

DATE: January 16, 2020

TO: WCA Governing Board

FROM: Debbie Enos, Deputy Executive Officer

THROUGH: Mark Stanley, Executive Officer

SUBJECT: Item 13: Consideration of a resolution to authorize the Executive Officer or designee to negotiate and enter into professional services contracts for project support management.

RECOMMENDATION: That the Watershed Conservation Authority Governing Board (WCA) authorize the Executive Officer or designee to negotiate and enter into professional services contracts for project support management to augment staffing levels to align with the WCA project portfolio.

PROJECT DESCRIPTION: Since the November 2019 board meeting two full-time Project Managers have provided notice to accept positions with local City and County government entities. As a standard recruitment process can take up to 6-months or longer, the ability to augment existing staff with interim consultants will aid in completing projects and keeping processes active. Professional service contracts for project support management may involve the hiring of Individuals or firms as independent consultants/contractors and/or short-term project hire staff.

The chart below identifies several projects with critical deadlines that could be forwarded through the use consultants under the direction of WCA staff management.

Grant Program and Critical Milestone	Critical Program Deadline
Gateway Greening Vision Plan complete content and launch website	April 30, 2020
Green Portal development of projects & funding match tool parameters	June 30, 2020
River Wilderness Park – PM/CM	Summer/Fall 2020
Lower LA River Rangers development and launch of Pilot(s) program	May 22, 2020

In addition to these projects, there are several other projects that may require third party assistance through consultants and contractors.

Upon Board authorization WCA staff will expeditiously engage individuals, consultants and/or firms to provide immediate project management resources equipped with the expertise necessary to manage, but not be limited to, the above identified work. This may involve both recruitment of consultants who have previously provided consultant or staff services to the WCA; are familiar and have worked previously as a consultant or provided services to the above projects; and/or has a strong expertise with similar work to lessen the learning curve needed to complete the projects within their designated timeframes.

FISCAL INFORMATION: There is no fiscal impact to the Authority as the project support management agreements will be funded as an eligible cost under the various grant agreements.

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RESOLUTION 2020-04

RESOLUTION OF THE WATERSHED CONSERVATION AUTHORITY TO AUTHORIZE THE EXECUTIVE OFFICER OR DESIGNEE TO NEGOTIATE AND ENTER INTO PROFESSIONAL SERVICES CONTRACTS FOR PROJECT SUPPORT MANAGEMENT.

WHEREAS, the Watershed Conservation Authority (WCA) has been established to facilitate joint projects between the Rivers and Mountains Conservancy and Los Angeles County Flood Control District; and

WHEREAS, The Watershed Conservation Authority has been established to focus on projects which will provide open space, habitat restoration, and watershed improvement projects in both the San Gabriel and Lower Los Angeles Rivers watershed; and

WHEREAS, this action authorizes the Executive Officer or designee to negotiate and enter into professional services contracts for project support management; and

WHEREAS, this action is exempt from the environmental impact report requirements of the California Environmental Quality Act (CEQA).

Therefore be it resolved that the WCA hereby:

1. **FINDS** that this action is consistent with the purposes and objectives of the WCA.
2. **FINDS** that the actions contemplated by this resolution are exempt from the environmental impact report requirements of the California Environmental Quality Act.
3. **ADOPTS** the staff report dated January 16, 2020.
4. **AUTHORIZES** the Executive Officer or designee to negotiate and enter into professional services contracts for project support management.

~ End of Resolution ~

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Motion: _____ Second: _____

Ayes: _____ Nays: _____ Abstentions: _____

Resolution 2020-04

Passed and Adopted by the Board of the
WATERSHED CONSERVATION AUTHORITY
On January 16, 2020

Herlinda Chico
Governing Board Chair

ATTEST: _____
David Edsall, Jr.
Deputy Attorney General