



# INTEGRATED PLANNING AND MANAGEMENT INC.

GENERATING VALUE THROUGH INTEGRATION

360 Lakeside Ave  
Redlands, California 92373  
909-793-8498 [www.intpln.com](http://www.intpln.com)

January 11, 2013

CV-SALTS Facilitation Scope, Schedule and Budget

## SCOPE and DELIVERABLES

Under the extended IPM contract 12 additional months of Facilitation Services will be provided by IPM subcontractor Risk Sciences –Tim Moore. The scope of the services will be similar to that provided over the prior 24 months.

Risk Sciences will provide facilitation services for Monthly meetings of the Executive Committee for up to 12 months. The issues and topics will be determined by the Executive Committee as the process develops but will cover the areas included in the February 2012 approved workplan. Deliverables include Agenda preparation and materials prepared for each meeting and modified based on Executive Committee feedback

## SCHEDULE

The contract extension will be for 12 calendar months from February 28, 2013 to February 28 2014. .

## BUDGET

The 12 months are estimated based on the existing level of effort of 2.5 days per month or 20 hours. 20 hours per month at \$250 per hour for 12 months at for a total of \$60,000. Travel costs are estimated at \$800 per trip based on existing costs plus expected increases for a total of \$9,600. Other Direct costs for IPM, for reproduction and miscellaneous costs are \$400. Rather than an overhead percentage for subcontractors, IPM will charge actual costs for management, contracting and invoicing of \$5,000. The total of these costs results in the estimated not to exceed cost of \$75,000.

Please let me know if you will need any further documentation for this change.

Daniel B. Cozad, Principal  
Integrated Planning and Management Inc.

CC via email

Pam Buford CVRWQCB