



Agenda Date: 8/7/2007
Agenda Placement: 6K

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Hillary Gitelman - Director
Conservation, Development & Planning
REPORT BY: Jeff Sharp, Planner III , 259-5936
SUBJECT: Consultant Agreement for Ongoing Support and Development for the Watershed Information Center & Conservancy (WICC) WebCenter and for Meeting Facilitation Services

RECOMMENDATION

Director of Conservation, Development, and Planning requests approval of and authorization for the Chair to sign an agreement with Moore, Iacofano and Goltsman Inc. (MIG) for a maximum of \$46,785 for the term August 7, 2007 through June 30, 2008, for professional assistance with the maintenance, development and support of the Watershed Information Center and Conservancy (WICC) WebCenter, and for meeting facilitation services in association with a joint City/County work session.

EXECUTIVE SUMMARY

The Director of Conservation, Development and Planning is requesting this agreement to support continued technical coordination and administration of the online Watershed Information Center & Conservancy (WICC) WebCenter, and for meeting and facilitation services associated with jointly coordinated City and County work session.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Recommended Budgets for FY 07-08 Watershed Information Center & Conservancy (29400) and Conservation Development & Planning (29000) includes funding for this contract.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	On May 21, 2002 the Board of Supervisors created the WICC Board with the

intent to develop a Watershed Information Center that would become a long-term watershed resource management program that would provide public outreach, educational efforts and monitoring coordination, inventory and assessment, and data management. Tasks 1-3 of the proposed scope of work in the amount of \$34,100 directly supports this effort by conducting WICC WebCenter refinements, providing web hosting and technical support, and assistance with targeted outreach and website training for watershed groups and organizations working throughout Napa County.

Task 4 of the proposed scope of work in the amount of \$12,685 supports the County and City's desire to have a facilitated work session on August 9, 2007 and possible follow-up sessions.

Is the general fund affected? Yes

Future fiscal impact: None. Tasks 1-3 of the current project will be completed by June 30, 2008. Additional updates to the website may be implemented in future years if desired and if annual budgets allow.

Consequences if not approved: The Success of the WICC Board's mission to guide and support community efforts to maintain and improve the health of Napa County's watershed lands would be jeopardized, and past efforts and expenditures on the program would provide a more limited benefit to the community. Furthermore the County and City will be unable to effectively conduct the planned facilitated work session.

Additional Information: None.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Services provided will facilitate the Watershed Information Center & Conservancy's (WICC) mission to "guide and support community efforts to maintain and improve the health of Napa County's watershed lands" and will assist in furthering County/City relations through arrangement and facilitation of a focused work session.

Services provided under Tasks 1-3 are associated with the WICC WebCenter and afford the WICC with the necessary capacity to conduct WebCenter coordination, content management and administration, including staff and community WebCenter user training. Services will also support maintenance of the WebCenter's infrastructure (i.e., server equipment), software enhancements, mapping services and information integration with other regional and statewide watershed web-based information services.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi