



- Authorize the City Manager to execute the Agreement on behalf of the City, and make minor modifications as necessary.



JIM DELLALONGA  
Senior Project Manager/Department Administrative Officer

Attachment 1: Consultant Services Agreement

**Recommended for Approval**



**Matthew Ferial**  
City Manager

**CONSULTANT SERVICES AGREEMENT**  
**GARDEN GROVE CHAMBER OF COMMERCE**

This **CONSULTANT SERVICES AGREEMENT** (the "Agreement") is made and entered into as of \_\_\_\_\_, 2012, by and between the **CITY OF GARDEN GROVE**, a municipal corporation (the "CITY"), and the **GARDEN GROVE CHAMBER OF COMMERCE**, a California nonprofit corporation (the "CONSULTANT").

**1.0 SERVICES OF CONSULTANT**

**1.1 Scope of Services.** In compliance with all terms and conditions of this Agreement, the CONSULTANT shall, as directed by City, provide the following services in compliance with all terms and conditions of this Agreement:

- (a) Maintain Ambassador/Business Retention Bureau relations with the business community in the City of Garden Grove ("City").
- (b) Contact businesses in the City and, to the extent provided in the Scope of Services (defined in subdivision (e) below), in the surrounding community, especially small and mid-sized companies, to assess their needs and concerns.
- (c) Prepare statistical data, information, and literature for visitors to the City.
- (d) Meet with City staff on a monthly basis, or as needed, to discuss the effectiveness of services being provided by CONSULTANT, to share information gathered by CONSULTANT, and to work to address the needs of businesses within the City.
- (e) Provide various other services as described in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by this reference (the "services" or "work"). In the event of any inconsistency between the terms set forth in the Scope of Services and this Agreement, the terms of this Agreement shall govern. CONSULTANT is qualified by virtue of experience, training, education and expertise to accomplish services. CONSULTANT warrants that all services will be performed in a competent, professional and satisfactory manner in accordance with the standards prevalent in the industry for such services.

**1.2 CONSULTANT'S Proposal.** The Scope of Services includes the CONSULTANT'S proposal or bid, which is incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern; provided however, in the event the services described in the proposal are more comprehensive, the description in the proposal shall prevail.

**1.3 Compliance with Law.** All services rendered hereunder shall be provided in accordance with all applicable ordinances, resolutions, statutes, rules, regulations and laws of the City of Garden Grove and any Federal, State or local governmental CITY of competent jurisdiction.

**1.4 Licenses, Permits, Fees and Assessments.** CONSULTANT shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. CONSULTANT shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law or which may be necessary for the performance of the services required by this Agreement.

**1.5 Familiarity with Work.** By executing this Agreement, CONSULTANT warrants that (a) it has thoroughly investigated and considered the work to be performed, (b) it has carefully considered how the work should be performed, and (c) it fully understands the facilities, difficulties and restrictions attending performance of the work under this Agreement. Should the CONSULTANT discover any latent or unknown conditions materially differing from those inherent in the work or as represented by the CITY, it shall immediately inform CITY of such fact and shall not proceed except at CONSULTANT'S risk until written instructions are received from the Contract Officer (as defined in Section 4.2 hereof).

**1.6 Care of Work.** CONSULTANT warrants that all services will be performed in a competent, professional and satisfactory manner in accordance with the standards prevalent in the industry for such services. The CONSULTANT shall adopt reasonable methods during the term of this Agreement, as it may be extended pursuant to Section 3.4, to furnish continuous protection to the work, and the equipment, materials, papers and other components thereof to prevent losses or damages. CONSULTANT shall be responsible for any and all damage, whether to persons or property, arising from or relating to CONSULTANT'S performance of the work under this Agreement, except such losses or damages as may be caused by CITY'S own negligence. The performance of services by CONSULTANT shall not relieve CONSULTANT from any obligation to correct any incomplete, inaccurate or defective work at no further cost to the CITY, when such inaccuracies are due to the negligence of CONSULTANT, its employees or agents.

