



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 17-0693, **Version:** 1

Approve and authorize the Contracts/Purchasing Officer to sign Amendment No. 2 to the Professional Services Agreement with Nossaman LLP for the provision of grant services, extending the term of the Agreement on a month-to-month basis commencing on July 1, 2017, under the current scope of work and payment provisions of the current Agreement. (ADDED VIA ADDENDUM)

RECOMMENDATION:

It is recommended that the Board of Supervisors approve and authorize the Contracts/Purchasing Officer to sign Amendment No. 2 to the Professional Services Agreement with Nossaman LLP for the provision of grant services, extending the term of the Agreement on a month-to-month basis commencing on July 1, 2017, under the current scope of work and payment provisions of the current Agreement.

SUMMARY/DISCUSSION:

The County is currently in the interview phase of the Request for Proposal (RFP) process for RFP #10628 - Grant and Funding Advocacy Services. Two (2) firms responded to the RFP. The Legislative Committee is scheduling interviews with these firms on July 12, 2017, and intends to make a recommendation to the Board of Supervisors regarding which firm to negotiate and enter into a contract with on July 18, 2017.

Nossaman LLP (Sacramento) is currently under contract with the County through June 30, 2017, to provide the services requested in the RFP. At the June 12, 2017 meeting of the Legislative Committee, the Committee directed that the contract with Nossaman be extended on a month-to-month basis under the existing monthly retainer and scope of work until a firm has been selected and approved by the Board to provide these services. The proposed Amendment No. 2 to the Nossaman Agreement will fulfill the Legislative Committee's direction, and also includes an amendment to the termination clause in the Agreement allowing the County to terminate the Agreement with 48 hours notice.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office - Intergovernmental and Legislative Affairs Division staffs and coordinates the activities of the Strategic Grant Services Program under the guidance of the Legislative Committee and approval of the Board of Supervisors. The RFP process and the proposed contract Amendment No. 2 has been conducted under the guidance and assistance of the County's Contract/Purchasing Manager and County Counsel.

FINANCING:

The Strategic Grant Services Program is funded in County Administrative Office-Department 1050, Intergovernmental & Legislative Affairs Division-Unit 8054. Amendment No. 2 provides for an extension of the term of the Agreement with Nossaman LLP on a month-to-month basis beginning July 1, 2017 under the current scope of work and monthly retainer (\$7,000 per month), terminable with 48 hours notice by the County. As of the writing of this report the Board of Supervisors has not adopted the CAO-IGLA budget for FY2017-18. It should be noted that the Recommended Budget includes funding in the amount of \$63,500 for this contract, which is \$20,500 less than the current contract amount of \$84,000 per year.

The CAO-IGLA Division also has RFPs in process for the provision of Federal and State Legislative Advocacy

services (RFP #10626 and RFP #10627). Full funding is included in the Recommended Budget for the Federal and State legislative advocacy contracts. However, during the Board Budget Hearings on June 5 and 6, 2017, the Board directed that it would like to see cost savings achieved via negotiation with the firms that will ultimately be offered contracts for all three (3) of the RFPs.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The Strategic Grant Services Program contains projects and programs which address priorities in all areas of the Board of Supervisors Strategic Initiatives.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Approved by: Nicholas E. Chiulos, Assistant County Administrative Officer

Attachments:

- Proposed Amendment No. 2
- Amendment No. 1 and Original PSA