



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 No.: 057
For Agenda Of: May 20, 2014
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director: Renee Bahl Assistant CEO, Interim Community Services Director
(805) 568-3407
Contact Info: Dinah Lockhart, Deputy Director, (805) 568-3523
SUBJECT: First Amendment to 2013-2014 CDBG funded Guadalupe American Legion Hall
Seismic Retrofit in the City of Guadalupe

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 Board Chair to execute a First Amendment to the 2013-2014 Subrecipient Agreement with the City of Guadalupe for the Guadalupe American Legion Hall Seismic Retrofit project (1025 Guadalupe St.) to extend the time of performance to December 31, 2014 (Attachment A); and
- B) Determine that, as this project was previously determined on August 27, 2013 by the Board to be categorically exempt from the provisions of the California Environmental Quality Act (CEQA), and that no new information or modification of substantial importance has been made to the approved plans and specifications for this project under which the Notice of Exemption (Attachment B) was filed, no subsequent environmental document is required.

Summary Text:

The CDBG subrecipient agreement (Attachment C) between the County and the City of Guadalupe ("Subrecipient") is being amended to extend the agreement completion date to December 31, 2014. This extension will allow the subrecipient to complete the project and expend all funds (\$367,500). The current subrecipient agreement deadline is June 30, 2014.

Background:

The Guadalupe American Legion Hall Seismic Retrofit project received a reservation of CDBG funds from two fiscal years (2012-13 and 2013-14) for \$150,000 and \$217,500 respectively, totaling \$367,500. The project was originally approved by the Board of Supervisors on August 27, 2013 (Attachment D). There were multiple delays due to additional requirements being imposed by the State Historic Preservation Office (SHPO) leading to a need to extend the time of the contract past the initial June 30, 2014 fiscal deadline for expenditures.

Pursuant to NEPA requirements and due to the age of the structure, which was built in 1931, the project was required to go through the SHPO. Architectural drawings were prepared and sent to the SHPO on December 13, 2013. The SHPO required a 30 day review period. The SHPO responded on January 9, 2014 stating that there were additional items needed. In response to the SHPO request, the City of Guadalupe’s consultant provided additional information to the SHPO which the SHPO received on January 21, 2014. The SHPO required an additional 30 days to review the new information. On February 21, 2014 SHPO responded asking for some minor design adjustments. The consultant needed time to work on the designs. The design adjustments were made and the SHPO provided their approval for the project on March 11, 2014. Subsequent to the SHPO approval and requiring another 19 day public review period, CSD was required to post and send HUD a Request for Release of Funds (RROF). The RROF was completed and posted in north and South County and in Guadalupe at their city hall, public library and at the Legion Hall on March 18, 2014 for the required 19 day public review period which ended April 5, 2014. HUD provided CSD with authority to give the City of Guadalupe a Notice to Proceed on May 2, 2014. HUD’s release of funds for the project was received by CSD on May 5, 2014 (Attachment E). While the City of Guadalupe has been authorized to move forward, the project cannot be completed by June 30, 2014.

Fiscal Impacts and Key Contract Risks:

The City of Guadalupe subrecipient agreement is a cost reimbursement contract and eligible project costs will be reimbursed after they are incurred and appropriate expense documentation is received by the County. CSD staff will monitor the project to ensure the project progresses in a timely manner.

Funding Sources	Current FY Cost:	Annualized On-going Cost:	Total One-Time Project Cost
General Fund			
State			
Federal	\$ 367,500.00		
Fees			
Other:			
Total	\$ 367,500.00	\$ -	\$ -

Special Instructions:

Please email an electronic copy of the Minute Order to the Community Services Department, Housing and Community Development Division at HCD@co.santa-barbara.ca.us. Please execute three (3) original copies of the following documents and send to Susan Foley (x3522):

1. First Amendment to the Subrecipient Agreement with the City of Guadalupe for the Guadalupe American Legion Hall Seismic Retrofit project

Attachment A: First Amendment to the Subrecipient Agreement Guadalupe American Legion Hall
Seismic Retrofit

Attachment B: CEQA Notice of Exemption

Attachment C: Subrecipient Agreement

Attachment D: August 27, 2013 Board Letter and Minute Order

Attachment E: HUD Release of Funds

Authored by:

Susan Foley, Housing and Community Development Division (805-568-3522)