

CLARK COUNTY  
STAFF REPORT

DEPARTMENT/DIVISION: Environmental Services / Resource Policy and Planning Division / Clean Water

DATE: April 21, 2015

REQUEST: Authorize approval for Acting County Manager to execute a contract with the Lower Columbia Estuary Partnership to perform a public outreach campaign for the Vancouver Lake Watershed Partnership.

CHECK ONE:  Hearing  Consent  Acting County Manager

**BACKGROUND:** The Vancouver Lake Watershed Partnership (Partnership) was formed in 2004 through efforts by the Port of Vancouver, City of Vancouver, and Clark County to bring together federal, state and local agencies and private citizens with interest and jurisdiction over Vancouver Lake and its watershed. A 2006 Intergovernmental Agreement (attached) designated Clark County as the financial agent for the Partnership, which consists of twelve public agency representatives, the Fruit Valley Neighborhood Association, and nine citizen members. The Partnership has conducted numerous technical studies and planning efforts to support a vision for the future improvement and enjoyment of Vancouver Lake. To continue the work of the Partnership, options have been vetted for educational and outreach campaigns aimed at providing classroom and on-the-water experiences, volunteer activities, and community forums to engage and educate citizens about this important community resource. The Partnership has determined the Lower Columbia Estuary Partnership is uniquely qualified to deliver this multi-pronged outreach program.


**COMMUNITY OUTREACH:** The Partnership conducted a series of meetings in 2014 and 2015 to discuss options and develop the scope for the educational and outreach campaign, most recently on January 27, 2015. Partnership meetings are open to the public.

**BUDGET AND POLICY IMPLICATIONS:** The contract is for one (1) year with a total cost not-to-exceed \$75,000. The contract may be extended by the Partnership for one (1) year with the additional expenditures not to exceed \$75,000. Funding for this work was provided through contributions from the City of Vancouver, Port of Vancouver, and Clark County under the Intergovernmental Agreement from 2006 – 2013.

**FISCAL IMPACTS:**  Yes (see Fiscal Impacts Attachment)  No

**ACTION REQUESTED:** Authorize approval for Acting County Manager to execute a contract with the Lower Columbia Estuary Partnership to perform a public outreach campaign for the Vancouver Lake Watershed Partnership.

**DISTRIBUTION:** Please return original copies of the signed contract and the approved staff report to Environmental Services Administration.

  
Jeff Schabel  
Clean Water Program Manager, Interim

  
Don Benton  
Environmental Services Director.

APPROVED: \_\_\_\_\_  
BOARD OF COUNTY COUNCILORS  
CLARK COUNTY, WASHINGTON

DATE: 5/12/15  
SR# 083-15

JS/JS/bt

Attachments: Contract, Scope of Work, Intergovernmental Agreement for the Vancouver Lake Partnership

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# FISCAL IMPACT ATTACHMENT

## Part I: Narrative Explanation

IA - Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information.

Execute a contract with the Lower Columbia Estuary Partnership to perform a public outreach campaign for the Vancouver Lake Watershed Partnership. Clark County is the financial agent for the Vancouver Lake Watershed Partnership.

The campaign includes classroom training, on-the-water experiences, volunteer opportunities, and community forums to engage and educate citizens about Vancouver Lake.

The contract provides for one year of services at a total cost not-to-exceed \$75,000. The Vancouver Lake Watershed Partnership has the option of renewing the contract for one additional year and \$75,000 of additional expenditures.

## Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
4420-1/Vancouver Lake		\$150,000				
<b>Total:</b>	\$0.00	\$150,000	\$0.00	\$0.00	\$0.00	\$0.00

II.A - Describe the type of revenue (grant, fees, etc.)

Funding for this contract was provided through annual contributions from the City of Vancouver, Port of Vancouver, and Clark County under the Intergovernmental Agreement from 2006 - 2013. These revenues are administered by the Clean Water Program under a separate Vancouver Lake fund (4420-1).

