



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
County Manager's Office



DATE: April 20, 2015
BOARD MEETING DATE: April 28, 2015
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: John L. Maltbie, County Manager
SUBJECT: eCivis Grants Network Agreement

RECOMMENDATION:

Adopt a resolution waiving the Request for Proposals process and authorizing the County Manager or his designee to enter into a three year agreement with eCivis, Inc. for the term May 1, 2015 through April 30, 2018 and a not-to-exceed amount of \$114,855.

BACKGROUND:

The County has contracted with eCivis since May 1, 2007 for the use of their grant networking system. The eCivis Network assists departments and local non-profits in locating grants. Non-profits are allowed to piggy back on the County's agreement with eCivis free of charge. Since 2007 the County and local non-profits have located over 30 grants through the eCivis Network, resulting in successful awards totaling \$2 million.

DISCUSSION:

The current eCivis agreement expires April 30, 2015. eCivis has modified its billing structure and now offers the Enterprise Edition, which includes post award grant management services, at no additional cost. These services, which were cost prohibitive under the previous fee structure, include setting up project teams across multiple departments, tracking allocations of funding to unlimited sub-recipients, creating workflows from application to close-out and archival, integrating with County databases, automating alerts in grant application and compliance requirements, and creating customized reports, tasks and reminders. There is no change in fees under the new agreement.

Adoption of this Resolution contributes to the Shared Vision 2025 outcome of a Collaborative Community by ensuring that grant opportunities are maximized by the County and its non-profit partners.

County Counsel has reviewed the resolution and agreement as to form.

Performance Measure(s):

Measure	FY 2014-15 Estimate	FY 2015-16 Projected
Successful awards for grants located through the eCivis Grants Network	\$250,000	\$250,000
Number of grants tracked and managed using the eCivis Grants Network Enterprise Edition	N/A	50

It is in the best interest of the County to waive its RFP process for this contract because eCivis is the sole provider of grant locating, tracking and management services through a fully automated web application that alerts the end users of new grants and modifications via e-mail notifications, summarizes NOFA information into a standardized two to three page summary, provides online and onsite system training and extensive information on applying for and managing grants (KnowledgeBase), provides access to over 1,000 previously funded grant applications, and allows local non-profits to piggyback on the County Agreement at a modest expense to the County.

FISCAL IMPACT:

The fees under the proposed Agreement amount to \$38,825 annually for three years for a maximum agreement amount of \$114,855, representing no change from the current contract. Funding for this agreement is appropriated in Non-Departmental Services and represents 100% net county cost.