



County of San Mateo

Inter-Departmental Correspondence

Department: COUNTY MANAGER: OFFICE OF SUSTAINABILITY

File #: 19-171

Board Meeting Date: 2/26/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Jim Eggemeyer, Director, Office of Sustainability
Subject: Amendment to Agreement with Ecology Action for Green Business Coordination, Recruitment, and Certification services

RECOMMENDATION:

Adopt a resolution authorizing a second amendment to the agreement with Ecology Action for consulting services related to the San Mateo County Green Business Program, increasing the amount by \$226,200, for a new not to exceed amount of \$325,633 and extending the term to October 31, 2020.

BACKGROUND:

The Office of Sustainability (OOS) has worked with Ecology Action (EA) for over six years. In 2017, OOS contracted with EA to provide services related to the San Mateo County Green Business Program, including recruitment, certification, and marketing support. In September 2018, OOS amended the \$60,000 contract by \$39,433 to add additional marketing services, for a total of \$99,433. OOS is interested in growing the Green Business Program and is bringing a second contract amendment extending the term and increasing the contract amount to your Board for consideration. The amendment includes additional funds for: coordination of the County's Green Business Program, recruitment and certification support, and marketing and outreach activities.

DISCUSSION:

OOS has had recent success working with EA to recruit and certify businesses as part of the San Mateo County Green Business Program. EA has experience coordinating programs in Santa Cruz and Monterey and oversees the entire California Green Business Network. In addition to additional support for certification, recruitment, and marketing, OOS is also amending the contract to include a focus on certifying more minority- and women-owned businesses from socially vulnerable areas of the County. To increase certifications in this area, EA will subcontract with two to four competitively selected community-based organizations (CBOs), and will provide training and support to the organizations. The CBOs will recruit businesses and complete the participant level certification in socially-vulnerable communities. This amendment will help the OOS grow the Green Business program and reduce the environmental impacts that small and medium businesses have in the

County. By extending the agreement from October 31, 2019 to October 31, 2020, EA can continue to provide services related to coordination of the County's Green Business Program, recruitment and certification support, and marketing and outreach activities to ensure the Green Business Program is successful.

FISCAL IMPACT:

The term of the agreement is extended for a new end date of October 31, 2020, and for an amount not to exceed \$325,633. The Green Business Program is funded with 75 percent Green Business Program General Funds and 25 percent AB 939 funds. There are sufficient funds in the Green Business Program and AB 939 budget for FY 2018-19 to cover the first three months of this contract. The balance of the funding will be incorporated into the Green Business Program and AB 939 budgets for FY 2019-20.