## Part III: Estimated Expenditures

III.A - Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
4420-1/Vancouver Lake			\$150,000				
<b>Total:</b>		\$0.00	\$150,000	\$0.00	\$0.00	\$0.00	\$0.00

III.B = Expenditure by object category

4420-1/Vancouver Lake	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual		\$150,000				
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
<b>Total:</b>	\$0.00	\$150,000	\$0.00	\$0.00	\$0.00	\$0.00

## **C O N T R A C T**

*THIS AGREEMENT, entered this \_\_\_\_ day of \_\_\_\_\_, 2015, by and between CLARK COUNTY, WASHINGTON, after this called "County," a municipal corporation of the State of Washington, and LOWER COLUMBIA ESTUARY PARTNERSHIP, a registered 501(c)(3) non-profit organization in the state of Oregon, after this called "Contractor." The County is acting as the financial agent for the VANCOUVER LAKE PARTNERSHIP after this called "Partnership," comprising of the funding partners of Clark County (Washington), City of Vancouver (Washington) and the Port of Vancouver (Washington).*

### W I T N E S S E T H

*WHEREAS, as a vital regional resource, Vancouver Lake fulfills a variety of functions, including wildlife habitat; flood control; wetlands, surface water and ground water hydrology; boating, bird watching, hiking, hunting and other recreational opportunities.*

*WHEREAS, the Partnership is the result of efforts by the Port of Vancouver, City of Vancouver Department, Clark County and the Fruit Valley Neighborhood Association, in 2004, to bring federal, state and local public agencies with interest and jurisdiction over Vancouver Lake and its watershed, together with citizen stakeholders (as described in the Interlocal Agreement, Attachment B attached).*

*WHEREAS, the Partnership has conducted numerous technical studies, planning efforts and outreach messaging for over a decade to support the future improvement and enjoyment of Vancouver Lake.*

*WHEREAS, the Partnership has vetted the options for educational and outreach campaigns from local service providers including experience in hands-on volunteer activities, large canoe paddle events, classroom watershed educational experiences and experience within the Lower Columbia River region and its ecosystem.*

*WHEREAS, County, acting as financial agent, is requesting professional services support to perform a public outreach campaign on behalf of the Partnership.*

*WHEREAS, Contractor has expertise in public outreach and is uniquely qualified to provide professional services related to the Partnership's campaign "Experience Vancouver Lake." The campaign will comprise of outreach to students, citizens and stakeholders through a variety of events and activities to enjoy the various aspects of Vancouver Lake.*

*WHEREAS, Contractor has provided high quality services to the Department of Environmental Services at the County for various environmental projects in the past to support the department goals and programs.*

*WHEREAS, County does not have available staff with the expertise to provide such services for the benefit of the County or the Partnership, NOW, THEREFORE,*

***THE COUNTY AND THE CONTRACTOR MUTUALLY AGREE AS FOLLOWS:***

- 1. Services. The Contractor shall perform services as described in Attachment A - Scope of Work.*
- 2. Time. The Agreement shall be deemed effective beginning May 1, 2015 and ending April 31, 2016.*
- 3. Compensation. County shall pay the Contractor for performing said services upon receipt of a written invoice. The parties mutually agree that billing will be at hourly rates and other direct costs as included in Attachment A, and in no event shall the total amount of billing exceed \$75,000 without prior written approval of the County. The contract may extend for one year at an additional contract limit of \$75,000 for the second year pending review and agreement of year one performance requirements by the Partnership.*
- 4. Termination. The County may terminate this Agreement immediately upon any breach of this Agreement by Contractor. The waiver by the County of one or more breaches shall not be held or construed as a waiver of any other breach or breaches. Further, County may terminate this Agreement upon immediate notice to Contractor in the event that the funding for the project, from wherever obtained, ceases or is reduced in amount. The Contractor will be reimbursed for services performed up to the date of termination.*

5. Independent Contractor. The Contractor shall always be an independent contractor and not an employee of the County, and shall not be entitled to compensation or benefits of any kind except as specifically provided herein.

6. Indemnification Clause. The Contractor does release, indemnify and promise to defend and save harmless the County, its elected officials, officers, employees and agents from and against any and all liability, loss, damages, expense, action, and claims, including costs and reasonable attorney's fees incurred by the County, its elected officials, officers, employees and agents in defense thereof, to the extent asserting or arising directly or indirectly on account of or out of the negligent acts, errors, or omissions in the performance of service, or failure to perform service, by Contractor and any employee or officer, pursuant to this Agreement. In making such assurances, the Contractor specifically agrees to indemnify and hold harmless the County from any and all bodily injury claims brought by employees of the Contractor and expressly waives its immunity under the Industrial Insurance Act as to those claims which are brought against the County; provided, however, this paragraph does not purport to indemnify the County against the liability for damages arising out of bodily injuries to person or damages caused by or resulting from the sole negligence of the County, its elected officials, officers, employees and agents.

