



Agenda Action Form Overview

The Board is requested to approve a services contract with Downtown Durham, Inc. (DDI) in the amount of \$160,000.00 for services related to downtown area Economic Development and Business Support services. The County has contracted with DDI for these services for several years and both parties desire to continue this mutually-beneficial arrangement that has resulted in growth of residential and business opportunities downtown as well as in increased tax base for the community. The recommended contract amount for FY 2018-2019 is \$10,000 over last year to accommodate the provision of healthcare insurance for DDI employees.

Background/Justification

DDI provides focused services for the downtown Durham area that have resulted in increased residential, business, and visitor/tourism attendance and growth. These results continue to support the County's broader goals within Economic Development by providing increased business/entrepreneurial opportunities, job base growth, and broader exposure for the Durham community. DDI's work also helps enhance the vision of downtown Durham as a "residence of choice," increasing the number of persons living and working downtown, consistent with Board goals related to smart growth, revitalization, and broader opportunities for all. Additionally, DDI also plays a key supporting role in increasing awareness of visitor and tourism attractions in downtown, thereby helping to broaden the appeal of the community to visitors/potential visitors as an appealing destination. This activity component further supports the myriad of festivals and sporting events that increase revenues and opportunities.

Policy Impact

Staff finds that approval of the proposed contract to continue the relationship with, and support of, Downtown Durham, Inc., directly supports a number of County policy interests including those related to economic development, appropriate revenue growth, and desirable land-use/development.

Procurement Background

Downtown Durham, Inc. (DDI) is a 501(c) 6 organization, specifically formed in 1993 to serve as a catalyst for downtown revitalization. Their work is very specific: creating an environment for private development and investment in Downtown Durham by focusing efforts in five main project areas:

- Economic Development
- Parking
- Appearance
- Safety
- Promotion

Type of purchase

- ☐ Goods
- ☒ Services
- ☐ Architect, Engineer or Surveyor Services
- ☐ Construction and Repair



Did this request for purchase go through a bid process? Yes ☐ No ☒

Goods: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$90,000$

Services: Bids required if $\geq \$30,000$, BOCC approval if $> \$40,000$

Construction/Repair work: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$500,000$

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☐ Cooperative purchasing program exemption
- ☐ State and federal contract exemption
- ☐ Contract is an amendment to an existing contract
- ☒ Other (please explain)

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes ☒ No ☐

If no, why?

Fiscal Impact

It is proposed to execute a contract with DDI in the amount of \$160,000.00. These funds were approved and budgeted within our Economic Development function as part of the FY2018-2019 budget, thus no adverse fiscal impact is anticipated from this proposal.

Recommendation

The County Manager recommends that the Board authorize the County Manager to enter into contract with Downtown Durham, Inc (DDI) for \$160,000.00 to provide the services as enumerated within the attached contract and Scope of Services.