

**Public Involvement Ad-Hoc Consultant Selection Subcommittee
April 10, 2007
6:30 p.m.
Agenda**

Public Involvement Ad Hoc Consultant Selection Subcommittee:

Tim Fowler, Chairperson
Fred Conley
John Schwope
Rich Tesar
Jim Thompson

David Klug, Alternative Voting Member

Staff Liaison: Emmett Egr *
John Winkler

1. Meeting Called to Order – Chairperson Fowler
2. Notification of Open Meetings Act Posting and Announcement of Meeting Procedure – Chairperson Fowler
3. Quorum Call
4. Adoption of Agenda
5. Proof of Publication of Meeting Notice
6. Review And Recommendation On Contract With Issues Management Solutions To Provide Public Involvement/Public Information Services Related To The Papillion Creek Watershed Partnership – Emmett Egr and Paul Woodward
7. Adjourn

Memorandum

To: Public Involvement Ad-Hoc Consultant Selection Subcommittee

Re: Contract for Public Involvement Services with Issues Management Solutions

Date: March 30, 2007

From: Emmett Egr, Information/Education Coordinator

On February 20, 2007, the Subcommittee interviewed and selected Issues Management Solutions with which to negotiate a professional services contract to provide public involvement services to assist the Papillion Creek Watershed Partnership. Since that time, District staff, partnership members and representatives from Issues Management Solutions have worked together to prepare the attached agreement, detailed scope, and time and cost estimate for this project.

In summary, Issues Management Solutions (IMS) will be responsible for providing and implementing a public outreach plan, revising public information materials, developing new public information materials, recruiting and facilitating a Papillion Creek Watershed Advisory Group and facilitating several informational public input forums.

The Partnership is supporting this public involvement effort and proposal because it involves a different approach than the one the Partnership has taken in the past. For instance, past public information forums have all been held here at the NRD and were expected to involve everyone in the watershed. IMS's approach will refocus these public informational forums into different parts of the watershed, in an effort to hopefully involve more of the public. Please review the proposed scope for more information on this approach.

The total fee for this work was negotiated at \$85,538.24, and is broken down between different tasks in the attached agreement and scope. Funding for this effort will come directly from annual contributions made by each Partnership member. The attached summary breaks down each entities contribution as well as the anticipated use of these funds in the overall budget. Based on the NRD's 20.7% cost-share in the Partnership, the District would be providing approximately \$17,700 of the maximum fee.

The work is anticipated to be completed by January 31, 2008.

Management recommends that the Subcommittee recommend to the Board that the General Manager be authorized to execute a professional services contract with Issues Management Solutions for public involvement services to assist the Papillion Creek Watershed Partnership for a maximum fee of \$85,538.24, subject to changes deemed necessary by the General Manager and approval as to form by District legal counsel.