7. Wage and hour compliance. Contractor shall comply with all applicable provisions of the Fair Labor Standards Act and any other legislation affecting its employees and the rules and regulations issued thereunder insofar as applicable to its employees and shall always save County free, clear and harmless from all actions, claims, demands and expenses arising out of said act and the rules and regulations that are or may be promulgated in connection therewith.

8. Social Security and Other Taxes. The Contractor assumes full responsibility for the payment of all payroll taxes, use, sales, income or other form of taxes, fees, licenses, excises, or payments now required by any city, federal or state legislation, or that may be enacted during the term of this Agreement, as to all persons employed by the Contractor in performance of the work pursuant to this Agreement; and Contractor

shall assume exclusive liability therefore, and meet all requirements there under pursuant to any rules and regulations that are now and may be promulgated in connection therewith:

9. Contract Documents. Contract documents consist of this Agreement, Attachment A hereto, and any written amendments hereto that may be adopted and signed by both parties in the future. If there is a conflict between this Agreement, including its amendments, and Attachment A, this Agreement and its amendments shall prevail.

10. Equal Employment Opportunity. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, handicap, marital status or national origin.

11. Changes. County may, from time to time, require changes in the scope of the services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between County and the Contractor, shall be incorporated as written amendments to the Agreement.

12. Governing Law; Venue. This Agreement shall be governed by the laws of the State of Washington. Venue for any litigation shall be in Clark County Superior Court, Washington.

13. Confidentiality. Contractor agrees to keep confidential all information relating to County, and including preparation materials and communications with the County, unless authorized by County to release the information.

14. Public records act: Notwithstanding the provisions of this Agreement to the contrary, to the extent any record, including any electronic, audio, paper or other media, is required to be kept or indexed as a public record in accordance with the Washington Public Records Act, RCW Chapter 42.56, as may hereafter be amended, Contractor agrees to maintain all records constituting public records and to produce or assist Clark County in producing such records, within the time frames and parameters set forth in state

law. Contractor further agrees that upon receipt of any written public record request, Contractor shall, within two business days, notify Clark County by providing a copy of the request to Clark County.

15. Conflict of Interest. The Contractor covenants that neither it nor any employee has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services hereunder. The Contractor further covenants that in the performance of this Agreement, no person having such interest shall be employed by it.

16. Consent and Understanding. This Agreement contains a complete and integrated understanding of the agreement between the parties and supersedes any understandings, agreement, or negotiations, whether oral or written, not set forth herein or in written amendments hereto duly executed by both parties.

17. Severability. If any provision of this Agreement is held invalid, the remainder would then continue to conform to the terms and requirements of applicable law.

IN WITNESS THEREOF, County and the Contractor have executed this agreement on the date first above written.

LOWER COLUMBIA ESTUARY PARTNERSHIP

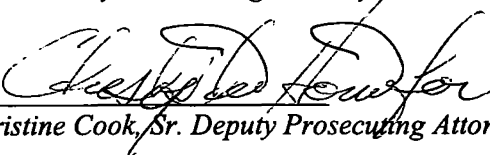
CLARK COUNTY, WASHINGTON

By \_\_\_\_\_  
Deborah Marriott, Executive Director

By   
Mark McCauley, Acting County Manager

APPROVED AS TO FORM ONLY

Anthony F. Golik,  
Clark County Prosecuting Attorney

By   
Christine Cook, Sr. Deputy Prosecuting Attorney

# Attachment A

## Scope of Work – Lower Columbia Estuary Partnership Vancouver Lake Partnership Outreach May 1, 2015

### I. Project Understanding “Experience Vancouver Lake”

*Experience Vancouver Lake* engages Vancouver area community members and students in a comprehensive watershed outreach program that builds community awareness and appreciation for Vancouver Lake. Estuary Partnership staff will build on existing, successful relationships with Vancouver area schools and partners, as well as build on previous efforts and partnerships, to create connections and a sense of ownership between Vancouver area citizens and Vancouver Lake through education, engagement, and direct on-the-water experiences. The program builds a constituency of people committed to ensuring Vancouver Lake remains a valued regional community treasure and environmental resource.

