

DEPARTMENT: Administration

BY: Lee Stetson, Interim CAO
PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION:

It is recommended that the Board of Supervisors approve a resolution and authorize the award of a Professional Service Agreement in the amount of \$36,050 to Chabin Concepts for a Planning and Technical Assistance Community Development Block Grant (PT/A CDBG) to develop a county-wide Economic Development Strategic Plan.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On April 5, 2005, the Board of Supervisors authorized staff to proceed with the development of a **Project Design Phase** for a PT/A Community Development Block Grant (CDBG) grant application to retain an advisor to develop an Economic Development Strategy for Mariposa County.

On May 24, 2005, a Public Hearing was held for **Application Submittal Phase** for the CDBG Planning/Technical Assistance Grant Program.

On June 5, 2006, the Department of Housing and Community Development of the State of California notified the County of Mariposa of the grant award.

On July 17, 2006, staff submitted solicitation of an RFP to five (5) economic development contractors, an information network that distributes information throughout the State of California to economic development contractors, along with submitting a public notice in the local newspaper. Three responses were received.

Staff has reviewed all of the proposals and is recommending Chabin Concepts for consideration. Rating criteria was based upon matters of contractor integrity, resources, capacity, experience, compliance with public policy, record of past performance.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Not approving the requested actions will cause a delay in meeting guidelines established by the Department of Housing and Community Development, which would jeopardize the timeline and ultimately the grant award.

Financial Impact? (x) Yes () No Current FY Cost: \$36,050 Annual Recurring Cost: \$
Budgeted In Current FY? () Yes () No () Partially Funded

Amount in Budget: \$36,050
Additional Funding Needed: \$0

Source:
Internal Transfer _____
Unanticipated Revenue _____ 4/5's vote
Transfer Between Funds _____ 4/5's vote
Contingency _____ 4/5's vote
() General () Other

Professional Service Agreement, page 1 - 5
Chabin Concepts **Scope of Work**, Exhibit. "A"
page 6
CDBG Requirements Exhibit "B", page 7
Anti-Lobbying Certification, Exhibit "C", page 8-11
Std Construction Language, Exhibit "D", page 12-13
Chabin Concepts **Proposal**, Exhibit "E", page 14-54

CLERK'S USE ONLY:

Res. No.: 06-454 Ord. No. _____
Vote - Ayes: 5 Noes: _____
Absent: _____
mm Approved
() Minute Order Attached () No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

_____ Requested Action Recommended
_____ No Opinion
Comments:

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____
Attest: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: _____
Deputy

CAO: 