

Integrated Planning & Management Inc. Deliverable Status and Final Report

Task #	Deliverables	Deliverable Status or Explanation
Task 1 A Program Coordination	Quarterly Written summary of the Committee interactions and progress in relationship to the workplan	Alternatively, the Program Workplan was not approved at the beginning of the project and verbal updates were provided on Committee interactions and progress at SALTY 5 and CV-SALTS admin Committee meetings as needed, see SALTY 5 Agenda and meeting notes on CD.
Task 1 B	Quarterly written assessment of program priorities and budget needs for the priorities including updates as developed	Quarterly assessments were not required by the Committee. Alternatively, changes to the program budget were addressed as needed based on developing scopes of work. Budget and other verbal reports were made the executive committee quarterly or more often as needed.
Task 1 C	Annual written report on the accomplishments and status of the program, in relationship to the revised workplan, budget and schedule and proposed changes to the program tasks, scope, budget and schedule	Completed, Final Reports on CD
Task 1 D	Documentation of identified issues for discussion and resolution by Executive Committee	Completed, documentation prepared when needed. SALTY 5 Agendas on CD.
Task 2 A Meeting Management & Facilitation	2.2.1 Agenda prepared and posted to website	Approximately 35 Agenda's prepared and posted completed. Agenda's on CD
Task 2 B	2.2.2 Agenda and meeting materials received prior to posting of agenda	Completed, Agenda were prepared and circulated prior to the posting for comments or changes. Emails were circulated and are not included on CD.
Task 2 C	2.2.3 Notes as described in the task section above	Notes were prepared for approval and posting. Completed. Notes on CD
Task 2 D	Decision Facilitator and materials development and follow-up	Completed. Materials from Tim Moore on CD.
Task 3 A Communication Outreach & Information Exchange	3.1 Updated and current email database	Completed updates to excel email database on a monthly basis, used for committee meeting notices. Some committees have

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		not met or do not use the database, such as the Education and Outreach Committee/ Lower San Joaquin Committee. Email Datasbase on CD
Task 3 B	3.2 Updated and high functioning website	Redesign and implementation of the website completed, Website will not fit onto the CD but is located at www.cvsalinty.org
Task 3 C	3.3 Outreach Meeting Materials and updates on actions	Outreach materials were prepared. 6 PowerPoint presentations and material for new member recruitment, shown in the deliverable files. PowerPoints and Brochure on CD.
Task 3 D	Updated Communications Plan	Not initiated, the Executive Committee did not convene the Education and Outreach Committee and an updated communications plan was not needed, budget deferred to other tasks in Task 3.
Task 4 A Identify & Pursue Funding Opportunities	Updated List of Potential Members and status	Monthly the Updated list of members and the status of efforts with them was documented in the SALTY 5 Agenda. Completed. SALTY 5 Agendas on CD under Task 1.
Task 4 B	List of Potential Funding Sources	Not Initiated, no specific list was developed, alternatively, in accordance with the Funding and Fundraising ad-hoc Committee recommendation and short and long term approach was developed and members of the CVSC worked to implement the approach.
Task 4 C	Materials for grant support	Materials including support letters and information were developed and provided, complete. Letters on CD
Task 5 A Development,	Developed criteria, scope of work, budget estimated, schedule, and	Considerable effort was dedicated to

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Support and Management of Selected Contracts	funding availability assessment	working to develop the ICM approach and scope of work, manage Technical Projects after the TPM was dismissed and to get the TPM and other contracts funded and contracted. Completed. ICM approved scope on CD.
Task 5 B Development, Support and Management of Selected Contracts	Two requests for proposals and materials	Developed several RFP documents with the Drainage Authority including the ICM, Ag Zone and other scopes and manage the contracts, when awarded. Completed. Materials on CD
Task 5 C	Solicitation process and documentation	Supported selection process and prepared agenda's recommendation documents and other materials as needed. Completed. Recommendations are in Executive Committee Agenda, on CD.
Task 5 D	Prepare documents and oversee work, coordinate with appropriated committees	Coordinated with Technical and Executive Committees and reviewed work from Committees and consultants. Complete, no documents related to this deliverable.
Task 6 A Refine Policy, Framework and Resulting Strategy and Workplan	Draft and Finalized Policy and Framework	Revised and Policy Framework approved by the Executive Committee, complete. On CD
Task 6 B	Updated Strategy and Workplan including summary scope, schedule and budget within existing funding	Revised Work plan approved by the Executive Committee, complete. On CD with above
Task 6 C	Unfunded work summary scope with budget and preliminary schedule	Alternatively, all work was adjusted to funding levels based on priority and funding availability. Tasks with vague scopes, that may have had unfunded work, were reduced in scope to allow progress and better development of scopes and costs for future efforts.
Task 6 D	Program Milestones for progress	A detailed schedule was developed as part

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		of the Update to the Workplan, which contained program tasks and milestones. Complete. Work Plan on CD with above.
Task 7 A Develop Scope of Work to Complete Work Elements from the Updated Workplan	List of Workplan Work Elements for development	Worked with TPM and Technical Committee to develop scope description for next elements in the updated workplan including the Ag Zoning and SNMP phases of work under the Initial Conceptual Model, documents on CD.
Task 7 B	Scope of Work outline for Initial Work Elements at the direction of the Executive Committee	Informal work scope outlines were produced as requested including the Ag Zone outline and detailed information related to the ICM and SNMP work. Complete. Documents on CD with above.