#### **Objectives:**

- Short term: Connect the community to Vancouver Lake through active engagement in a range of activities.
- Long term: Build ‘ownership’ and support for Vancouver Lake’s care and increase the value of the Lake and its environs to the community.
- The work will be completed in the following tasks, to be described below:

Task A. Educate – Vancouver Area Students

Task B. Engage – Vancouver Community Members in Vancouver Lake Events

Task C. Experience – Vancouver Lake Through On-Water Recreation Paddles

Task D. Exchange – Communicate to Support Vancouver Lake

Task E. Explore – Pursue Science and Restoration Opportunities

Task F. Administration – Contract Management

### II. Scope of Work

#### **Task A. Educate – Vancouver Area Students**

This task will include:

The Estuary Partnership has a six-person team of professional environmental educators, with extensive experience working with students throughout the lower Columbia River, including a long history of working with Vancouver area schools districts, schools, and students. Our programs meet state benchmark requirements for grade level as well as teacher classroom objectives. We help teachers learn how to teach in the field, something they have indicated they need. We will work with a range of



## Scope of Work - Continued

partners, focusing on schools in the Vancouver, Ridgefield and Evergreen School Districts with an emphasis on schools close to Vancouver Lake. Other partners are Clark County, the Port of Vancouver, Clark County Parks, Vancouver Parks, and community organizations such as the Vancouver Water Resources Center, Boys and Girls Clubs, and Boy Scouts and Girl Scouts. (Please note, this is not an inclusive list, we will adapt and expand partners throughout the project.)

Annually, as part of this project the Estuary Partnership will work with approximately 270 students (9 classes), providing approximately 1,900 hours of instruction to Vancouver area students on an extensive Vancouver Lake education project. Schools will include Vancouver and Clark County schools. Each class will receive three, one-hour classroom lessons covering a variety of watershed related concepts. The lessons delivered will introduce students to Vancouver Lake, the components of a healthy watershed, plant populations within the watershed, and the interconnectedness of all living things. In lesson one, students learn how water moves through a watershed from the land to nearby waterbodies and they are introduced to animals in the watershed and issues that can affect watershed health. During lesson two, students learn about native and invasive plants and how native plants increase watershed health and habitat in our watershed. During the final classroom lesson students explore the direct and indirect connections between organisms in the ecosystem and use these connections to evaluate the impact humans can have on the environment. All curricula address key Washington State Standards in Social Sciences and Science.

Classroom lessons are followed by a four-hour field trip to Vancouver Lake. The Estuary Partnership provides hands-on opportunities to help students become vested in local natural areas and watershed health. The field trip stimulates students' curiosity for Vancouver Lake and reinforces and further develops their understanding of concepts learned in the classroom. The outdoor setting provides learning opportunities that are not available in the classroom, and supports students who learn better through direct experience. Most important, field trips are designed to create a sense of place for students. Ultimately, place based connections help students become more environmentally aware and promote behavior that will benefit Vancouver Lake. Students will have fun exploring Vancouver Lake, be introduced to ways to utilize the lake for recreation and build personal connections to the lake through direct experience. Field trips are fully integrated with and build upon the classroom lessons and the Estuary Partnership closely coordinates field programs with teachers. A typical field trip includes three activities: a service learning project, an on-water experience, and a watershed exploration and plant activity. Students will spend approximately one hour completing each activity.

Around 20 parent volunteers will be involved annually, assisting with student field trips and learning about Vancouver Lake along with the children. Costs include bus transportation for students, teachers and parent chaperones and volunteers.

Pre-and post-project student surveys will be administered to assess the effectiveness of the project. Student surveys will be given prior to the first classroom lessons and following the field trip. The project assessment will gauge increase in watershed knowledge and affinity to Vancouver Lake. This includes formal evaluation of the survey data by an outside evaluator, Dr. Paul Michael Associate Professor of Psychology at Pacific University. Dr. Michael works with the Estuary Partnership to assess the effects of our watershed education program on students including watershed knowledge and affinity for nature.

Assessments over many years reveal project successes including a statistically significant increase in watershed knowledge following involvement in the Lower Columbia Project and an increase in their affinity for local natural areas.

Year 1: Task A-1 Assumptions – Classroom Lessons:

- Classroom lessons will focus on the Vancouver Lake watershed.