**1.7 Additional Services.** In accordance with the terms and conditions of this Agreement, the CONSULTANT may perform services in addition to those specified in the Scope of Services (Exhibit "A") when directed to do so by the Contract Officer, provided that CONSULTANT shall not be required to perform any additional services without compensation.

## **2.0 COMPENSATION**

**2.1 Contract Sum.** CONSULTANT shall be compensated for services rendered pursuant to this Agreement in accordance with this Section 2.1 and the Scope of Services (Exhibit "A"):

- (a) Amount. CITY shall pay to CONSULTANT an amount equal to Forty-Four Thousand One Hundred Dollars (\$44,100) in consideration of the services rendered by CONSULTANT in fiscal year 2011-2012.
- (b) Not to Exceed. Compensation under this Agreement shall not exceed Forty-Four Thousand One Hundred Dollars (\$44,100) in fiscal year 2011-2012. No payments shall be made after the expiration of this Agreement.
- (c) Payment. For the term of this Agreement, CITY shall make equal monthly payments beginning in March 2012, in an amount equal to one-quarter (1/4) of the not-to-exceed contract price for fiscal year 2011-2012 or Eleven

Thousand Twenty-Five Dollars (\$11,025), as set forth in subdivision (b) of this Section 2.1. CITY shall make such monthly payments within thirty (30) days of receipt from CONSULTANT of an invoice for the services rendered during the prior month as described in Section 2.2. For extra work not included in the Scope of Services (Exhibit "A"), a written authorization by City Manager will be required before any payment may be made for such additional services.

**2.2 Method of Payment.** In any month in which CONSULTANT wishes to receive payment, CONSULTANT shall submit to the CITY, no later than the tenth (10th) working day of such month, an invoice for services rendered prior to the date of the invoice in a form approved by the Contract Officer. Such invoice shall (1) describe in detail the services provided, including time and materials, and (2) indicate CONSULTANT'S total expenditures to date. Such invoice shall contain a certification by a principal member of CONSULTANT specifying that the payment requested is for work performed during the previous month in accordance with the terms of this Agreement.

### **3.0 PERFORMANCE SCHEDULE**

**3.1 Time of Essence.** Time is of the essence in the performance of each party's obligations under this Agreement, including without limitation the CONSULTANT'S performance of the services required hereunder and the CITY'S payment of all sums due to CONSULTANT.

**3.2 Schedule of Performance.** All services rendered pursuant to this Agreement shall be performed in a timely and diligent manner.

**3.3 Force Majeure.** The time period for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the CONSULTANT, including, but not restricted to, acts of God or of the public enemy, fires, earthquakes, floods, epidemic, quarantine restrictions, riots, strikes, freight embargoes, acts of any governmental CITY other than CITY, and unusually severe weather, if the CONSULTANT shall within ten (10) days of the commencement of such delay notify the Contracting Officer in writing of the causes of the delay. The Contracting Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the forced delay when and if in his judgment such delay is justified, and the Contracting Officer's determination shall be final and conclusive upon the parties to this Agreement.

**3.4 Term.** Unless earlier terminated in accordance with Section 7.4 of this Agreement, the term of this Agreement shall be four (4) months from the date of this Agreement.

### **4.0 COORDINATION OF WORK**

**4.1 Representatives of CONSULTANT.** Jeremy Harris, President and CEO of the Garden Grove Chamber of Commerce, shall ensure performance of the services required to be performed by CONSULTANT hereunder. The City Manager's express written approval shall be required prior to any change in the foregoing.

**4.2 Contract Officer.** The Contract Officer shall be City Manager or such other person as may be designated by the City Manager. It shall be the CONSULTANT'S responsibility to assure

that the Contract Officer is kept informed of the progress of the performance of the services and the CONSULTANT shall refer any decisions which must be made by CITY to the Contract Officer. Unless otherwise specified herein, any approval of CITY required hereunder shall mean the approval of the Contract Officer.

**4.3 Transfer or Assignment; Successors and Assigns.** Except as herein specifically permitted, neither party shall assign or transfer this Agreement, or any of the rights or obligations hereunder, without the prior written consent of the other. All of the terms, conditions and provisions of this Agreement shall be binding on and inure to the benefit of the parties to this Agreement and any permitted successors and assigns.

