

**DCA Board of Directors Meeting held Thursday, April 16, 2020**  
**Virtual meeting held due to COVID 19**  
**Report out for Director Estremera**

**7. DISCUSSION ITEMS**

- (a) Consider Passing Resolution Authorizing Award of General Counsel Services Contract to Best, Best and Krieger LLP.

There were four (4) qualified firms that submitted Statement of Qualifications. The RFQ Evaluation Committee scored and ranked the firms from highest to lowest. On March 19, 2020, the DCA Board of Directors approved the selection of Best, Best & Krieger. The contract term is for 5 years + 2 months of current FY with an optional additional 5-year extension. Proposed contract value (NTE): \$3.9M, with a 15% contingency of \$585K.

Recommended action: Authorize the Executive Director to execute a five-year professional services agreement with Best, Best, & Krieger to provide General Counsel Services for the contract sum of \$3.9M covering period of May of 2020 through June 30, 2025 and a contingency amount of \$585K representing 15% of the proposed contract value.

**Motion passed unanimously**

- (b) Stakeholder Engagement Committee (SEC) Update

Ms. Parvizi reported that the March 25, 2020, meeting was cancelled due to COVID19. All SEC meetings were delayed until April 22, 2020. The SEC worked with all members to ensure they have the right technology to join the meeting and access the information. Flash drives will be sent and as always, the information is available on the website.

The meeting on April 22, 2020 will review the final facilities sitings in the south Delta. It will be a chance to go over those and some of the options and facilities considerations and get feedback. However, SEC members were informed that there is no expectation of feedback or outreach at this time, and that the DCA team is looking into other avenues to assist the members and support broader feedback, including:

- Ensure that each SEC member has the technical capacity to join the 4/22 meeting via teleconference.
- Expand opportunities to garner feedback, by launching social media channels (Facebook and Twitter) this month to better reach members of the public and keep them informed of DCA activities.
- Finalize our new upgraded DCA website with AP42 (anticipate launching in June).

**Recommended Action: Information Only**

- (c) DCA Board Meeting Questions and Answers Tracker  
Recommended Action: Information Only

A written report was provided in the Board package. Ms. Mallon reported that the DCA recently launched a Customer Relationship Management software package to help manage and track all external communications on the program. As part of our implementation process, we are entering all questions we receive in various forums into the database and

providing responses as information becomes available. The new website will be rolling out in June 2020 and people can view all questions and find the answers that we have been collecting since the SEC began.

**Recommended Action: Information Only**

**(d) April DCA Monthly Report**

A Monthly Report was provided in the Board package. Ms. Mallon reported we are getting closer to the end of the year. We re-forecasted based on activities and reduced our commitments by \$11M due to delays in engineering contracts, mostly related to work that we won't be able to complete this fiscal year.

We also went line by line and determined what will be able to be completed this year and what will be put in next year's budget for approval. Because of that our estimate was at \$49M last month and now we went down to \$38M.

Recommended Action: Information Only

**8. STAFF REPORTS AND ANNOUNCEMENTS**

**(a) General Counsel's Report**

A written report was provided in the Board package. Mr. Nelson reported that the construction on the first-floor Boardroom is continuing and is considered essential business. Also, the AB1234 ethics training has been rescheduled to the week of April 20<sup>th</sup>.

**(b) Treasurer's Report**

A written report was provided in the Board package. Ms. Kasaine briefly discussed how the market was volatile last month, but is settling down a bit. They continue to watch and monitor bills to ensure we are paying on time. Included in the report is a update on budget vs. actuals. We don't usually report out on this but the end of the year is coming.

**(c) DWR Environmental Manager's Report**

A written report was provided in the Board package. The Department of Water Resources (DWR) has extended the scoping period as part of the California Environmental Quality Act (CEQA) process to analyze a single-tunnel solution to modernizing and rehabilitating the water distribution system in the Delta. CEQA scoping comments are due by close of business on April 17, 2020. Comments can be sent via email, phone, or mail (the mailed comments need to be postmarked April 17, 2020).

**(d) Verbal Reports, if any**

**None**

**9. FUTURE AGENDA ITEMS**

**None**

**10. ADJOURNMENT**

Next scheduled meeting: May 21, 2020 Regular Board Meeting at 2:00 p.m. (1:30 p.m. if there is a closed session) in the DCA Board Room, Park Tower, 980 9th Street, Suite 100, Sacramento, CA 95814