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September 9, 2020

DECISION MEMORANDUM

TO: Council Members

FROM: Tina Jayaweera, Power Planning Resources Manager

SUBJECT: Contract with Charlie Grist of Gristmill Consulting, LLC for fiscal year 2021

PROPOSED ACTION: Staff recommends authorization to contract with Charlie Grist for the 2021 fiscal year in an amount not-to-exceed \$34,400 to provide staff with analytical support in development of the 2021 Power Plan and other division activities as requested

SIGNIFICANCE: Council staff is in the midst of developing the 2021 Power Plan and transitional support from Charlie Grist is sought to ensure seamless development of the draft plan, minimizing risks for delay.

BUDGETARY/ECONOMIC IMPACTS:

Total contract budget not-to-exceed \$34,400 for fiscal year 2021.

BACKGROUND AND ANALYSIS

Council staff recommends authorization to contract with Charlie Grist; the primary purpose for this contract is to provide transitional support as the power division continues to develop the 2021 Power Plan. Due to Charlie's involvement with the development of the plan's energy efficiency supply curves and his years of experience, he can provide analytical support as well as timely assistance to staff in the development of written materials for the plan, especially as it relates to the supply curves. Charlie is also capable of providing technical expertise on matters relating to conservation and the region as may be requested by staff for discussion during advisory committee meetings or in development of the plan.

ALTERNATIVES

The Council could choose to not contract for this work or could contract with a different person or entity to provide the support sought. However, both alternatives would likely require significantly more staff time. Further, contracting with another person would also likely be less cost-effective and more time intensive for the contractor in order to come up to speed on the development of the draft plan within the schedules provided.