



MEMORANDUM

Date: June 25, 2026
To: Mayor, Vice-Mayor and Commissioners
From: Megan Powers, Assistant to the City Manager
Subject: GrantWorks Piggyback Agreement with Lake County

Background

The City has a need for grant writing and grant administration services to assist with identifying funding opportunities, preparing grant applications, and managing awarded grants.

The proposed agreement allows the City to piggyback on a competitively awarded contract between Lake County and GrantWorks, Inc., in accordance with the City's procurement code. The agreement provides the same pricing, terms, and conditions as the original Lake County contract and is effective through June 23, 2028.

Services will be utilized on an as-needed basis and paid in accordance with the fee schedule established under the Lake County contract. Costs will only be incurred when services are authorized by the City.

Recommendation

Staff recommends approval of the Piggyback Agreement with GrantWorks, Inc.