



COUNTY OF NEVADA COMMUNITY DEVELOPMENT AGENCY

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Trisha Tillotson, Agency Director

Agricultural Commissioner

Building

Code & Cannabis Compliance

Environmental Health

Planning

Public Works

NEVADA COUNTY BOARD OF SUPERVISORS Board Agenda Memo

MEETING DATE: June 24, 2025

TO: Board of Supervisors

FROM: Trisha Tillotson, County Executive Officer

SUBJECT: Resolution approving a contract between the County of Nevada and Sierra Business Council (SBC) for Economic Development Program Management Services for a maximum contract amount of \$200,000 for the term of July 1, 2025, through June 30, 2026, authorizing the purchasing agent to execute and encumber up to four (4) additional one (1) year terms contingent upon the annual adoption of the County budget.

RECOMMENDATION:

Staff recommends that the Board of Supervisors adopt the Resolution.

FUNDING:

There is a \$200,000 fiscal impact to the General Fund Economic Development Budget. These funds are budgeted in the FY 2025/26 Economic Development budget and there is no additional impact on the General fund. Contract to begin July 1, 2025.

This is a one-year FY 2025/26 contract ending June 30, 2026, for \$200,000 with an option to renew for up to four (4) additional years. Each year is contingent upon the adoption of the County Budget.

BACKGROUND:

On January 24, 2020, the Board of Supervisors directed staff to conduct a Request for Proposal to obtain a vendor for economic development management services. On June 11, 2020, the Board adopted Resolution 20-283 approving the contract with Sierra Business Council (SBC) for economic development program management services countywide that included Business Technical Assistance; Warm Handoff Coordination; Inclusive Business Collaboration; and Rural Broadband Expansion in the maximum amount of \$165,000. The new FY 2025/26 contract reflects an increased amount to \$200,000. This is to support additional work by SBC on Board approved Economic Development Action Plan work. SBC will engage the Economic Resource Council of Nevada County and Sierra Commons as part of the contract. See the contract history below:

Resolution 20-283 Original Contract, FY20/21:	\$165,000
Resolution 21-277 Amendment 1 FY21/22:	\$178,300
Resolution 22-319 Amendment 2 FY22/23:	\$178,300
Resolution 23-408 Contract FY23/24:	\$178,300
Resolution 24-330 Amendment 1 FY24/25:	\$178,300
Proposed Contract FY25/26:	\$200,000

SBC will continue their Business Technical Assistance, Warm Handoff Coordination, Inclusive Business Collaboration, and Rural Broadband Expansion work. Examples of new work includes: support moving forward the Board approved 1st Priority recommendations in the Finance and Incentive report, participation on the upcoming Business Retention and Expansion (BRE) program team, research on small business revolving loan programs, potential research for a TOT or TBID initiative, hosting a Nevada County Capital Summit focused on small business financing, and support of the Economic Development Office in economic activities related to the Recreation Resiliency Master Plan and Climate Action Plan.

Purchasing determined this procurement qualifies as a sole source procurement due to the complexity of the schedule of services that Sierra Business Council (SBC) is uniquely positioned to manage including specialized business technical assistance, promotion of rural broadband, and advocacy work at the regional, state, and federal level.

Staff recommends the Board adopt the attached resolution approving the contract between the County of Nevada and Sierra Business Council for Economic Development Program Management Services for fiscal year 2025-26 of \$200,000 and authorizing the purchasing agent to execute and encumber up to four (4) additional one (1) year terms contingent upon the annual adoption of the County budget.

Item Initiated by: Kimberly Parker, Program Manager Economic Development

Approved by: Trisha Tillotson, Community Development Agency Director

Submittal Date:

Revision Date: