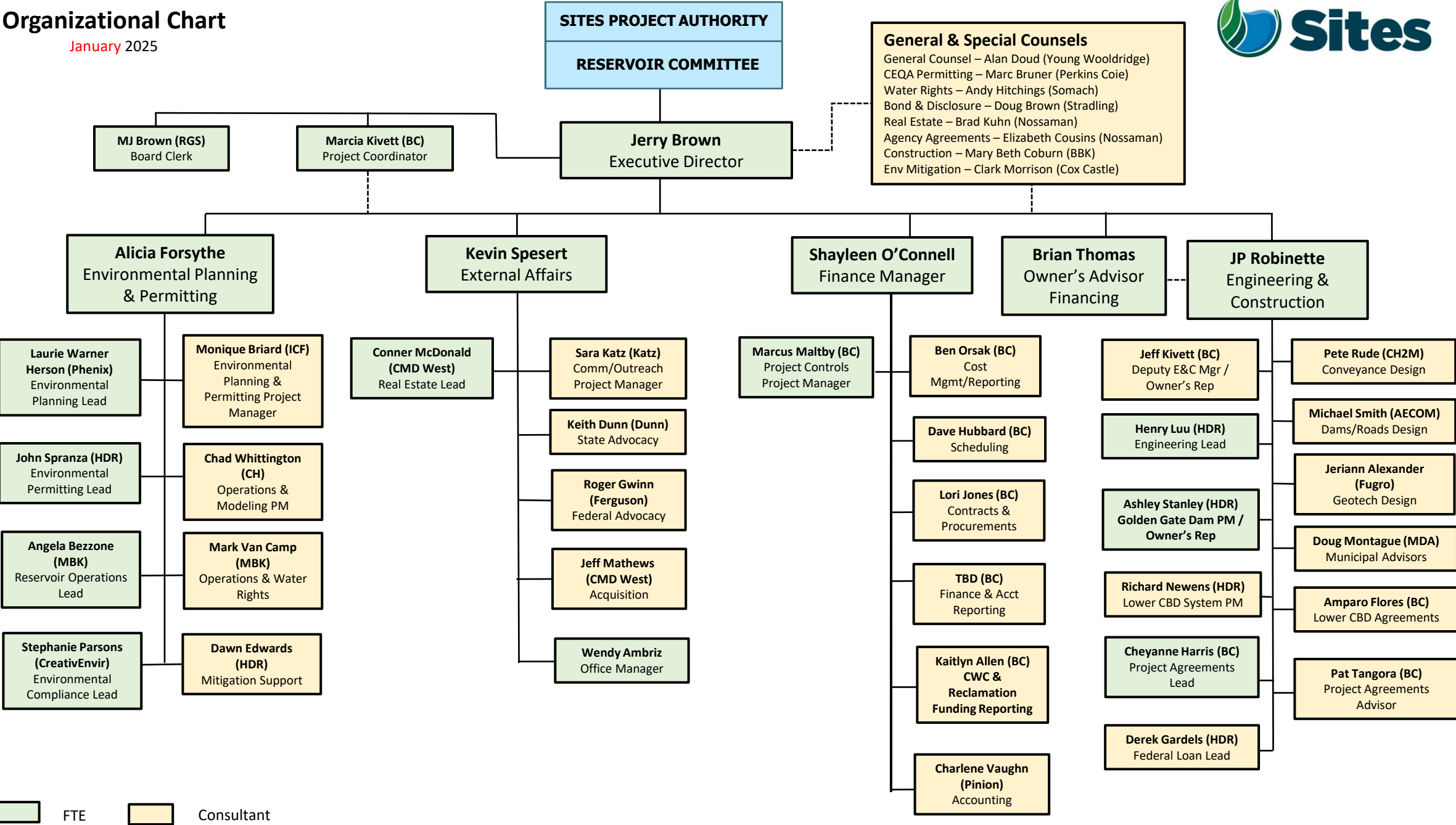
None.

