



SAN JOAQUIN COUNTY  
**RESOURCE  
CONSERVATION**  
D I S T R I C T

**MEMORANDUM**

<b>Date:</b>	July 10, 2017
<b>To:</b>	Laura Jensen, Sacramento-San Joaquin Delta Conservancy
<b>From:</b>	Phil Balmat, San Joaquin County Resource Conservation District
<b>Project:</b>	Paradise Cut Conservation and Flood Management Plan (# Prop1-2015-Y1-012)
<b>Subject:</b>	Justification for Requested Changes to Budget

This memorandum addresses the proposed budget changes for the San Joaquin County Resource Conservation District (SJCRCD) project, the Paradise Cut Conservation and Flood Management Plan (Plan). The SJCRCD has subcontracted with Consero Solutions for assistance to complete *Task 1: Project Management, Administration, and Reporting*, and *Task 5: Public Outreach and Agency Coordination*. To account for this subcontract, funding will be redistributed within both Task 1 and Task 5.

**Proposed Change #1: Task 1 – Project Management, Administration, and Reporting**

Consero Solutions will assist the SJCRCD and additional subcontractors with the preparation and filing of regular quarterly and annual reports with attached work products on the schedule specified in the Paradise Cut Conservation and Flood Management Plan grant agreement. Consero will provide other grant management support to the RCD, as needed, to ensure completion of reimbursements and other documents to fulfill grant requirements.

This subcontract is necessary to provide assistance to SJCRCD Contract Staff. Consero Solutions is experienced with contract execution and project management, and can support

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SJCRCD Contract Staff with completion of Task 1 deliverables, including quarterly reports, annual reports, and final reports.

Funding to cover this work will be sourced from SJCRCD Contract Staff (\$8,666.00) and Indirect Costs (\$616.00) within Task 1. Consero Solutions will be allocated \$8,282.00 for assistance with Task 1. The remaining amount for Task 1 (\$1,000.00) will be allocated to SJCRCD Contract Staff. See Attachment A: Proposed Budget Revisions.

### **Proposed Change #2: Task 5 – Public Outreach and Agency Coordination**

Consero Solutions will assist the SJCRCD with coordinating public outreach as needed. This work will include convening a series of “small group” meetings to provide information to local stakeholders regarding both the Paradise Cut expansion project and the near-term opportunities. Consero Solutions will also aid the SJCRCD with coordination with other subcontractors for the Paradise Cut project, American Rivers and NRDC, who will convene three meetings for agency staff (NOAA fisheries, USFWS, USACW, DWR, DFW, Delta Conservancy, DPC, and others) where ESA and MBK will provide presentations and answer technical questions.

This subcontract is necessary to provide assistance to SJCRCD Contract Staff. Consero Solutions is experienced with public outreach to interested stakeholders and coordination between diverse agencies, and can support SJCRCD Contract Staff with completion of Task 5 deliverables, including four meetings with agency staff, five small group meetings with local residents and landowners, and two meetings with local officials.

Funding to cover this work will be sourced from SJCRCD Contract Staff (\$2,500.00), Indirect Costs (\$616.00), and funding already set aside for a Project Coordination & Public Outreach Subcontractor (\$5,000.00). Consero Solutions will be allocated \$7,500.00 for assistance with Task 5. The remaining amount for Task 5 (\$1,000.00) will be allocated to the SJCRCD Contract Staff. See Attachment A: Proposed Budget Revisions.

The total subcontract cap with Consero Solutions is \$15,782.00.



Phil Balmat  
SJCRCD  
Treasurer