

South Bay Cities Council of Governments

April 9, 2018

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Executive Director
Kim Fuentes, Deputy Executive Director

SUBJECT: SBCCOG Volunteer Recognition Wall

Adherence to Strategic Plan:

GOAL C: Member Networking and Communications. Sustain and strengthen Board and member commitment to SBCCOG and its initiatives.

BACKGROUND

At the January Board of Directors meeting, Councilman Franklin requested SBCCOG staff research the creation of a Volunteer Recognition Wall. The SBCCOG's volunteers are annually recognized for their hours of service at a special event each November; however, there currently is no perpetual recognition wall.

For many years, the SBCCOG has been recognizing volunteers at specified hours of achievement and recognizing them for their longevity of service.

It is envisioned that the Recognition Wall would consist of perpetual name plaques for the highest levels of awardees (see Exhibit 1). The recognition would start based on the last three years of volunteer service as follows: Bronze Sustainability Leader Award – 250 hours; Silver Sustainability Leader Award – 500 hours; Gold Sustainability Leader Award – 1,000; Platinum Sustainability Leader Award – 1,500; and SBCCOG Lifetime Sustainability Leader Award – 2,000 hours. Names would be added or moved between categories after the annual November recognition event. Since we began cumulative hours in service (2014) we have had 6 at Bronze, 2 at Silver, 2 at Gold and 1 at Lifetime.

Staff collected two vendor bids for brass name plates. Vendors were asked to bid on a walnut board measuring 35 x 31 inches with a brass plate for the title of the plaque, brass plates designating categories, and brass plates for names.

Bid No. 1 came in at \$1,129.50 plus tax

Bid No. 2 came in at \$450 but this bid is for a smaller version – 18 x 24 inches with no brass plates, just black plates.

Staff still needs to find out if there is additional cost for installation.

RECOMMENDATION

Provide direction to staff on appearance, criteria and cost

Bid No. 2

