



- **Board of Directors**  
***Engineering, Operations, and Technology Committee***

5/12/2026 Board Meeting

---

7-3

## **Subject**

---

Authorize an agreement with Bayen Group LLC in an amount not to exceed \$598,880 for Metropolitan's IntraMet Redesign project; the General Manager has determined the proposed action is exempt or otherwise not subject to CEQA

## **Executive Summary**

---

This action authorizes an agreement with Bayen Group LLC to provide professional services to design, develop, and deploy a new internal website, the "IntraMet". The current internal website dates back to 1997 and requires a modernized replacement to enhance Metropolitan's internal communications and ability to engage and support employees.

The purpose of this contract is to replace Metropolitan's IntraMet with newer technologies to serve as a central hub that performs a broad range of purposes, which the current site is not able to. This includes cloud-based file sharing, document management, content management, social technology integration, employee profiles, live messaging, forums, status updates, and group sites, coupled with published data catalogs to enable secure, accessible data sharing across multiple devices such as laptops, tablets, and mobile phones.

## **Proposed Action(s)/Recommendation(s) and Options**

---

### **Staff Recommendation: Option #1**

#### **Option #1**

Authorize an agreement with Bayen Group LLC in an amount not to exceed \$598,880 for Metropolitan's IntraMet Redesign project.

**Fiscal Impact:** Expenditures of \$1,182,300 in capital funds for FY 2024-2026 and FY 2026-2028

**Business Analysis:** This option will provide Metropolitan staff with an optimal intranet tool to administer internal services and help collaborate efforts shared between teams.

#### **Option #2**

Do not proceed with the project at this time.

**Fiscal Impact:** No capital expenditures

**Business Analysis:** This option will forgo an opportunity to increase collaboration and data sharing between internal staff while increasing security risks on an unsupported web platform.

## **Alternatives Considered**

---

Not applicable

## **Applicable Policy**

---

Metropolitan Water District Administrative Code Section 5108: Appropriations

Metropolitan Water District Administrative Code Section 8121: General Authority of the General Manager to Enter Contracts

Metropolitan Water District Administrative Code Section 11104: Delegation of Responsibilities

## **Related Board Action(s)/Future Action(s)**

---

By Minute Item 54251, dated September 25, 2025, the Board authorized an agreement with West Monroe Partners in an amount not to exceed \$722,500 for Metropolitan's IntraMet Redesign project, as set forth in Agenda Item 7-2 board letter.

## **California Environmental Quality Act (CEQA)**

---

### **CEQA determination for Option #1:**

The proposed action is exempt from CEQA because there is no potential for the activity in question to have a significant effect on the environment. (State CEQA Guidelines Section 15061(b)(3)).

### **CEQA determination for Option #2:**

None required

## **Details and Background**

---

### **Background**

Metropolitan's current IntraMet is over 25 years old and poses several challenges that impact employee productivity and security. Its outdated design and non-intuitive organizational structure make it difficult for staff to locate essential information, services, and resources. The search functionality is dated, and the platform does not support modern needs such as decentralized content management or secure, targeted data sharing among teams spread across multiple facilities and campuses. These limitations are particularly significant in the age of hybrid and remote work.

Additionally, the current IntraMet introduces operational inefficiencies such as the need for constant browser switching, which hinders interdepartmental workflows. More critically, the platform cannot be updated with the latest patches or security enhancements, increasing Metropolitan's exposure to cybersecurity threats and malicious actors.

Recognizing these issues, Metropolitan launched a project in 2021 to assess the design and usage of the existing IntraMet. Following a successful Request for Information and extensive internal feedback, it was determined that a full redesign and rebuild were necessary.

Metropolitan's most effective means of empowering employees to communicate and collaborate is through its internal website, the IntraMet. In its current form, the IntraMet offers important services such as company news, job opportunity listings, procurement portals, and access to applications like timesheets and benefits. However, modernizing the platform will not only preserve these services but also provide a scalable, secure, and user-friendly system that enables each business unit to control and manage content. The upgraded IntraMet will improve collaboration, enhance productivity, and support Metropolitan's mission to serve employees effectively in a digital-first environment.