**4.4 Independent Contractor.** Neither CITY nor any of its employees shall have any control over the manner, mode or means by which CONSULTANT, its agents or employees, perform the services required herein, except as specifically set forth in this Agreement. CONSULTANT shall perform all services required herein as an independent contractor of CITY and shall remain at all times as to CITY a wholly independent contractor with only such obligations as are consistent with that role. CONSULTANT shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of CITY.

**4.5 City Cooperation.** CITY shall provide CONSULTANT with any documents, records or other data or information reasonably available to the CITY and pertinent to services to be performed hereunder. CITY shall additionally provide CONSULTANT with the assistance of CITY staff and shall take prompt and appropriate action when it will assist in ensuring the timely performance by CONSULTANT hereunder.

## **5.0 INSURANCE, INDEMNIFICATION AND BONDS.**

**5.1 Insurance.** The CONSULTANT shall not commence work under this Agreement until all certificates and endorsements have been received and approved by the CITY. All insurance required by this Agreement shall contain a Statement of Obligation on the part of the carrier to notify the CITY of any material change, cancellation, or termination at least thirty (30) days in advance.

**5.2 Workers Compensation Insurance.** For the duration of this Agreement,, CONSULTANT and all subcontractors shall maintain Workers Compensation Insurance in the amount and type required by law, if applicable. If workers compensation is applicable, a waiver of subrogation endorsement in favor of the City of Garden Grove, their officers, officials, employees, agents, and volunteers shall be obtained.

**5.3 Insurance Amounts.** CONSULTANT shall maintain the following insurance for the duration of this Agreement:

- (a) Commercial general liability in the amount of \$1,000,000 per occurrence; **(claims made and modified occurrence policies are not acceptable).**
- (b) Automobile liability in the amount of \$1,000,000 combined single limit; **(claims made and modified occurrence policies are not acceptable).**

#### **5.4 Additional Insureds Requirements.**

- (a) All insurance companies must be acceptable to CITY and have a Best's Guide Rating of A-Class VII or better, as approved by the CITY.
- (b) Additional Insured Endorsement for ongoing and completed operations for the policies under Section 5.3(a) shall designate CITY, their officers, officials, employees, agents, and volunteers as additional insureds for liability arising out of work or operations performed by or on behalf of the CONSULTANT. CONSULTANT shall provide to the CITY proof of insurance and endorsement forms that conform to CITY'S requirements, as approved by the CITY.
- (c) An Additional Insured Endorsement for ongoing and completed operations for the policies under Section 5.3(b) shall designate the CITY, their officers, officials, employees, agents, and volunteers as additional insureds for automobiles owned, leased, hired, or borrowed by the CONSULTANT. CONSULTANT shall provide to the CITY proof of insurance and endorsement forms that conform to CITY'S requirements, as approved by the CITY.
- (d) For any claims related to the Agreement, CONSULTANT'S insurance coverage shall be primary insurance as respects CITY, their officers, officials, employees, agents, and volunteers. Any insurance of self-insurance maintained by the CITY, its officers, officials, employees, agents, and volunteers shall be in excess of the CONSULTANT'S insurance and shall not contribute to it.

**5.5 Indemnification.** The CONSULTANT shall defend, indemnify and hold harmless the CITY and its officers, employees, representatives and agents, from and against any and all actions, suits, proceedings, claims, demands, losses, costs, and expenses, including legal costs and attorneys' fees, for injury to or death of person(s), for damage to property (including property owned by the CITY) and for errors and omissions committed by CONSULTANT, its officers, anyone directly or indirectly employed by CONSULTANT, any subcontractors, employees, and agents, or anyone for whose acts any of them may be liable, arising directly or indirectly out of or related to CONSULTANT'S negligence in the performance under this Agreement, except to the extent of such loss as may be caused by CITY'S own active negligence, sole negligence or willful misconduct, or that of its officers or employees.

**5.6 Remedies Relating to Insurance.** In addition to any other remedies the CITY may have if CONSULTANT fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, the CITY may, at its sole option:

- (a) Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under this Agreement.