Year 1: Task A-1 Deliverables – Classroom Lessons:

- Nine classes (approximately 270 students) are engaged in the project.
- Students receive three, one-hour classroom programs.

Year 1: Task A-2 Assumptions – Field Trips:

- Clark County will help facilitate access to the Vancouver Lake site.

Year 1: Task A-2 Deliverables – Field Trips:

- Nine classes (approximately 270 students) are engaged in field trips.
- Students receive one, four-hour field trips to Vancouver Lake.

Year 1: Task A-3 Deliverables- Project Assessment approximately 50% of students involved in the project will be assessed

## **Task B. Engage –Vancouver Lake Events For Community Members**

This task will include:

Annually, the Estuary Partnership will conduct five community events and engage a total of approximately 100-130 community members. These numbers are based on LCEP's 15-years of experience hosting volunteer planting events; we typically see about 20-25 volunteers per event. Recently, we have had one event that had 60 volunteers, so it is possible that more volunteers may join; our projections are conservative. The exact nature of the events will be determined by needs and opportunities and may vary from season to season; the focus will be on plantings or invasive plant removal. Other events include birding hikes and clean ups. The Estuary Partnership's Education Team and Volunteer Coordinator will host each event, recruit volunteers, provide all necessary materials, and provide site information during the event. Estuary Partnership scientists will provide additional support as needed.

The Estuary Partnership conducts dozens of community events each year in the lower Columbia River. Events focus on getting people outside and engaged with local natural resources in a direct way.

Year 1: Task B-1 Assumptions –

- Clark County will help facilitate access to the Vancouver Lake site.

Year 1: Task B-1 Deliverables –

- Five community events that engage a total of approximately 100-130 community members in Vancouver Lake activities. The Estuary Partnership will work to recruit community members from non-typical partners, such as local businesses and business associations.

### **Task C. Experience – Vancouver Lake Through On-Water Recreation Paddles**

This task will include:

The Estuary Partnership will engage up to 120 people with on-water Vancouver Lake experiences each year. Options include, hosting two annual community paddle days with multiple trips in the 29' foot canoes; and/or hosting an annual 11-mile community paddle from Vancouver Lake to Ridgefield, Washington, that highlights opportunities and issues along Lake River – a key input to Vancouver Lake. The Estuary Partnership will also reach out to the Vancouver Sailing Club and Vancouver Crew club to explore partnership opportunities.

The Estuary Partnership has more than a decade of experience coordinating the Lower Columbia River Water Trail and promoting recreational activities.

The Estuary Partnership will promote and improve access to the Lewis River – Vancouver Lake Water Trail by developing an on-line map based on the Lewis-River-Vancouver Lake Water Trail Paddling Guide that allows people to further explore the water trail for trip planning purposes. The Estuary Partnership also will work to clarify Vancouver Lake area signage and rules regarding non-motorized boating, work to enhance non-motorized boat access to Vancouver Lake, and investigate installation of mile markers and/or other appropriate signage between Vancouver Lake and Ridgefield that will facilitate experience and understanding of Vancouver Lake. The Estuary Partnership is proposing to provide these services at no cost to this project. These signs are Lower Columbia Water Trail signs that are being put up along the 146 mile trail. The Estuary Partnership previously has been identified by Vancouver-Clark Parks as an entity that could help coordinate the Lewis River – Vancouver Lake Water Trail because County and City funding was unable to do so. The Estuary Partnership is completing a large signage project for the Lower Columbia River Water Trail and has experience, expertise, and extra signage that could be utilized for this project.

Year 1: Task C-1 Assumptions –

- Clark County will help facilitate access to the Vancouver Lake site.

Year 1: Task C-1 Deliverables –

- At least 120 community members engaged in on-water Vancouver Lake experiences on board the Estuary Partnership's two, 29-foot canoes.

### **Task D. Exchange – Communicate to Support Vancouver Lake**

This task will include:

Task D-1: Estuary Partnership community relations staff, working with the Education and Science Team, will use various communication strategies to implement the program. The focus will be to, promote Vancouver Lake events, build community engagement, and engage further with existing Vancouver Lake users (sailing and rowing clubs, paddling shops, community groups, etc.) to enhance and build on cross promotion opportunities. As needed by Port of Vancouver, City of Vancouver, and Clark County, the Estuary Partnership staff will prepare content for press releases, websites (Estuary Partnership, Port of Vancouver, Clark County, and City of Vancouver), Facebook pages, and other social media platforms that engage people in Vancouver Lake and create community and long-term stewardship of its vital recreation and natural areas. These materials will relate to the work done pursuant to the tasks specified in this scope of work (i.e., the student activity, volunteer projects, canoe paddles).

Task D-2: The Estuary Partnership will work with City of Vancouver, Clark County, the Port of Vancouver, Washington State University, and other community partners to develop and host a one-day Vancouver Lake focused forum designed to engage members of the Vancouver Lake Watershed Partnership, other key stakeholders, and the community in a day of Vancouver Lake focused updates and discussion. We will develop the forum agenda collaboratively and it may include a range of topics from emerging science about Vancouver Lake and its environs, to restoration, education, and recreation updates, to educational activities, to a community/public engagement discussion. The forum will provide an opportunity to focus the Vancouver area community on Vancouver Lake and its resources, opportunities, challenges, and could include an outdoor component, and or a community/public engagement discussion.

Year 1: Task D-1 Assumptions – Communicate to support Vancouver Lake:

- None.

Year 1: Task D-1 Deliverables – Communicate to support Vancouver Lake:

- A summary of the Estuary Partnership’s Vancouver Lake communication activities during Year 1.

Year 1: Task D-2 Assumptions – Host Community Forum:

- Clark County, the Port of Vancouver, and the City of Vancouver will help plan the community forum and participate in the forum.

Year 1: Task D-2 Deliverables – Host Community Forum:

- One community forum.

## **Task E. Administration – Contract Management**

This task will include:

The Estuary Partnership will manage the contract and provide appropriate oversight and fiscal management. The Estuary Partnership will provide monthly activity reports and a year-one progress report. Activity reports will be brief summaries of project activities. The one-year progress reports will summarize project activities, results, and challenges. The Estuary Partnership will meet with Clark County, the Port of Vancouver, and the City of Vancouver after year-one to discuss continuation of the project into year two and year-two project activities.

**Note:** In addition to the tasks identified in this scope of work, the Estuary Partnership has a technical team of nine scientists. They bring water quality and ecosystem monitoring expertise, habitat restoration project development and implementation expertise, and other science experience relevant to Vancouver Lake, as well as a strong network of partnerships within the science community. At no cost to Vancouver, Clark County or the Port of Vancouver, for this project, the Science Team will work with the Education Team on curriculum refinement and service learning/community planting project development and participate in the planning and delivery of the annual forum, which may include discussion and exploration of investigations to further enhance understanding of the Vancouver Lake system and inform future management decisions.

### III. Schedule

The project schedule below is for one year. Most project activities will be ongoing throughout the one-year period. Below is a timeline of tasks and milestones.

Spring 2015:	Initiate project
Spring 2015 – Spring 2016:	Initiate and continue communication work (Task D)
Summer 2015 – Spring 2016:	Conduct on-water community paddle activities (Task C)
Fall 2015:	Future funding check-in to consider grant applications
Fall 2015 – Spring 2016:	Begin and continue student classroom lessons (Task A)
Fall 2015 – Spring 2016:	Begin and continue student Vancouver Lake field trips (Task A)
Spring 2016:	Meet with Clark County, Port of Vancouver, and City of Vancouver to check-in on year-one progress and discuss year-two project activities
Spring 2016:	Host community forum (Task D)
Spring 2016:	Provide year-one project report summarizing project activities

**BUDGET - [By Task/sub-task, staff position and costs]**

**Task A. Education Vancouver Area Students: \$26,485.90**

Lead: Senior Environmental Educator, work with teachers to adapt curriculum, secure sites for students, deliver curriculum in class and field, 324 hours @\$46.66 per hour.

Volunteer Coordinator & Environmental Educator, assist with delivering curriculum, 114.4 hours @\$48.94 per hour.

Education Programs Manager, oversee and work with teachers, help in classroom and field, 62.2 hours @\$60.60/hour

Bus transportation for students, \$500.00 (Five trips (10 classes) at \$100.00 per trip), school bus rental. Planting supplies, \$1,500.00.

**Task B: Engage Vancouver Community Members in Vancouver Lake Events: \$26,126.27**

Lead: Volunteer Coordinator, recruit and organize events, coordinate with partners, deliver events in field, 292.2 hours @\$48.94/hour.

