

**MEETING OF THE EXTERNAL AFFAIRS COMMITTEE
WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA
4040 PARAMOUNT BLVD., LAKEWOOD, CA., 90712
11:00 A.M., MONDAY, AUGUST 12, 2019**

AGENDA

Each item on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "For information" or "For discussion" may also be the subject of an "action" taken by the Board or a Committee at the same meeting.

- 1. DETERMINATION OF A QUORUM**
- 2. PUBLIC COMMENT**
Pursuant to Government Code Section 54954.3
- 3. LEGISLATIVE REPORT**
Staff Recommendation: For discussion and possible action.
- 4. WRD NON-PROFIT ORGANIZATION UPDATE**
Staff Recommendation: For discussion and possible action.
- 5. SOCIAL MEDIA REPORT**
Staff Recommendation: For discussion and possible action.
- 6. APPROVAL OF A CONTRACT FOR CATERING SERVICES FOR THE ARC GRAND OPENING**
Staff Recommendation: The External Affairs Committee recommends that the Board of Directors approve a contract with Thank Goodness it's Sofia (TGIS), for the ARC Grand Opening for an amount not to exceed \$32,041.31.
- 7. APPROVAL OF A CONTRACT FOR THE RENTAL OF AIR CONDITIONING UNITS FOR THE ARC GRAND OPENING EVENT**
Staff Recommendation: The External Affairs Committee recommends that the Board of Directors approve a contract with La Brea Air Inc., for the ARC Grand Opening for an amount not to exceed \$16,000.00.
- 8. APPROVAL OF A CONTRACT FOR ARC GRAND OPENING FOR AUDIO AND VISUAL EQUIPMENT**
Staff Recommendation: The External Affairs Committee recommends that the Board of Directors approve a contract with McCune Audio and Visual, for the ARC Grand Opening for an amount not to exceed \$16,000.00.
- 9. DEPARTMENT REPORT**
Staff Recommendation: For discussion and possible action.

10. DIRECTORS' REPORTS, INQUIRIES AND FOLLOW-UP OF DIRECTIONS TO STAFF

11. ADJOURNMENT

The Committee will adjourn to the next currently scheduled meeting on September 9, 2019, at 11:00 a.m.

In compliance with the Americans with Disabilities Act (ADA), if special assistance is needed to participate in the meeting, please contact Brandon Mims, Deputy Secretary at (562) 921-5521 for assistance to enable the District to make reasonable accommodations.

All public records relating to an agenda item on this agenda are available for public inspection at the time the record is distributed to all, or a majority of all, members of the Board. Such records shall be available at the District office located at 4040 Paramount Boulevard, Lakewood, California 90712.

Agendas are available at the District's website, www.wrd.org.

EXHAUSTION OF ADMINISTRATIVE REMEDIES – If you challenge a District action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Deputy Secretary at, or prior to, the public hearing. Any written correspondence delivered to the District office before the District's final action on a matter will become a part of the administrative record.



MEMORANDUM
ITEM NO. 3

DATE: AUGUST 12, 2019
TO: EXTERNAL AFFAIRS COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: LEGISLATIVE REPORT

SUMMARY

WRD's Federal and State Legislative Consultants will update the External Affairs Committee on legislation impacting the District. They will also alert the committee about potential funding opportunities available to the district that will allow WRD to accomplish its goals.

In addition, our state consultants will update the committee on WRD sponsored legislation including AB955 (Needs Assessment Legislation) and SB519 (Underground Storage Tank Cleanup Fund Legislation)

Legislative Consultants:

Julie Chlopecki, Pacific Atlantic Partners

Bob Reeb, Reeb Government Relations, LLC

Awet Kidane, Kidane and Associates

Bob Giroux, Lang, Hansen, O'Malley & Miller

FISCAL IMPACT

None

STAFF RECOMMENDATION

For discussion and possible action.



MEMORANDUM
ITEM NO. 4

DATE: AUGUST 12, 2019
TO: EXTERNAL AFFAIRS COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: WRD NON-PROFIT ORGANIZATION UPDATE

SUMMARY

Staff has been directed to form a Non-Profit WRD Education Foundation to support educational programming that will be provided at ARC and in the community.

Staff will provide an update on this project's developments.

FISCAL IMPACT

None

STAFF RECOMMENDATION

For discussion and possible action.



MEMORANDUM
ITEM NO. 5

DATE: AUGUST 12, 2019
TO: EXTERNAL AFFAIRS COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: SOCIAL MEDIA REPORT

SUMMARY

Communications and outreach through internet and social media platforms are a critical communication tool for reaching broad audiences, including the general public, public officials, environmental organizations, media and other target populations concerned about groundwater and recycled water.

Staff has re-activated District social media accounts after a hiatus which allowed for the implementation of an official social media policy and the establishment of a social archiving service.

Staff will provide a report on the current status of WRD social media accounts, while outlining current and future campaigns and strategies.

FISCAL IMPACT

None

STAFF RECOMMENDATION

For discussion and possible action.



