



WEST BASIN MUNICIPAL WATER DISTRICT
17140 S. Avalon Blvd., Suite 210
Carson, CA 90746

AGENDA NO. 30

JULY 8, 2009 – Communications

Gray (Chair), Kwan

JULY 27, 2009 – Board Meeting

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Approved by: Rich Nagel

INFORMATION CALENDAR

LOCAL CONSULTANT UPDATE

SUMMARY:

In December 2008, the West Basin Board of Directors amended the seven local consulting contracts for the purpose of extending each respective contract for public outreach consulting services for one additional year. For each contract, West Basin Municipal Water District (West Basin) agreed to pay an hourly rate to be paid on a per project basis (fee for service).

For the purpose of managing the local consultant contracts, staff has continued to provide each respective consultant with an individual "contract release" agreement providing specific tasks or projects, for a maximum of 50 hours of work, as directed by staff. Once each "contract release" is completed, staff redefines the tasks and projects and issues a new contract release. In March, staff hosted all seven consultants for a briefing and project overview for the Water Reliability (WR) 2020 program. At that time, each consultant was asked to try to find audiences for the WR 2020 outreach program.

As requested, this memo is being provided as an update on the progress and work completed by each of the consultants. Work hours performed and identified in Exhibit "A" includes approximate hours billed. The billable hours worked by each respective consultant differ based on the projects worked on and their ability to accomplish specific tasks. Attached is a summary of recent programs and projects, as well as the collective hours worked during the months of March through June, 2009.

STRATEGIC BUSINESS PLAN IMPLEMENTATION:

Goal 6, Communications – Engage in effective two-way communication of West Basin's programs & policies with the customer agencies and communities we serve.

COMMITMENT STATEMENT:

Customer Service – West Basin is committed to providing value by understanding and meeting the needs of our customers and the communities we serve

FISCAL IMPACTS:

Local Consulting Contracts are funded within the Fiscal Year 2008-2009 Public and Government Affairs Budget.

ENVIRONMENTAL COMPLIANCE:

Not applicable.

COMMITTEE STATUS:

This item was reviewed by the Communications Committee on July 8, 2009 and agendaized to the July 27, 2009 Board meeting as information for discussion.

RECOMMENDED MOTION:

This item is for information only.

LIST OF EXHIBITS:

Exhibit "A" – Local Consultant Summary

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