



County of El Dorado

330 Fair Lane, Building A
Placerville, California
530 621-5390
FAX 622-3645
www.edcgov.us/bos/

Legislation Text

File #: 13-1385, **Version:** 2

Chief Administrative Office, Economic Development Division, recommending the Board consider the following:

- 1) Approve and authorize the Purchasing Agent to sign Agreement for Services No. 401-S1411 with Grant Management Associates of Chico and South Lake Tahoe in an amount not to exceed \$24,000 to provide grant development and administration services to the County; and
- 2) Approve and authorize the Purchasing Agent to sign Funding Agreement No. 091-F1511 with the Economic Development Corporation of El Dorado County in an amount not to exceed \$45,000 to provide grant development and administration services to local, non-profit, community-based organizations.

FUNDING: Transient Occupancy Tax.

BUDGET SUMMARY:	
Total Estimated Cost.....	\$69,000
Funding.....	\$69,000
Budgeted.....	\$100,000
New Funding.....	
Savings.....	
Other.....	
Total Funding Available.....	\$100,000
Change To Net County Cost.....	\$0

Fiscal Impact/Change to Net County Cost

Funding has been budgeted for this purpose in the Promotions section of the Economic Development budget. There is no change to Net County Cost associated with this item.

Reason for Recommendation

On March 25, 2013 (Item 6, File ID 13-0081), at the recommendation of the Community and Economic Development Advisory Committee (CEDAC), the Board of Supervisors directed staff to develop a Grant Development Program RFP that would invite proposals to address a variety of grant-related support services including Funding Needs Analysis, Grant Research, Grant Proposal Development, Grant Administration and Reporting, as well as training in preparing comprehensive grant proposals.

On July 16, 2013 (Item 29, File ID 13-0863), the Board approved the Grant Development Program and authorized the release of the Request for Proposal No. 14-918-008. The Procurement and Contracts Division issued the RFP. A team of representatives from CEDAC, the Community Development Agency and the Chief Administrative Office evaluated the proposals and voted to

recommend Grant Management Associates (GMA). At its October 24, 2013 meeting, CEDAC voted to support the recommendation. On November 5, 2013 (Item 4, File ID 13-1385), the Board of Supervisors awarded RFP No. 14-918-008 to GMA and authorized the Purchasing Agent to execute an agreement for services in an amount not to exceed \$65,000.

Per County Counsel recommendation, staff prepared Agreement for Services No. 401-S1411 with GMA, in an amount not to exceed \$24,000 to provide grant research, writing and administrative services to County and Funding Agreement No. 091-F1511 with Economic Development Corporation of El Dorado County (EDC), a non-profit profit organization, in an amount not to exceed \$45,000 to collaborate with County staff in the provision of the same services to non-profit, community-based organizations.

Action to be taken following Board approval

Following Board approval, the Procurement and Contracts Division will process the Agreement for Services and the Funding Agreement and forward both to the Chief Administrative Office, Economic Development Division, for administration.

Contact

Jim Claybaugh, 621-7539