

# department of economic opportunity

COUNTY OF LOS ANGELES

## BOARD OF SUPERVISORS

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April 14, 2026

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

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Dear Supervisors:

### **DELEGATE AUTHORITY TO EXTEND AND AMEND THE ECONOMIC DEVELOPMENT SERVICES MASTER AGREEMENTS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

#### **SUBJECT**

Request approval to extend the Economic Development Services Master Agreement for an additional two years, with the option to extend for two additional one-year terms, for a total of four years to provide a variety of economic development consulting services.

#### **IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of the LA County Department of Economic Opportunity (DEO), or designee, to extend and amend the existing Economic Development Services Master Agreement with the vendors listed on Attachment A, and Work Orders issued thereunder which are set to expire on June 30, 2026, for an additional two-year period through June 30, 2028, with the option to extend for two additional one-year periods, for a total of four years, continuing through June 30, 2030.
2. Delegate authority to the Director of DEO, or designee, to execute additional Economic Development Services Master Agreement with new qualified vendors that are identified and selected through the ongoing Request for Statement of Qualifications (RFSQ) process for the as-needed economic

development services, effective upon execution and continuing through the remaining period of the Master Agreements, subject to review and approval by County Counsel.

3. Delegate authority to the Director of DEO, or designee, to execute amendments to the Economic Development Services Master Agreement, or as applicable to individual Work Orders, that: a) add, delete and/or change certain terms and conditions as mandated by Federal State and/or County policy; b) issue Cost of Living Adjustments (COLA) when applicable and in compliance with the terms of the Economic Development Services Master Agreement; c) reflect administrative updates and/or non-material modifications; d) approve assignment and the delegation of agreements resulting from acquisitions, mergers, or other changes in entity; and e) increase or decrease the Work Order funding amounts that may exceed 10% based on the availability of funding and/or based on the vendor's performance provided that: (a) the total Work Order amount does not exceed the available funding and (b) County Counsel approval as to form is obtained prior to issuance of any amendment.
4. Delegate authority to the Director of DEO, or designee, to immediately suspend or terminate for convenience, any Economic Development Services Master Agreement upon issuing a written notice to the vendor(s), if the vendor(s) fails to perform and/or fully comply with contract requirements, so long as a 10-calendar day advance written notice is provided to the vendor(s).

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of Recommendation 1 will enable DEO to execute the Economic Development Services Master Agreement extension that will continue to be an essential tool for DEO and the County in implementing its economic development and workforce initiatives for the benefit of businesses and workers throughout Los Angeles County under the following categories: 1) Data collection and economic analysis, 2) Business development, 3) Real estate development, 4) Community engagement, and 5) General services, on an as-needed basis.

Approval of Recommendations 2 and 3 will allow DEO to execute additional Economic Development Services Master Agreements with qualified vendors during the ensuing period and seamlessly expand the pool of qualified vendors without interruption and allow DEO to execute amendments to the Economic Development Services Master Agreements for continuity of services, to reflect administrative changes and/or make non-material modifications.

Approval of Recommendation 4 will allow DEO to immediately suspend or terminate any Economic Development Services Master Agreements for convenience upon issuing a written notice to the vendor(s) if the vendor(s) fails to perform and/or fully comply with contract requirements. Any such termination will be affected by providing advance written notice to the vendor(s) within 10 calendar days.

During the extension period, it is DEO's intent to assess the services offered through the Economic Development Services Master Agreements to potentially release a new Economic Development Request for Statements of Qualifications (RSFQ) more aligned with DEO's funding priorities and programming.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The recommended master agreements support the County's Strategic Plan, North Star 2, specifically Focus Area Goal E. Economic Health, deploying and diffusing community resources and investments through partnerships with community-based institutions, organizations, corporations, and small businesses to enhance the economic health of all communities.

### **FISCAL IMPACT/FINANCING**

This Economic Development Services Master Agreement itself does not include any funding for Work Orders but puts in place a methodology for Work Orders with funding to be awarded to contractors. Only approved agencies that become contractors on the Economic Development Services Master Agreement will be allowed to participate in submitting proposals for County Work Orders; if successful, the agencies may be awarded funding depending on the nature of the Work Order. DEO encourages the use of this process by all County departments so that they may better utilize contractors as they contract for services.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Upon Board approval, DEO will execute amendments for the vendors and services listed on Attachment A. DEO will update the Master Agreement in accordance with the updated Internal Services Department's Model Master Agreement as necessary.

