



Mendocino County

Legislation Text

File #: 17-0944, Version: 1

To: Board of Supervisors

From: Planning and Building Services

Meeting Date: October 17, 2017

Department Contact: Adrienne Thompson

Phone: 234-6677

Department Contact: Nash Gonzalez

Phone: 234-6650

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Approval of Amendment to Board of Supervisors Agreement No. 14-037 and Board of Supervisors Agreement No. 16-075, Between the County and West Company (West Co.) Increasing the Agreement Value by \$125,580, From \$423,820 to \$549,400, and Extending the Term of the Agreement to June 30, 2018, to Continue Operating the County's Microenterprise Technical Assistance Services Program Funded by the County's 2012 Community Development Block Grant (CDBG) Program

Recommended Action/Motion:

Approve amendment to Board of Supervisors Agreement No. 14-037 and Board of Supervisors Agreement No. 16-075 with West Co. increasing the Agreement value by \$125,580, from \$423,820 to \$549,400, and extending the term of the Agreement to June 30, 2018, to continue operating the County's Microenterprise Technical Assistance Services Program funded by the County's 2012 Community Development Block Grant (CDBG) Program; and authorize Chair to sign same.

Previous Board/Board Committee Actions:

The Board approved the 2012 CDBG Application on March 27, 2012 (Resolution No. 12-055). On July 8, 2014 the Board approved Agreement No. BOS 14-037 with West Co. to operate the County's Microenterprise Technical Assistance Service Program. On June 7, 2016 the Board approved Amendment No. BOS 14-037A1 to Agreement No. 14-037 to allocate an additional \$70,000 of CDBG funding to West Co. to continue operating the County's Microenterprise Technical Assistance Service Program (Resolution No. 15-162 - November 3, 2015). On June 6, 2016 the Board approved Resolution No. 16-075 to allocate an additional \$76,320 of CDBG funding to West Co. to continue operating the County's Microenterprise Technical Assistance Service Program. On July 11, 2017, the Board approved Resolution No. 17-098 to allocate "on-hand" Program Income as needed to complete the 2012 Community Development Block Grant.

Summary of Request:

The Housing and Community Development (HCD) Department of the State of California awarded the County \$1,000,000 of CDBG funding in 2012. The Microenterprise Technical Assistance Services Program was one of seven projects. Planning and Building Services (PBS) conducted an RFP for Microenterprise Technical Assistance Services and West Company was the only responder. PBS conducted a cost reasonableness analysis, justifying an agreement with West Company, to operate the County's Microenterprise Technical Assistance Services Program. Since July of 2014, the Board has executed several agreements to increase the

amount of the service agreement to West Company from the on-hand Program Income. At this time, to close out the 2012 grant, a minimum of \$75,356 of additional Program Income must be spent for the County to be eligible to apply for future grant funding. Also, to ensure that all on-hand Program Income can be spent prior to the expected close-out date of the grant in June 2018, Planning & Building Services is requesting the potential increase of payment to West Co. by \$50,224, for a total of \$125,580.

Alternative Action/Motion:

Do not approve the amendment to the agreement and provide direction to staff.

Supplemental Information Available Online at: N/A

Fiscal Impact:

Source of Funding: 0402-862189

Budgeted in Current F/Y: Yes

Current F/Y Cost: \$125,580

Annual Recurring Cost: N/A

Supervisory District: All

Vote Requirement: Majority

Agreement/Resolution/Ordinance Approved by County Counsel: Yes

CEO Liaison: Kenneth Spain, Administrative Analyst II

CEO Review: Yes

CEO Comments:



FOR COB USE ONLY

Executed By: Nadia Tipton

Final Status: **Approved**

Date: October 18, 2017

Executed Item No.: **Agreement** Number: 16-075-A1

Note to Department:

Executed Documents Returned to

Department: Originals _____ Copies

_____ Hand Delivered _____ Interoffice

Mail _____ Executed Agreement Sent to

Auditor? Y/N