### **Professional and Technical Services (Bayen Group LLC) – New Agreement**

RFP-MN-1386 IntraMet Redesign was issued on November 26, 2024. Metropolitan received a total of eleven responsive proposals from the competitive procurement process. The small and/or disabled-veteran business enterprise goal designated for this solicitation was 25 percent. Proposals were reviewed to determine compliance with the instructions as set forth in the solicitation and evaluated by a committee based on the following criteria: firm qualifications, record of past performance, key personnel and staffing, technical approach and methodology,

cost proposal, and business outreach program. West Monroe Partners ranked highest among all respondents. However, Metropolitan and West Monroe Partners were unable to reach mutually acceptable terms after the Engineering, Operations, and Technology committee approved Metropolitan staff's recommendation on September 9, 2025. The next highest-ranked respondent, Bayen Group LLC, is recommended to be awarded a contract in the total amount not to exceed \$598,880. RFP-MN-1386 authorizes Metropolitan to engage in negotiations with respondents, and if satisfactory agreement provisions cannot be reached, then negotiations may be terminated. Metropolitan may then elect to contact another firm submitting a proposal.

Bayen Group has significant experience in delivering these services, specifically for the public sector and utilities. This vendor has provided similar services with other public agencies, utilities, and organizations including Northrop Grumman, San Diego Gas & Electric, and the State of Nevada's Department of Public Works. Headquartered in Torrance, California, Bayen Group is a Regional Business Enterprise and also classified as a Small Business Enterprise. Additionally, Bayen Group's proposal will save Metropolitan \$123,620 compared to the aforementioned agreement with the vendor Metropolitan was unable to reach mutually acceptable terms with. Based upon the evaluation committee's recommendation on the above-stated criteria, the RFP evaluation committee recommends that Bayen Group LLC be awarded the work.

Approval of this contract will create a mechanism for Metropolitan to upgrade and optimize the IntraMet in order to integrate advanced functionalities for internal communications and serve as a secure central hub to engage and support employees across multiple browsers and devices. The scope of work of this agreement is the redesign and deployment of a new IntraMet application, and includes (1) Project Management and Organization, (2) Migration Assistance and Knowledge Transfer, (3) Design Layouts and Comprehensive Mock-Ups, (4) Design Implementation and Content Migration, and (4) development of a Training and Communication Plan.

### Summary

The total project budget is \$1,182,300 and includes funds for awarding a new agreement with Bayen Group LLC for \$598,880 for professional and technical services, \$351,425 for internal labor costs by Metropolitan staff, and \$231,995 in contingency funds.

This project has been evaluated and recommended by Metropolitan's Capital Investment Plan Team, and funds are available within the fiscal year 2024/25 and 2025/26 capital expenditure plan. See **Attachment 1** for the Financial Statement.


### Project Milestones

Project Design and Site Organization – September 2026

Site Migration and Creation – March 2027

Site Implementation – November 2027

Knowledge Transfer – January 2028

  
 \_\_\_\_\_  
 Charles Eckstrom  
 Information Technology, Group Manager

4/23/2026

Date

  
 \_\_\_\_\_  
 Shivaji Doshmukh  
 General Manager

4/23/2026

Date

### Attachment 1 – Financial Statement

Ref# it12715112

**Allocated Funds for Intramet Rewrite**

---

	<b>Current Board Action (May 2026)</b>
Labor	
Studies & Investigations	\$ -
Final Design	-
Owner Costs (Program mgmt.)	351,425
Submittals Review & Record Drwgs	-
Construction Inspection & Support	-
Metropolitan Force Construction	-
Materials & Supplies	-
Incidental Expenses	-
Professional/Technical Services	598,880
Equipment Use	-
Contracts	-
Remaining Budget	231,995
<b>Total</b>	<b><u>\$ 1,182,300</u></b>