- (b) Order CONSULTANT to stop work under this Agreement and/or withhold any payment(s), which become due to CONSULTANT hereunder until CONSULTANT demonstrates compliance with the requirements hereof.
- (c) Terminate this Agreement.

Exercise of any of the above remedies is in addition to any other remedies the CITY may have; the remedies set forth in this Section are not the exclusive remedies for CONSULTANT'S failure to maintain or secure appropriate policies or endorsements. Nothing herein contained shall be construed as limiting in any way the extent to which CONSULTANT may be held responsible for payments of damages to persons or property resulting from CONSULTANT'S or its subcontractor's performance of work under this Agreement.

## **6.0 RECORDS AND REPORTS.**

**6.1 Reports.** CONSULTANT shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require, including records indicating all costs and expenses incurred in the performance of work under this Agreement and any Subcontracts executed by CONSULTANT relating to the services to be performed hereunder.

**6.2 Records.** CONSULTANT shall maintain complete and accurate records of any services rendered pursuant to this Agreement and any and all costs and expenses incurred by CONSULTANT to perform such services under this Agreement, and any other records as may be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the cost and the performance of such services. Books and records pertaining to costs shall be kept and prepared in accordance with generally accepted accounting principles. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit and make records and transcripts from such records. These records will be retained for three (3) years after the expiration of this Agreement, except for the following: if any litigation, claim, negotiation, audit or other action has been commenced before the expiration of such three (3) year period, the records shall be retained until completion of such action and resolution of all issues which arise from it, or until the end of three (3) years, whichever is later.

**6.3 Ownership of Documents.** Originals of all drawings, specifications, reports, records, documents and other materials, whether in hard copy or electronic form, which are prepared by CONSULTANT, its employees, subcontractors and agents in the performance of this Agreement, shall be the property of CITY and shall be delivered to CITY upon the termination of this Agreement or upon the earlier request of the Contract Officer, and CONSULTANT shall have no claim for further employment or additional compensation as a result of the exercise by CITY of its full rights of ownership of the documents and materials hereunder. CONSULTANT may retain copies of such documents for its own use. CONSULTANT shall have an unrestricted right to use the concepts embodied herein. CONSULTANT shall cause all subcontractors to assign to CITY any documents or materials prepared by them, and in the event CONSULTANT fails to secure such assignment, CONSULTANT shall indemnify CITY for all damages suffered thereby.

**6.4 Release of Documents.** The drawings, specifications, reports, records, documents and other materials prepared by CONSULTANT in the performance of services under this Agreement shall not be released publicly without the prior written approval of the Contract Officer or



as required by law. CONSULTANT shall not disclose to any other private entity or person any information regarding the activities of the CITY, except as required by law or as authorized by the CITY.

## **7.0 ENFORCEMENT OF AGREEMENT**

**7.1 California Law.** This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such county, and CONSULTANT covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

**7.2 Waiver.** No delay or omission in the exercise of any right or remedy of a nondefaulting party on any default shall impair such right or remedy or be construed as a waiver. CITY'S consent or approval of any act by CONSULTANT requiring CITY'S consent or approval shall not be deemed to waive or render unnecessary CITY'S consent to or approval of any subsequent act of CONSULTANT. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

**7.3 Rights and Remedies are Cumulative.** Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

**7.4 Termination Prior To Expiration Of Term.** Either party may terminate this Agreement at any time, (i) without cause, upon thirty (30) days' written notice to the other party, or (ii) upon the default of the other party, upon ten (10) days' written notice to the party alleged to be in default hereunder. Upon receipt or delivery of any notice of termination, CONSULTANT shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. CONSULTANT shall be entitled to compensation for all services rendered prior to the notice of termination in accordance with the Scope of Services (Exhibit "A") and this Agreement, and for any services authorized by the City Manager and agreed to by CONSULTANT in writing thereafter.

**7.5 Attorneys' Fees.** If either party commences an action against the other party arising out of or in connection with this Agreement, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs of suit from the losing party.

