ASSOCIATION OF BAY AREA GOVERNMENTS
Representing City and County Governments of the San Francisco Bay Area

ABAG

MEMO

January 5, 2010

To: ABAG Executive Board

From: Judy Kelly, Director
San Francisco Estuary Project

Re: Authorization to Enter into a Contract with USGS
to Provide Support for the Bay-Delta Science Program Biennial Science Conference

Executive Summary
ABAG/SFEP has historically provided institutional support for multi-agency planning, environmental and scientific projects, estuarine and scientific public education and outreach in regions within the San Francisco Bay-Delta Estuary. This contract continues a longstanding working relationship with the Bay-Delta Science Program (formerly CalFed Science Program) to assist with planning and organization of the 2010 Bay-Delta Science Conference. The purpose of the 2010 Science Conference is to inform agency staff and stakeholders about the newest and latest information from scientific work funded in the Bay-Delta system. The conference will be organized with at least one plenary session and a series of concurrent sessions, each session organized around a specific scientific theme of critical importance to the Bay-Delta.

ABAG/SFEP will work with the Science Program Contract Manager to identify and invite qualified individuals to serve on the coordinating committee for this conference. ABAG staff will provide support for the coordinating committee during planning and implement the committee's overall plan for the conference structure. Activities will include organizing committee meetings and drafting meeting notes, identifying and working with conference chairs, program chairs, and session chairs to select, contact, and confirm presenters for each topic area, and organizing a plenary session. Other tasks include assisting with conference advertisement and registration, conference and facility logistics, poster program organization and setup, catering, staffing, and conference documetaion.

The conference supports implementation of the Comprehensive Conservation and Management Plan for the San Francisco Estuary.

Recommended Action:
Authorization is requested for the Executive Director or designee to enter into a new one year contract on behalf of ABAG/SFEP with the USGS for support services on the 2010 Bay-Delta Science Conference. The contract amount will not exceed $200,000.

Next Steps: Upon receipt of the contract document from USGS, the Executive Director or designee will execute the agreement.

Item 6.E.

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