



County of Monterey

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

Board Report

File #: FAA 12-005, **Version:** 1

- a. Approve the FY 2012-13 Professional Services Agreement (“Agreement”), Scope of Services and Work Plans for the Monterey County Business Council (MCBC); and
- b. Authorize the Interim Assistant CAO of the County of Monterey to execute the Agreement for the term of July 1, 2012 through June 30, 2013, in an amount not to exceed \$87,210

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve the FY 2012-13 Professional Services Agreement (“Agreement”), Scope of Services and Work Plans for the Monterey County Business Council, (MCBC); and
- b. Authorize the Interim Assistant CAO of the County of Monterey to execute the Agreement for the term of July 1, 2012 through June 30, 2013, in an amount not to exceed \$87,210.

SUMMARY:

The recommended Agreements will implement the County's Program to further economic development efforts by promoting small business opportunity and entrepreneurial training by entering into Professional Services Agreements with the Monterey County Business Council. The program is funded from the General Fund.

Staff, the Economic Development Administrative Subcommittee and Economic Development Committee recommends approval.

DISCUSSION:

Per direction of the Board of Supervisors Economic Development Committee, staff has been working to align the recommended Agreements with the economic strategic planning process. As recommended, the contracts would provide funding for programmatic efforts which complement existing economic priorities of the Board of Supervisors, support initiatives thus far identified as part of the existing strategic planning effort, and provide opportunity for future refinement as part of a required six-month review to be completed in partnership with the Economic Development Administrative Committee. The following information summarizes the services to be provided by the Development Set-Aside agencies and the Monterey County Business Council:

The MCBC will support the designated four economic pillars of tourism, agriculture, education/research/technology, and small business through accelerating development of Small Business in the region through numerous activities including: the Monterey County Economic Development/Competitive Cluster Status Report, Regional Economic Forum & Public-Private Partnership Awards, Facilitation of SBA's National Small Business Week in Monterey County; Eco/Recreational Tourism - Monterey Bay Ambassador Program and Education, Research & Technology, Innovation and Entrepreneurship training program.

Contractor will report to the Administrative and Economic Opportunity Committee their progress on activities and performance measures in accordance with the reporting requirements noted in Exhibit-A, Monthly Performance Reports, Section B3.

OTHER AGENCY INVOLVEMENT:

The Board of Supervisors Economic Development Committee and Administrative Subcommittee have approved these recommendations. County Counsel has approved the Agreements as to legal form.

FINANCING:

Funds for this Agreement have been included in FY 2012-13 Adopted Budget, Fund 001, Development Set-Aside Budget Unit 8043, in the amount of \$87,210. There are no additional fiscal impacts with this recommendation.

Prepared by:

Approved by:

Jerry Hernandez, Analyst, 5393

Gene Rogers, Interim Assistant CAO, 5384

Attachments:

PSA Agreement (MCBC) is on file with the Clerk of the Board's Office

Exhibit-A Scope of Services/Payment Provisions

Exhibit-B MCBC FY 2012-13 Work Plan

Exhibit-C Justification: Professional Liability