



COUNTY OF NEVADA
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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: June 22, 2021

TO: Board of Supervisors

FROM: Alison Lehman, CEO

SUBJECT: Resolution approving Amendment No. 1 to the Professional Services Agreement between the County of Nevada and Sierra Business Council for Economic Development Program Management Services, amending Exhibit B, "Schedule of Charges and Payment," and increasing the contract amount from \$165,000 to a maximum amount not to exceed \$343,300, extending the contract end date from June 30, 2021 to June 30, 2022, and authorizing the Chair of the Board to execute the Amendment.

RECOMMENDATION: Adopt the attached Resolution.

FUNDING: There is a \$178,300 fiscal impact to the General Fund Economic Development Service Budget. These funds are included in the FY 2021/22 Proposed 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.

For most of the past year, the Sierra Business Council has partnered with the County on its response to the Covid-19 pandemic, ensuring local businesses have the information and resources they needed to operate safely to protect their employees and customers. SBC staff continues to participate in regular COVID-19 Business Task Force meetings and public webinars. Other highlights of the past year included:

- SBC provided technical assistance to small businesses, including 2,093 hours of one-on-one business counseling to 511 unique businesses;
- SBC hosted 173 hours of virtual workshops on various topics (Digital Marketing, Access to Capital & Business Planning) including two sessions of the 8-part Business Creator series with Sierra Commons;
- SBC partnered with the Nevada County Relief Fund, and managed the application review and award process for small businesses countywide through four funding rounds;
- SBC assisted 21 businesses to access nearly \$1.6 million in capital (not including the Nevada County Relief Fund);
- SBC partnered with the County to develop guidelines for disbursing state and federal Covid relief funds to support economic relief and recovery; and
- SBC partnered with the County to support Broadband expansion, including managing the “Last-Mile Broadband Grant Program.”
- SBC collaborated with the County and the California Emerging Technology Fund to begin scoping a programmatic EIR for broadband.
- SBC secured a relationship with Rural Communities Assistance Corporation to source county business and infrastructure investments to access a regional \$2.5 million EDA revolving loan fund.

The County’s Agreement with SBC includes the option to renew for a second one-year or two-year term. If renewed, SBC would (see also Exhibit A, Scope of Work):

1. Provide onsite staff presence at the Rood Center to support SBC’s key deliverables related to Business Technical Assistance; Warm Handoff Coordination; Inclusive Business Collaboration; and Rural Broadband Expansion;
2. Provide leadership in coordinated legislative advocacy work at state and federal level through the Sierra Consortium;
3. Facilitate “warm hand-offs” with CDA of new or expanding businesses, and focus on business recruitment for vacancies and/or new developments;
4. Continue to provide technical assistance to businesses in coordination with Sierra Commons and the Economic Resource Council (ERC) such as Business Ignitor workshops and peer group counseling for new businesses, and other specialized workshops such as “So you want to start a business?”;
5. Continue to coordinate with ERC Board and assist with ERC conference in fall 2021;
6. Continue to provide direct technical assistance for Covid-19 recovery; access to grants/loans (e.g. participate in Business webinars and other educational forums);
7. Develop Resiliency initiatives focused on energy savings and job creation;
8. Participate in the coordinated Grants Committee to attract resources to County and improve County’s competitiveness to win grants for Board objectives; and

9. Continue to participate in the Broadband Workgroup, manage the “Last-Mile” Broadband Grant program, and update the County’s Broadband Strategy.

Therefore, staff recommends the Board adopt the attached Resolution approving Amendment No. 1 to the Agreement between the County of Nevada and Sierra Business Council for Economic Development Program Management Services for a maximum contract amount of \$343,300 and a not to exceed amount for fiscal year 201-22 of \$178,300 and authorizing the Chair of the Board to execute the Agreement. This amended Agreement is renewed for a term of one year with the option to renew for a subsequent one-year or two-year term, per the County’s discretion.

Item Initiated by: Caleb Dardick, Project Administrator

Approved by: Alison Lehman, County Executive Officer