

**S U M M A R Y O F E X E C U T I V E B O A R D A P P R O V A L**

Work Item No.:	1720 (FSRC 1343)
Contractor:	Ariel Rubissow Okamoto
Work Project Title:	SFEP Writing, Editorial, and Administrative Services Project
Purpose of Project:	Produce ESTUARY News magazine and other publications
Brief Scope of Work:	Produce ESTUARY News magazine, administer the magazine including managing budget and raising outside funds, and editorial services as needed for other SFEP publications
Project Cost Not to Exceed:	<p>\$500,000, as follows:</p> <p>4/1/2019-6/30/2020 \$125,000 (\$31,250 EPA + \$93,250 donations)</p> <p>7/1/2020 – 6/30/2023 \$300,000 (\$25,000 EPA + \$75,000 donations) per fiscal year</p> <p>Estimate of Additional Fundraising \$ 75,000 (If available, to be used for other SFEP publications)</p>
Funding Source:	U.S. Environmental Protection Agency
Fiscal Impact:	Funds programmed in FY 2018-19 Budget
Motion by Committee:	The Executive Board is requested to authorize the Executive Director of the Metropolitan Transportation Commission, or her designee, to negotiate and enter into a contract on behalf of the San Francisco Estuary Partnership with Ariel Rubissow Okamoto for Writing, Editorial, and Administrative Services in an amount up to \$500,000 from on or about April 1, 2019 to June 30, 2023, with funding for the agreement consisting of three components: 1) EPA Grant Funds; 2) fundraising efforts by the contractor to be recommended; and 3) additional grant funds if available.
ABAG Executive Board Approval:	David Rabbitt, ABAG President
Approval Date:	