### **CONTRACTING PROCESS**

On March 15, 2017, the Chief Executive Office (CEO), in collaboration with the Economic Development Policy Committee, released the RFSQ to solicit Statements of Qualifications (SOQs) from qualified vendors for as-needed economic development services. The contracting opportunity announcement was posted on the "County Doing Business with Los Angeles County" website. Additionally, the CEO released the RFSQ to an extensive list of vendors known to provide various economic development services. Vendors were permitted to submit written questions regarding the material elements of the RFSQ. Ten vendors submitted SOQs in response to the RFSQ. All ten vendors met the minimum requirements and were determined to be qualified. Since the release of the RFSQ, twelve (12) additional Vendors were added to the list of qualified Vendors.

On July 11, 2017, your Board delegated authority to the CEO to execute Economic Development Services Master Agreements as part of the Countywide Strategic Plan for Economic Development as presented by the CEO on May 20, 2016. Among the identified priorities were improvements to the County's workforce development programs, a focus on real estate development, and the formation of new business loans to stimulate job growth and private investment.

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On December 31, 2021, the authority to administer and execute agreements/amendments for the Economic Development Services Master Agreement was transferred from CEO to the former Workforce Development, Aging and Community Services (WDACS) department, as part of the transfer of the Economic Development Budget Unit from the CEO to WDACS in preparation for the creation of the new DEO. On June 26, 2024, DEO notified your Board of its intent to extend the term of the Economic Development Services Master Agreement for two years through June 30, 2026.

### **IMPACT ON CURRENT SERVICES OR PROJECTS**

Approval of the recommended actions will allow for the continued provision of services provided by Economic Development Services Master Agreement Vendors to businesses and workers throughout the County.

### **CONCLUSION**

Upon approval by the Board, it is requested that the Executive Officer, Board of Supervisors, return one stamped copy of the approved Board Letter to DEO.

If you have any questions, please contact me or your staff may contact Cynthia Bogdanovich, Administrative Deputy, at (213) 738-2736 or [cbogdanovich@opportunity.lacounty.gov](mailto:cbogdanovich@opportunity.lacounty.gov).

Respectfully Submitted,



KELLY LOBIANCO

Director

KL:JK:CB:my:dm

Attachment

C: Chief Executive Office  
Executive Office, Board of Supervisors  
County Counsel

**COUNTY OF LOS ANGELES ECONOMIC OPPORTUNITY  
ECONOMIC DEVELOPMENT SERVICES MASTER AGREEMENT**

ATTACHMENT A

<b>MSA #</b>	<b>VENDOR</b>	<b>DATA COLLECTION AND ECONOMIC ANALYSIS</b>	<b>BUSINESS DEVELOPMENT</b>	<b>REAL ESTATE DEVELOPMENT</b>	<b>COMMUNITY ENGAGEMENT</b>	<b>GENERAL SERVICES</b>
EDAH-001	AVIVAR CAPITAL, LLC	X	X	X	X	X
EDAH-002	BEACON ECONOMICS	X				
EDAH-003	BAE URBAN ECONOMICS, INC.	X	X	X		
EDAH-005	ECONOMIC & PLANNING SYSTEMS	X	X	X		X
EDAH-006	ESTOLANO ADVISORS	X	X	X	X	X
EDAH-007	EVITARUS, INC.				X	
EDAH-008	HR&A ADVISORS, INC.	X		X		
EDAH-009	KEYSER MARSTON ASSOCIATES, INC.	X		X		
EDAH-011	DUN & BRADSTREET	X	X		X	X
EDAH-013	LA COUNTY ECONOMIC DEVELOPMENT CORP	X	X		X	X
EDAH-015	LOS ANGELES CHAMBER OF COMMERCE FOUNDATION				X	
EDAH-018	ANGEL CITY ADVISORS	X	X	X	X	X
EDAH-019	KOSMONT & ASSOCIATES INC. (dba Kosmont Companies)	X		X		X
EDAH-020	TRAILHEAD STRATEGIES	X			X	X
EDAH-021	McKINSEY & COMPANY	X	X			X
EDAH-022	CVL ECONOMICS	X	X	X	X	X
EDAH-023	DALBERG & CONSULTING, U.S. LLC	X	X		X	X
EDAH-024	FWD CONSULTING	X	X	X	X	X
EDAH-025	JOBS FOR THE FUTURE	X	X		X	X
EDAH-026	INSTITUTE FOR SUSTAINABLE DEVELOPMENT	X	X	X	X	X
EDAH-027	GENERAL INTELLIGENCE		X		X	X