



Legislation Text

File #: 20-999, Version: 1

Memorandum

Date: October 20, 2020

To: The Honorable Moke Simon, Chair, Lake County Board of Supervisors

From: Carol J. Huchingson, County Administrative Officer

Subject: Approve Agreement Between the County of Lake and Lake County Economic Development Corporation for Lake County CARES Act Small Business Assistance Grant Program Coordinator Services and Authorize the Chair to Sign

Executive Summary: (include fiscal and staffing impact narrative):

It was determined a priority of your Board to utilize up to \$1,300,000 in CARES Act funding to assist small businesses affected by the COVID-19 pandemic.

RFP No. 20-22 sought Proposals from entities qualified to coordinate this important program. Lake County Economic Development Corporation (LCEDC) was the sole respondent, and an Ad Hoc committee of two Board members, Department Heads and staff assigned to monitor our CARES Act spending plan determined them to be qualified and well positioned to carry out this work on behalf of the County.

Businesses throughout Lake County with staffing of 1-20 full-time equivalents are encouraged to document up to \$30,000 in financial impacts arising from the COVID-19 pandemic. Initial awards will be up to \$20,000. Pending your Board's approval of this Agreement, applications for funding are expected to be accepted by LCEDC beginning October 21, 2020, and evaluated and awarded on a first come, first served basis. Funds will likely run out sooner, but December 9 is the latest date applications will potentially be accepted. It is a federal requirement any awarded funds be spent by December 30, 2020.

Staff worked with LCEDC to develop a streamlined application process, with small businesses eligible for funding on the basis of their demonstrated need. Where possible, documentation and other requirements were reduced. Eligibility will be directly determined by LCEDC, using County approved and federally compliant criteria, removing barriers to getting this funding in the hands of Lake County businesses that need it. Businesses that previously received Coronavirus relief funding can still apply, but any needs covered by other programs are ineligible - "double dipping" is prohibited under the law.

The Ad Hoc Committee recommends your Board approve the attached Agreement between the County and LCEDC, and authorize the Chair to sign.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Consistency with Vision 2028 and/or Fiscal Crisis Management Plan (check all that apply):

☐ Not applicable

☒ Well-being of Residents

☐ Public Safety

☐ Infrastructure

☐ *Technology Upgrades*

☒ Economic Development

☒ Disaster Recovery

☐ County Workforce

☐ *Revenue Generation*

☒ Community Collaboration

☐ Business Process Efficiency

☐ Clear Lake

☐ *Cost Savings*

If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:

Which exemption is being requested?

How long has Agreement been in place?

When was purchase last rebid?

Reason for request to waive bid?

Recommended Action:

Approve Agreement between the County of Lake and Lake County Economic Development Corporation for Lake County CARES Act Small Business Assistance Grant Program Coordinator Services and authorize the Chair to sign.