## **8.0 OFFICERS AND EMPLOYEES; NON DISCRIMINATION**

**8.1 Non liability of Officers and Employees.** No officer or employee of the CITY shall be personally liable to the CONSULTANT, or any successor in interest of CONSULTANT, in the event of any default or breach by the CITY or for any amount, which may become due to the CONSULTANT or to its successor, or for breach of any obligation under the terms of this Agreement. No officer or employee of the CONSULTANT shall be personally liable to CITY, or any successor in interest of CITY, in the event of any default or breach by the CONSULTANT or for

any amount, which may become due to the CITY or to its successor, or for breach of any obligation of the terms of this Agreement.

**8.2 Conflict of Interest.** No officer or employee of the CITY shall have any personal interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his personal interest or the interest of any corporation, partnership or association in which he is, directly or indirectly, interested, in violation of any State statute or regulation. The CONSULTANT warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

**8.3 Covenant Against Discrimination.** CONSULTANT covenants, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin or ancestry in the performance of this Agreement. To the extent required by law, CONSULTANT shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin or ancestry.

## **9.0 MISCELLANEOUS PROVISIONS**

**9.1 Notice.** Any notice, demand, request, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first class mail to the address set forth below. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated by the third business day following mailing, or if notice is given in another manner, when received.

To CITY:

City of Garden Grove  
11222 Acacia Parkway  
Garden Grove, California 92840  
Attention: Economic Development Department

To CONSULTANT:

Garden Grove Chamber of Commerce  
12866 Main Street, Suite 102  
Garden Grove, CA 92840  
Attention: Jeremy Harris, President/CEO

**9.2 Integrated Agreement.** This Agreement contains all of the agreements of the parties and all previous understandings, negotiations and agreements are integrated into and superseded by this Agreement. This Agreement includes the Scope of Services attached hereto as Exhibit "A."

**9.3 Amendment.** This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing signed by both parties.

**9.4 Severability.** In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a

valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not effect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder.

**9.5 Authority.** The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by so executing this Agreement the parties hereto are formally bound to the provisions of this Agreement.

**9.6 Captions and Titles.** Captions and titles are inserted solely for convenience and do not affect the construction or interpretation of any provision.

**THIS SECTION INTENTIONALLY BLANK**

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first set forth above.

Date: \_\_\_\_\_

**CITY:**  
**CITY OF GARDEN GROVE**, a municipal corporation


By: \_\_\_\_\_  
Matthew Fertal, City Manager

**ATTEST:**

\_\_\_\_\_  
City Clerk

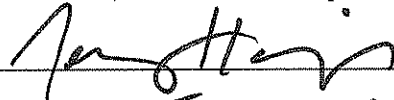
Date: \_\_\_\_\_

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
City Attorney

Date: 2/22/12

**CONSULTANT:**  
**GARDEN GROVE CHAMBER OF COMMERCE**, a California nonprofit corporation

By:  \_\_\_\_\_

Printed Name: Jeremy Harris

Title: President / CEO

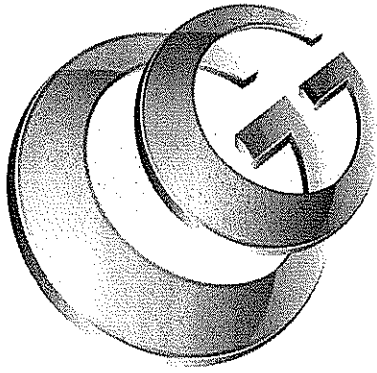
Date: 2/22/12

If CONSULTANT is a corporation, a Corporate Resolution and/or Corporate Seal is required. If a partnership, a Statement of Partnership must be submitted to CITY.

