



## REQUEST FOR BOARD ACTION

ITEM NO. 12.

**DATE OF MEETING:** January 4, 2010

**REQUESTED BY:** Michael Mack, Director, PCU

**SHORT TITLE:** Resolution Authorizing a Purchase Order to Skip Green and Associates, Inc., for Grant Administration Services related to the Pender Packing Sewer Project in the Amount of \$20,000.

**BACKGROUND:** In 2006, Mr. Skip Green worked on behalf of Pender County to prepare and submit applications for the Rural Center Economic Infrastructure and CDBG-ED Grants that were subsequently awarded to Pender County for the Pender Packing Sewer Project. Mr. Green has been working since 2006 to complete the necessary reports and administrative duties to keep the grants available.

The CDBG-ED Grant received is \$323,250 and the Rural Center Economic Infrastructure Grant is \$50,000.

Contingent on the award of the construction contract for the Pender Packing Sewer System, Mr. Green will be required to complete the grant administration during the actual construction of the project and for an additional 12 months beyond the completion of the project to verify and document the retention and creation of full-time jobs at Pender Packing Company.

Staff recommends approval of this resolution.

**SPECIFIC ACTION REQUESTED:** The Board of Commissioners is requested to authorize a Purchase Order to Skip Green and Associates, Inc., in the amount of \$20,000 for the grant administration of the Rural Center and CDBG-ED grants related to the Pender Packing sewer system project.

**COUNTY MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

    *PM*      
Initial

**RESOLUTION**

**NOW, THEREFORE BE IT RESOLVED** by the Pender County Board of Commissioners that

a purchase order to Skip Green and Associates, Inc. in the amount of \$20,000 is authorized for project grant administration.

60-348110      Community Development Block Grant      \$20,000

The Chairman/County Manager is authorized to execute any document necessary to implement this resolution.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Tate \_\_\_ Blanchard \_\_\_ Brown \_\_\_ Rivenbark \_\_\_ Williams \_\_\_

\_\_\_\_\_  
Jimmy T. Tate, Chairman      01/04/10  
DATE

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ATTEST      01/04/10  
DATE