

Mayor
Willard Rodarmel
Mayor Pro Tem
John Plourde
Council Members
John Gordon
John Murray
William Siegel



**Public Works
Department**

711 W. Cinnamon Drive
Lemoore, CA 93245
Phone (559) 924-6735
FAX (559) 924-6708

Staff Report

Item # 3E

To: Lemoore City Council
From: Lauren Apone, Administrative Analyst
Date: July 11, 2012
Subject: New California Consulting Contract

Discussion:

At the April 17, 2012 City Council meeting, Council decided not to renew the contract with California Consulting for grant writing and lobbying services. Under the previous contract, the City had paid California Consulting \$28,800 annually to write any grants that the City requested and help with our lobbying effort. At that meeting, Council inquired about other options for grant writing services through California Consulting besides a lump sum contract.

California Consulting has since approached the City with a potential new arrangement. Instead of taking an annual fee for grant writing, they have proposed to write grants on a fee for service basis. They have proposed to write grants for the City without any upfront charge, and the City will pay California Consulting 10% of the grant only if the grant is awarded. Since grant funds are typically not allowed to go towards grant writing, the funds would need to be paid out of the department receiving the grant. If the grant is not awarded, California Consulting will not be paid anything.

California Consulting has sent us a contract describing this arrangement. We would need to be under this general contract with them and then authorize them to write individual grants as they come up. Staff foresees this arrangement being beneficial for especially time-consuming or competitive grants that may not be worth staff's time for a low chance of award. At the July 3, 2012 Council meeting, Council had concerns about the indemnification language in the contract. The language has been changed to address Council's concerns and California Consulting has indicated that they find the proposed language acceptable.

Budget Impact:

The fund affected by an awarded grant would pay California Consulting 10% of any grant funds awarded.

Recommendation:

Staffs recommends that Council approve the attached contract with California Consulting and authorize the City Manager to execute the document.