

Exhibit A

Statement of Work

1. Window Replacement to improve energy efficiency
 - a. Remove glass in eighteen (18) casement windows and replace with dual-glazed vinyl "low e" energy efficient windows on the north, east and west sides of the building owned by Santa Ynez Valley People Helping People, located at 545 Alisal Road, Solvang, California.
 - b. Tint ten (10) existing windows on the south side of building in order to improve reflectivity and energy efficiency.
2. Heating Ventilation Air Conditioning (HVAV) Replacement
 - a. Remove four existing HVAC units from walls, frame-in, insulate, stucco outside, dry-wall inside, trim, and paint interior and exterior.
 - b. Replace first floor north side heat pumps in 2 offices with Mitsubishi outdoor multi zone heat pump condenser (or equivalent) with 2 indoor air handlers.
 - c. Replace south side first floor heating and air conditioning unit with 36,000 BTU XP14-036 heat pump condenser and 1 Lennox CBX25UH036 (or equivalent) air handler and new R-8 insulated ductwork, night setback programmable thermostat, and outside air and grills.
 - d. Replace second floor north side 2 offices, south side 3 offices and conference room with same units as specified in item 2. C. above.
 - e. Add new condensate drains as required for air conditioning units.
 - f. Add new electrical for HVAC units.
3. Accessibility Improvements

Per Division IV, Section 1134B, Accessibility for Existing Buildings of the 2010 California Building Code, twenty-percent of the costs of window replacements ($\$25,760 \times 20\% = \$5,152$) must be spent on accessibility improvements for persons with disabilities. The following items will be completed as the \$5,152 budget allows:

- a. Re-stripe facility parking lot at 545 Alisal Road;
- b. Add signage in parking lot and side doors at west side of the building;
- c. Add safety striping to outside steps leading to the entrance and indoor steps that lead to second floor; and
- d. Other recommended Improvements to meet the requirements of the American with Disabilities Act that fit within budget.

FEDERAL REQUIREMENTS

1. Benefit to low- and moderate-income persons

- a. The Project will be carried out under the CDBG Limited Clientele definition where at least 51% of the persons served (Beneficiaries) are low- to moderate-income persons;
- b. Beneficiaries of the Project will be counted by the number of persons who are assisted by OWNER (see breakout by service below);
- c. Beneficiaries shall be income-qualified using the Annual Income determination method at 24 CFR 5.609 – 5.612. Guidance for qualifying participants may be found at:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/affordablehousing/training/web/calculator/definitions/part5

Exhibit F – CDBG Project Status Report shall be completed for each service offered by OWNER. The following is an example of the services provided. Include all services on the report form:

Basic Family Needs: Food and Emergency Services (Rent/Mortgage Assistance, Mobile Home Repair, Utility Assistance). Include the number of persons in the Beneficiaries' families to determine the number of persons served
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Health Services: Community Health Access Resource Team (CHART), Children's Dental Fund, Drug and Personal Counseling. Count just the Beneficiary served as the number of persons served

Children & Youth Services: Youth Coalition and Early Childhood Mental Health Counseling. Count just the Beneficiary served as the number of persons served

Family & Individual Services: Domestic Violence Prevention, Parent Education, Advocacy, Case Management, Christmas Fulfill-A-Wish, and Family Resource Centers. Include the number of persons in the Beneficiaries' families to determine the number of persons served