#### **Attachments:**

Revised March 2025 Phase 3/4/5 Organization Chart

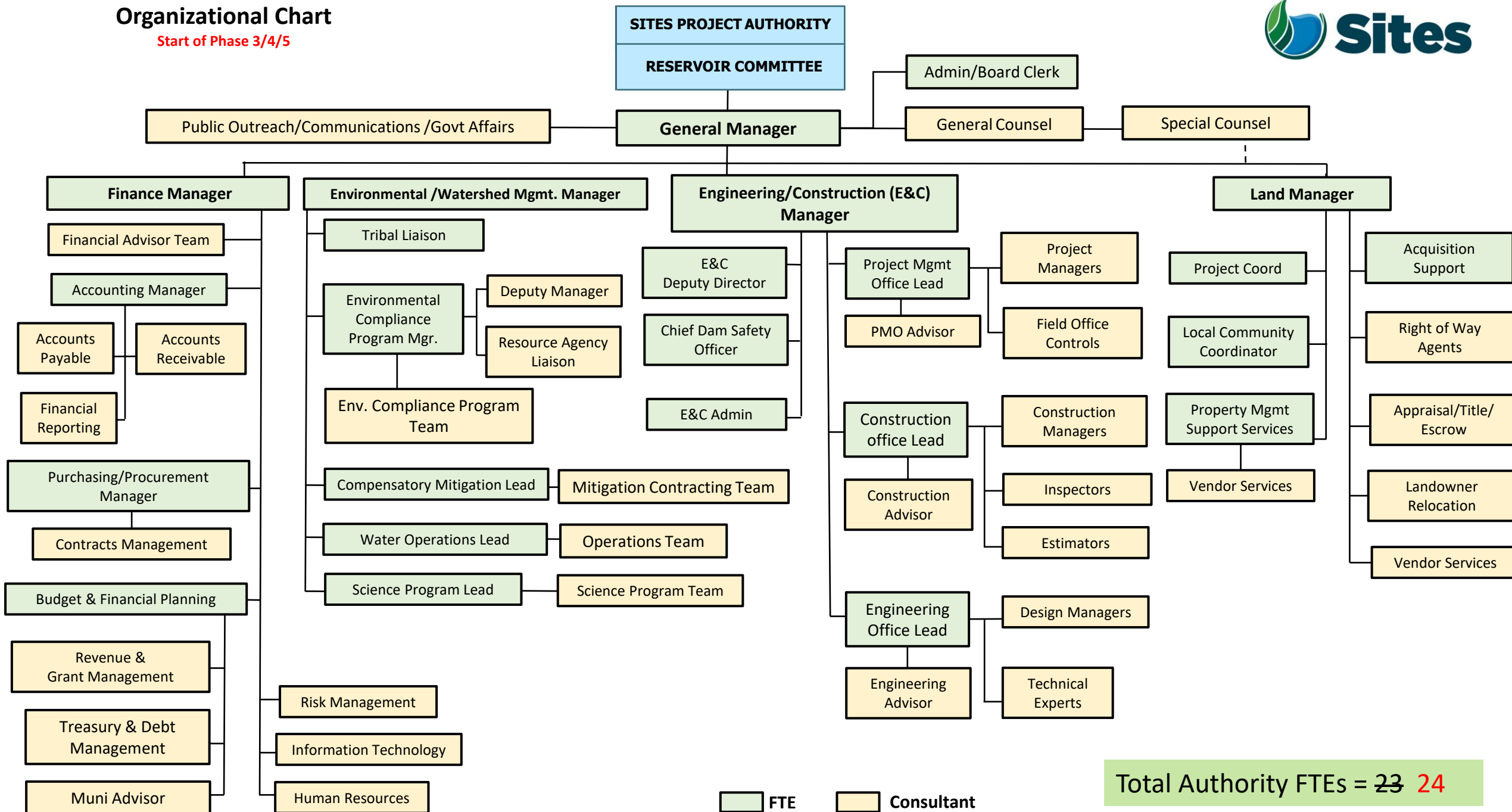
Organizational Chart

January 2025



# Organizational Chart

Start of Phase 3/4/5



# The 2020 Strategic Plan established ‘effective organization’ as an overarching goal

- Fundamental objectives in building a conceptual Phase 3/4/5 organization:
  - Create a lean, efficient organization, built on a culture of excellence
  - Identify “owner employees” for key positions to sufficiently oversee construction
  - Establish areas of operating/financial core competency and configure staffing to nurture and develop these areas
  - Create a culture and structure that builds institutional knowledge
  - Bring experienced and developing talent to the region with the project as opposed to cannibalizing existing talent

# Core competencies are unique abilities possessed by the organization that provide strategic advantage

## Core Operating Competencies

1. Dam safety and dam monitoring
2. In Depth Knowledge of California and Delta water operations
3. Understanding water measurement, monitoring, and reporting
4. Understanding permit requirements, compliance and regulatory reporting
5. Understanding SCADA, controls, and cybersecurity
6. Collaborating with Facility Partner/State/Federal Operations
7. Managing large rotating and hydraulic equipment (mechanical)
8. Maintaining site security
9. Preparing for and responding to emergency
10. Managing land holdings
11. Understanding electrical power budgeting, purchasing, and marketing
12. Administering agreements and contracts
13. Committed to respectful, supportive local community and tribal relations

## Business Competencies

1. Financial management and controls