Senior Environmental Educator, assist in preparation, deliver events in field, 120 hours @\$46.66/hour.

Education Programs Manager, oversee and assist in field delivery of events, 78 hours @\$60.60/hour.

Planting supplies, \$1,500.00.

**Task C: Experience Vancouver Lake through On-Water Recreation Paddles: \$9,652.08**

Lead: Volunteer Coordinator, coordinate with partners, organize events, deliver events, 92 hours @\$48.94/hour.

Senior Environmental Educator, assist and deliver events, 71.7 hours @\$46.66/hour

Deputy Director (Water Trail), help deliver events, 16 hours @\$74.88/hour

Education Programs Manager, oversee and assist in delivering events, 10 hours @\$60.60/hour

**Task D: D-1 Communicate to Support Vancouver Lake: \$3,483.20**

Lead: Community Relations Manager, prepare outreach materials, 40 hours @\$50.49/hour.

Education Programs Manager, 8 hours @\$60.60/hour.

Volunteer Coordinator, 20 hours @\$48.94/hour.

**Task D: D-2 Host Annual Vancouver Lake Partnership and Community Forum/Gathering: \$6,722.62**

Lead: Community Relations Manager, help organize events, coordinate with partners, help deliver agenda, coordinate event, 80 hours @\$50.49/hour

Deputy Director, help organize and lead event, 16 hours @\$74.88/hour

Education Programs Manager, assist with event, 11.4 hours @60.60/hour

Forums supplies (assumes donated space), packets, printing costs for 70 attendees, \$794.50

**Task E: Management, Invoicing, Reporting and Tracking: \$2,323.20**

Lead: Finance Manager, manage all contract obligations, 40 hours @ \$58.08 per hour.

Scope of Work - Continued

TASK	Hours	Rate	Line Total	Task Total
<b>1 Task A - Education Vancouver Area Students</b>				<b>\$26,485.90</b>
2 Senior Environmental Educator	324	\$46.66	\$15,117.84	
3 Volunteer Coordinator and Educator	114.4	\$48.94	\$5,598.74	
4 Education Programs Manager	62.2	\$60.60	\$3,769.32	
5 Bus Transportation (5 trips (10 classes) at \$100/each)		\$500.00	\$500.00	
6 Planting supplies		\$1,500.00	\$1,500.00	
<b>8 Task B - Engage Vancouver Community Members in VL events</b>				<b>\$26,126.27</b>
9 Volunteer coordinator	292.2	\$48.94	\$14,300.27	
10 Senior Environmental Educator	120	\$46.66	\$5,599.20	
11 Education Programs Manager	78	\$60.60	\$4,726.80	
12 Planting supplies		\$1,500.00	\$1,500.00	
<b>14 Task C - Experience Vancouver Lake with On-Water Paddles</b>				<b>\$9,652.08</b>
15 Volunteer coordinator	92	\$48.94	\$4,502.48	
16 Senior Environmental Educator	71.7	\$46.66	\$3,345.52	
17 Deputy Director (water trail)	16	\$74.88	\$1,198.08	
18 Education Programs Manager	10	\$60.60	\$606.00	
<b>20 Task D (D1) - Communicate to Support Vancouver Lake</b>				<b>\$3,483.20</b>
21 Volunteer coordinator	20	\$48.94	\$978.80	
22 Community Relations Manager	40	\$50.49	\$2,019.60	
23 Education Programs Manager	8	\$60.60	\$484.80	
<b>25 Task D (D2) - Host Annual Vancouver Lake Partnership Forum - 70 attendees</b>				<b>\$6,722.62</b>
26 Community Relations Manager	80	\$50.49	\$4,039.20	
27 Education Programs Manager	11.4	\$60.60	\$690.84	
28 Deputy Director	16	\$74.88	\$1,198.08	
29 Forum supplies (packets, printing costs, etc.)		\$794.50	\$794.50	
<b>31 Task E - Pursue Science and Restoration opportunities</b>				<b>\$0.00</b>
32 (Support incorporated into other tasks as needed)	0	0	\$0.00	
<b>34 Task F - Contract Management</b>				<b>\$2,323.20</b>
35 Finance Manager	40	58.08	\$2,323.20	
<b>PROJECT TOTAL - Year 1</b>				<b>\$74,793.27</b>