

Bill Bradbury  
Chair  
Oregon

Henry Lorenzen  
Oregon

W. Bill Booth  
Idaho

James A. Yost  
Idaho



Jennifer Anders  
Vice Chair  
Montana

Pat Smith  
Montana

Tom Karier  
Washington

Phil Rockefeller  
Washington

September 4, 2013

## DECISION MEMORANDUM

**TO:** Council Members

**FROM:** Charlie Black, Power Planning Division Director

**SUBJECT:** Jeff King Contract

**PROPOSED ACTION:** Recommendation to contract with Jeff King for services in fiscal year 2014

**SIGNIFICANCE:** Jeff King is providing transitional support and some production work for the Power Planning Division

## BUDGETARY/ECONOMIC IMPACTS

Staff proposes contracting with Jeff King for continued support in fiscal year 2014 for a total not-to-exceed cost of \$75,000, at an hourly rate of \$150.

## BACKGROUND

The Council contracted with Jeff King to perform training and special study functions in 2011, 2012, and 2013. Much of the contemplated work has been successfully completed and taken on by other Council staff. The primary purpose for the 2014 contract will be to continue aiding staff with performing tasks necessary to assess and characterize generating resources, and to produce electricity market price forecasts. The proposed contract extension, based on an average of ten hours of work per week will facilitate the completion of these ongoing tasks.

## ANALYSIS

Staff has reviewed the alternatives for providing these services, which are described below.

## ALTERNATIVES

The two primary alternatives are: 1) not to provide the support, or 2) attempt to contract with another person or entity to provide the support. The staff believes that the former would risk delay or non-performance of the Council's ongoing activities relating to generating resource data and analysis and electricity price forecasting. Contracting with another person would be far more costly and time consuming than continuing to receive direct support from Jeff King, who is the Council's former Senior Resource Analyst.

**ATTACHMENTS**

A seven-point memo justification for sole-source contracting is attached, along with a draft statement of work.

**RESEARCH AND ANALYTICAL SUPPORT FOR THE  
NORTHWEST POWER AND CONSERVATION COUNCIL**

**STATEMENT OF WORK  
C2014-XX**

**Purpose and Objective:** The purpose of this agreement between the Northwest Power and Conservation Council (the Council) and Jeffrey C. King & Associates (Contractor) is to provide the Council with research and analytical services as described below.

**Statement of Work:** The scope of this agreement includes assistance in the performance of the tasks described below, plus additional research and analytical services, as defined by agreement between the Project Manager and the Contractor.

- A. Provide support for the MicroFin resource cost workbook.
- B. Provide maintenance and updates to the input data base for the AURORA<sup>xmp</sup> Electric Market Model.
- C. Provide guidance on continued development of the AURORA<sup>xmp</sup> Electric Market Model.
- D. Support the compilation of resource data for other Council models including ENERGY2020, GENESYS and the Regional Portfolio Model.
- E. Be present in the Council offices one and a half days per week for consultation, review and other assistance related to the activities of the Power Division.
- F. Assist Council staff in the production of wholesale power market price forecasts, including data collection, data input, study design, modeling methods, and output reporting techniques.
- G. Assist Council staff in the planning and preparing of materials for the Generating Resources Advisory Committee (GRAC).

**Period of Performance:** The work described herein will be performed between October 1, 2013 and September 30, 2014.

Bill Bradbury  
Chair  
Oregon

Henry Lorenzen  
Oregon

W. Bill Booth  
Idaho

James A. Yost  
Idaho



Jennifer Anders  
Vice Chair  
Montana

Pat Smith  
Montana

Tom Karier  
Washington

Phil Rockefeller  
Washington

September 4, 2013

## MEMORANDUM

**TO:** Steve Crow, Executive Director  
Sharon Ossmann, Administration Division Director

**FROM:** Charlie Black, Director, Power Planning Division

**SUBJECT:** Seven-Point Memorandum - Jeff King Contract

### 1 - PURPOSE

The purpose of this contract extension is to provide Council staff with needed support and training to assess and characterize generating technologies, and to prepare wholesale power price forecasts.

### 2 - SPECIFIC PROBLEMS

The contract addresses the problem of obtaining support services relating to the development of the Council's electricity market price forecasting capability. Staffing changes have created a need to aid and train personnel with analytical practices and techniques. The tasks and deliverables associated with this project are detailed in the attached Statement of Work.

### 3 - RECOMMENDED ACTION

Staff recommends that the Council contract with Jeff King to perform the tasks identified in the contract for a total of \$75,000.

### 4 - SUMMARY OF RELATED ACTIONS

The Power Planning Division is undergoing a significant, ongoing transition in staffing that began several years ago. The transition is mainly the result of retirements of several longstanding, highly experienced staff. This includes Jeff King, who has extensive experience with generating resources and wholesale power price forecasting. His expertise and advice are a highly valuable aid to help new staff develop in-depth knowledge more quickly than would be possible via other means. Meanwhile, Jeff King's support is also helping to ensure that the Power Planning Division continues to complete its work during the ongoing staffing transition.

## 5 - ALTERNATIVES

The two primary alternatives are: 1) not to provide the support, or 2) to attempt to contract with some other person or entity to provide the support. The staff believes that the former would risk significant delay and quality of Council's responsibilities. The latter would be inefficient and likely far more costly and not likely to result in meeting established work product deadlines.

## 6 - IMPACT ON STAFF AND FACILITIES

Managing this contract will have minimal negative impact on the staff. Some time would be required to review the contractor's work. Choosing a contractor unfamiliar with this process would increase staff time requirements significantly.

## 7 - CERTIFICATION

By this request, I certify that the proposed acquisition is appropriate and desirable for the Council. I understand that the necessary funding is available for the contract in fiscal year 2014 for the Power Planning Division.