



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Community Services
Department
Department No.: 057
For Agenda Of: December 13, 2022
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department George Chapjian, Community Services Director (805) 568-2467
Director(s)
Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523
Laurie Baker, Grants & Program Manager (805) 568-3521

SUBJECT: **Approval and Execution of a Second Amendment to Agreement with Good Samaritan Shelters to extend the term of a \$350,000 CDBG Capital 2021-22 grant award for rehabilitation work on the Santa Maria Emergency Shelter (5th Supervisorial District).**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- A. Approve and authorize the Chair of the Board of Supervisors to execute a Second Amendment to the Community Development Block Grant Agreement with Good Samaritan Shelter (Attachment A) to extend the term of the Agreement to June 30, 2023, for continuation of rehabilitation and improvement work on the Santa Maria Homeless Emergency Shelter restroom and shower facilities located at 401 West Morrison Avenue in the City of Santa Maria (the "Project"), 5th Supervisorial District.
- B. Determine that the recommended action is not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15301, as it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.

Summary Text: The recommended Board action would approve and authorize the Chair of the Board of Supervisors to execute a Second Amendment to the Community Development Block Grant Agreement (“Second Amendment”) with Good Samaritan Shelter (“Project Sponsor”) to allow additional time for completion of Project construction work on the Santa Maria Emergency Shelter in the City of Santa Maria.

Background: On April 20, 2021, the County Board of Supervisors adopted and approved for submittal to the U.S. Department of Housing and Urban Development (“HUD”) the Santa Barbara County Community Development Block Grant (“CDBG”), Urban County 2021-2022 Action Plan, which included CDBG Capital funding in the amount of Three Hundred Fifty Thousand Dollars (\$350,000) for the Project. The Project scope of work included comprehensive rehabilitation and improvement work to the Santa Maria Emergency Shelter’s men’s and women’s restroom and shower facilities.

Santa Barbara County entered into a Community Development Block Grant Agreement with the Project Sponsor on December 7, 2021 (the “Agreement”) with an original term of performance ending on June 30, 2022, and provisions authorizing the director of the County Community Services Department (“Director”) to extend the term of the Agreement for an additional six (6) months at the request of the Project Sponsor, in the Director’s discretion. Due to a challenging construction labor market in the City of Santa Maria, the Project Sponsor encountered difficulties in securing bids for performance of Project work. Therefore, on June 17, 2022, at the request of the Project Sponsor, the Director executed a First Amendment to the Agreement extending the term of the Agreement until December 31, 2022, to allow for additional time to complete the Project.

The Project Sponsor has since secured a contractor, and Project construction is underway but will not be completed by December 31, 2022, due to challenges in acquiring supplies, equipment, and materials necessary for performance of the Project scope of work, as set forth in the Agreement (“Scope of Work”). The Project Sponsor has requested an extension of the term of the Agreement for another six months to complete the Project. The Second Amendment extends the term of the Agreement through June 30, 2023.

Contract Renewals and Performance Outcomes:

The Second Amendment allows for continued performance by Project Sponsor under the Agreement, and allows for the Project to be completed consistent with the Scope of Work.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
		\$350,000
\$ -	\$ -	\$ 350,000.00

Narrative: The FY 2021-221 Action Plan approved by the Board on April 20, 2021, included \$350,000 for the Project; no additional funds are being requested in connection with the Second Amendment. Staff time required to administer and monitor CDBG Capital projects is included in HCD’s annual operating budget.

Key Contract Risks:

HUD could require the County to repay CDBG grant funds expended for ineligible expenses. The Agreement specifies HUD-eligible expenses, and County staff will review each payment request submitted for cost reimbursement by the Project Sponsor to ensure that expenses incurred were for eligible costs.

Staffing Impacts: Current HCD staff is responsible for administrative oversight of the Agreement.

Special Instructions:

1. Please return one copy of the Minute Order to Carlos Jimenez, at cjimenez@countyofsb.org.
2. Please return one executed copy of the Second Amendment to Carlos Jimenez, at cjimenez@countyofsb.org, Ext. 83529.
3. Please retain one (1) executed original of the Second Amendment for COB records.

Attachments:

A: Second Amendment to Agreement with Good Samaritan Shelter

Authored by:

Carlos Jimenez, Housing Program Specialist, Senior

CC: