

VALLEY CLEAN ENERGY ALLIANCE

Staff Report – Item 12

TO: Valley Clean Energy Alliance Board of Directors

FROM: George Vaughn, Finance and Operations Director
Mitch Sears, Interim General Manager

SUBJECT: Consultant Donald Dame Contract Extension and Increase Not to Exceed Amount

DATE: November 14, 2019

RECOMMENDATION:

Authorize the Interim General Manager to increase the contract amount for Donald Dame by \$15,000, for services through first quarter of 2020.

BACKGROUND & DISCUSSION:

Donald Dame has provided professional consulting services for VCE since pre-launch in 2018. He continues to provide consulting services, technical review, electric utility expertise, and program implementation assistance among other related skills. Mr. Dame has been instrumental in assisting VCE with the analysis of the potential acquisition of PG&E's local electricity distribution system. This activity is expected to continue into 2020.

The contract with Consultant Donald Dame was to terminate on or around VCEA's launch date, which was in June 2018. In September 2018, the contract was extended to expire December 31, 2018, in January 2019, the contract was extended to expire June 30, 2019; and in June 2019, the contract was extended to expire June 30, 2020 and the contract amount was increased by \$18,000. This amount did not include the increased activity associated with the PG&E bankruptcy that he is involved in for VCE.

As of November 1, 2019, VCE has expended all but \$154 of the \$18,000.

Of the \$17,846 spent to date this fiscal year, nearly all of it (\$16,856) is related to the PG&E acquisition. This is the reason the contract amount has been spent earlier than anticipated.

Staff is requesting that the current contract be increased by \$15,000. This is intended to cover his costs through first quarter of 2020. VCE will utilize a small portion of budget contingency to cover this cost.

CONCLUSION:

Staff continues to use Donald Dame's consultant services within the contract terms for both ongoing support and PG&E acquisition support; and recommends to the Board that the amount of the contract be increased by \$15,000 to cover VCE through the end of the first quarter of 2020.