MEMORANDUM
ITEM NO. 6

DATE: AUGUST 12, 2019

TO: EXTERNAL AFFAIRS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: APPROVAL OF A CONTRACT FOR CATERING SERVICES FOR THE ARC GRAND OPENING

SUMMARY

The Water Replenishment District is hosting the grand opening of the Albert Robles Center for Water Recycling and Environmental Learning (ARC) on August 22, 2019. Staff has been asked to obtain quotes for a catering service for the day of the event. District staff reached out to three qualifying vendors to provide pricing and availability. Upon completion of the site walk, quotes were received and are presented below:

Quote #1- TGIS	\$32,041.31- \$64/person
Quote #2- Daily Squares. LLC	\$40,000.00- \$80/person
Quote #3- Farm to Fork Catering	\$45,000.00- \$90/person

The lowest responsive bidder for this event is Thank Goodness It's Sophia (TGIS). The cost for the event is \$32,041.31. This price includes all the needed staff that is required to fulfill the needs of an event like the ARC Grand Opening.

FISCAL IMPACT

The total cost of this contract is \$32,041.31.

The amount will be drawn from External Affairs Budget and will be allocated to the External Affairs/ ARC Event project number EAE0000, general ledger code 5620-Office Expense.

STAFF RECOMMENDATION

The External Affairs Committee recommends that the Board of Directors approve a contract with Thank Goodness it's Sofia (TGIS), for the ARC Grand Opening for an amount not to exceed \$32,041.31.



MEMORANDUM
ITEM NO. 7

DATE: AUGUST 12, 2019

TO: EXTERNAL AFFAIRS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: APPROVAL OF A CONTRACT FOR THE RENTAL OF AIR CONDITIONING UNITS FOR THE ARC GRAND OPENING EVENT

SUMMARY

The Water Replenishment District is hosting the grand opening of the Albert Robles Center for Water Recycling and Environmental Learning (ARC) on August 22, 2019.

The event will take place in the treatment building of the ARC facility, which has no air conditioning system. Staff has been asked to obtain quotes for an air-cooling system for the day of the event.

District staff reached out to three qualifying vendors to provide pricing and availability. Upon completion of the site walk, quotes were received and are presented below:

Quote #1- La Brea Air Inc.	\$15,930.00
Quote #2- California Air	Did Not Respond
Quote #3- United Rentals	Was not able to meet on dates for site visit

The vendor that responded and was able to meet us on site was La Brea Air Inc. The cost they quoted WRD is \$15,930.00. This cost does not include a lift that might be needed for the day of the set up and break down.

FISCAL IMPACT

The total cost of this La Brea Air Inc. is \$15,930.00.

The amount will be drawn from the External Affairs Department Budget and will be allocated to the External Affairs/ ARC Event project number EAE0000, general ledger code 5620-Office Expense.

STAFF RECOMMENDATION

The External Affairs Committee recommends that the Board of Directors approve a contract with La Brea Air Inc., for the ARC Grand Opening for an amount not to exceed \$16,000.00.



MEMORANDUM
ITEM NO. 8

DATE: AUGUST 12, 2019

TO: EXTERNAL AFFAIRS COMMITTEE

FROM: ROBB WHITAKER, GENERAL MANAGER

SUBJECT: APPROVAL OF A CONTRACT FOR ARC GRAND OPENING FOR AUDIO AND VISUAL EQUIPMENT

SUMMARY

The Water Replenishment District is hosting the grand opening of the Albert Robles Center for Water Recycling and Environmental Learning (ARC) on August 22, 2019.

The ARC grand opening will require extensive audio and visual equipment to accommodate the indoor and outdoor areas. Staff has been asked to obtain quotes for the audio and visual needs for the day of the event.

District staff reached out to three qualifying vendors to provide quotations. Upon completion of the site walk, quotes were received and are presented below:

Quote #1- Coast Party Rentals	Not able to accommodate needs for event
Quote #2- McCune AV	\$14,396.50
Quote #3- Pico Rivera Party Rentals	Not able to accommodate needs for event

The lowest responsive bidder is McCune Audio and Visual. The cost they quoted WRD is \$14,396.50. This cost includes A/V equipment for both indoor and outdoor spaces, and audio engineers to run the equipment properly.

FISCAL IMPACT

The total cost of this Audio and Visual Contract is \$14,396.50.

The amount will be drawn from External Affairs Budget and will be allocated to the External Affairs/ARC Event project number EAE0000, general ledger code 5620-Office Expense.

STAFF RECOMMENDATION

The External Affairs Committee recommends that the Board of Directors approve a contract with McCune Audio and Visual, for the ARC Grand Opening for an amount not to exceed \$16,000.00.



MEMORANDUM
ITEM NO. 9

DATE: AUGUST 12, 2019
TO: EXTERNAL AFFAIRS COMMITTEE
FROM: ROBB WHITAKER, GENERAL MANAGER
SUBJECT: DEPARTMENT REPORT

SUMMARY

Staff will report any significant department activities that are not agendaized and require no action on part of the committee.

FISCAL IMPACT

None

STAFF RECOMMENDATION

For discussion and possible action.