**EXHIBIT "A"**

**SCOPE OF SERVICES**

**[Attached on following pages]**



# Garden Grove

— Chamber of Commerce —  
Founded 1907

## Scope of Services

### About the Garden Grove Chamber of Commerce

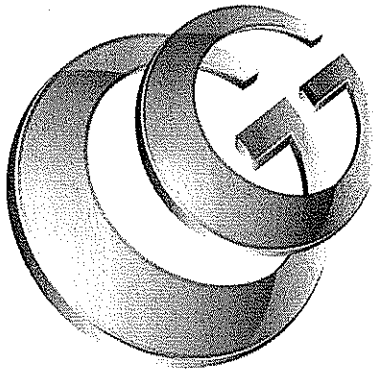
The Garden Grove Chamber of Commerce's mission is to make the City of Garden Grove a better place to live, work and do business. The Garden Grove Chamber of Commerce strengthens the community by identifying needs, problems, and opportunities for both member and nonmember businesses. It then develops programs to satisfy these needs. Committees of volunteers from the local business community help the Chamber implement and achieve these goals. Major programs are reviewed on an annual basis in order to ensure the results bring about a healthier climate for business and the community to grow and prosper.

The Chamber serves as the link between businesses, the local, state and federal government, community based organizations, and residents of the community. The Chamber assists members and nonmembers in promoting their individual businesses in order to ensure a positive business climate throughout Garden Grove and the surrounding region. A volunteer Board of Directors, representing a cross section of businesses located throughout and immediately adjacent to Garden Grove, oversees the mission and goals of the Garden Grove Chamber of Commerce.

The Garden Grove Chamber of Commerce focuses on four core competencies:

- **Creating a Strong Local Economy**  
*Retain, expand and attract business to Garden Grove.*
- **Promoting the Community**  
*Forge strategic alliances with the education community for tomorrow's workforce and identify issues that negatively impact the quality of life and develop programs and partnerships to tackle these issues.*
- **Providing Networking Opportunities**  
*Assist the local business community in being more competitive and profitable in today's economy and position the Chamber as the "Go To" organization for business resources.*
- **Representing the Interests of Business with Government**  
*Drive public policy for the business community by advocating for solutions on key business issues at the local, state and federal levels of government.*

The Garden Grove Chamber of Commerce (the "Chamber") will work with the City of Garden Grove (the "City") to meet the goals of the four competency areas. In prior years, this contractual relationship was with the Garden Grove Agency for Community Development. As a result of the dissolution of redevelopment agencies in the State of California, the Ambassador/Business Retention Bureau (ABRB) Program is now proposed to continue with the City.



# Garden Grove

— Chamber of Commerce —  
Founded 1907

## Deliverables

The Garden Grove Chamber of Commerce will provide the following specific services to the City of Garden Grove for fiscal year 2011 – 2012 as part of the ongoing ABRB Program. The Chamber will:

- Maintain an Ambassador/Business retention relationship with the Garden Grove business community and immediate surrounding business communities that seek assistance from the Chamber.
- Contact local businesses, with a heavy focus on small to medium sized businesses, to assess their needs and concerns regardless of Chamber membership.
- Work with City staff regarding business related issues including, but not limited to, business retention in Garden Grove, business licensing/permitting problems with local businesses, business relocation within Garden Grove, and business expansion.
- Work with the Small Business Administration (SBA) to provide information to Garden Grove businesses, regardless of Chamber membership, on the various programs offered by the SBA such as, but not limited to, small business loans & grants, woman and minority small business programs, SCORE counseling services, and other resources as provided by SBA.
- Produce a Garden Grove City Map and Visitors and Information Guide that is distributed free of charge at the Garden Grove Chamber of Commerce office, City Hall and select Garden Grove businesses such as hotels and resorts, gas stations and other public venues of interest.
- Maintain a website [www.GardenGroveChamber.org](http://www.GardenGroveChamber.org) that is dedicated to interconnecting the Garden Grove business community with pertinent City, California Tourism and community based organization information that is readily available 24 hours a day, 7 days a week and 365 days a year.
- Provide a nationwide phone number (1-800-959-5560) that is available to assist visitors with questions about Garden Grove and the business community.
- Meet with City staff on an as needed basis to share information and work to address any arising needs and concerns of individual businesses regardless of Chamber membership.
- Provide names of businesses to City staff interested in relocating to or moving from Garden Grove.

## Investment

The Chamber is seeking Forty Four Thousand One Hundred Dollars (\$44,100) as agreed upon in the last contractual agreement with the Garden Grove Agency for Community Development.