



# Mendocino County

## Legislation Text

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File #: 20-0332, Version: 1

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**To:** Board of Supervisors

**From:** Executive Office

**Meeting Date:** April 20, 2020

**Department Contact:** Carmel J. Angelo

**Phone:** 463-4441

**Department Contact:** Darcie Antle

**Phone:** 463-4441

**Item Type:** Consent Agenda

**Time Allocated for Item:** n/a

**Agenda Title:**

Approval of Retroactive Agreement with West Business Development Center in the Amount of \$85,000, Term Effective April 13, 2020 to June 30, 2020, to Provide Services Specific to Long Term Economic Development in Response to the COVID-19 Pandemic

**Recommended Action/Motion:**

Approve retroactive Agreement with West Business Development Center in the amount of \$85,000, Term Effective April 13, 2020 to June 30, 2020, to provide services specific to long term economic development in response to the COVID-19 pandemic; authorize the Mendocino County Chief Executive Officer or designee to sign any amendments to the Agreement that do not increase the maximum contracted amount; and authorize Chair to sign same.

**Previous Board/Board Committee Actions:**

April 7, 2020, Item 5(a), Correspondence and presentation from Mary Anne Petrillo of West Business Development Center as part of an update associated with the Novel Coronavirus (COVID-19) pandemic

**Summary of Request:**

On April 7, 2020, Ms. Mary Anne Petrillo of West Business Development Center, Mendocino County's Small Business Administration resource, presented to the Board of Supervisors as part of the County's Business Community and Economic Impacts Report during an update related to the COVID-19 pandemic. Ms. Petrillo spoke specifically about existing and potential negative impacts to the local economy, resources currently available to local businesses, and the need for an ongoing collaborative process to collect economic disaster data and apply for grant funding. In response, the Board of Supervisors supported execution of a contract with West Business Development Center to further address economic recovery in Mendocino County.

Pursuant to the proposed Agreement, West Business Development Center will:

- Create an outreach program and survey to report on data regarding the economic downfall and recovery of local businesses due to COVID-19
- Create a framework for businesses about how to operate in a COVID-19 economy
- Monitor accessible grants and other resources for local business owners, including notification to business owners and assistance with completion of grant applications
- Create a shop local campaign and platform to ensure an increase of eCommerce capacity

•Act as the Economic Development representative and coordinate communications for external town hall in participation with County Supervisors to provide education and foster business recovery

The Executive Office requests a retroactive start date of April 13, 2020, due to the nature of the COVID-19 emergency and the need for services to begin as soon as possible.

**Alternative Action/Motion:**

Do not approve Agreement and provide direction to staff.

**Supervisorial District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** [HTTPS://WWW.WESTCENTER.ORG/](https://www.westcenter.org/)

**Fiscal Details:**

**source of funding:** Disaster Recovery (DR-2910)

**current f/y cost:** \$85,000

**annual recurring cost:** n/a

**budget clarification:** DR-2910-863280

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

**budgeted in current f/y:** No

**if no, please describe:** This is an emergency contract

**revenue agreement:** Choose an item.

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**CEO Liaison:** Darcie Antle, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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**Executed By:** Lindsey Dunham, Deputy Clerk I

**Date:** April 20, 2020

**Note to Department** Number of Original Agreements

Returned to Dept: 0 Original Agreement Delivered to Auditor? No

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**Final Status:** **Approved**

**Executed Item:** **Agreement** Number: 20-032

