



# ALAMEDA COUNTY COMMUNITY DEVELOPMENT A REVISED

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Agenda Item No. \_\_\_\_\_ January 12, 2021

December 29, 2020

The Honorable Board of Supervisors  
County Administration Building  
1221 Oak Street Suite 536  
Oakland, California 94612

Dear Board Members:

**SUBJECT: APPROVE AMENDMENT NO. 2 TO PROCUREMENT CONTRACT NO. 18944 WITH THE CITY OF DUBLIN, AMENDMENT NO. 2 TO PROCUREMENT CONTRACT NO. 18920 WITH THE CITY OF ALBANY AND AMENDMENT NO. 1 TO PROCUREMENT CONTRACT NO. 18924 WITH THE CITY OF HAYWARD FOR FY2019 COMMUNITY DEVELOPMENT BLOCK GRANT ROUND 3 CARES ACT FUNDS FOR COVID-19 RENTAL ASSISTANCE PROGRAMS**

**RECOMMENDATION:**

- A. Accept Federal Fiscal Year 2019 CARES Act Community Development Block Grant (CDBG) Round 3 grant from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$1,924,885;
- B. Approve Amendments to the following three contracts to include CARES Act CDBG funds in the combined amount of \$272,579.96:
  - i. Amendment No. 2 to Procurement Contract No. 18944 with the City of Dublin to provide rental assistance to low income Dublin renters affected by COVID-19 income loss, with no change in the term of 7/1/19 – 6/30/21, increasing the amount from \$545,721 to \$713,682 (\$167,961 increase);
  - ii. Amendment No. 2 to Procurement Contract No. 18920 with the City of Albany to provide program administration for COVID-19 projects including motel vouchers for homeless individuals, with no change in the term of 7/1/19 – 6/30/21, and increasing the amount from \$613,741 to \$626,941 (\$13,200 increase);
  - iii. Amendment No. 1 to Procurement Contract No. 18924 with the City of Hayward to provide rental assistance payments made to Unincorporated County residents with no change in the term of 7/1/19 – 6/30/23, increasing the amount from \$402,862.10 to \$494,281.06 (\$91,418.96 increase);
- C. Delegate authority to the Agency Director or his designee to execute the grant agreements and the contracts with the cities of Dublin and Hayward, subject to review and approval as to form by County Counsel, and return executed copies to the Clerk of the Board for filing;

D. Authorize the Auditor-Controller to make related budget adjustments.

**DISCUSSION/SUMMARY:**

In March 2020, the U.S. Department of Housing and Urban Development (HUD) allocated \$1,276,736 in CDBG CARES funds to the Alameda County Urban County for projects that directly address issues related to COVID-19 response. HUD has added these funds onto the FY19 CDBG allocation. Alameda County did not receive additional awards in the second round of funding. The \$1,924,885 Round 3 CDBG Cares Act funds were awarded in November 2020.

On August 6, 2019 (Item No. 19), your Board approved the City/County agreement with the City of Dublin and the City of Albany for FY2019 Community Development Block Grant (CDBG) Funds, and amended both contracts on June 30, 2020 (Item No. 27) to add CDBG Cares Act Round 1 funds. The Round 1 funds allowed the City of Dublin to fund COVID-19 response food delivery projects and provided the City of Albany funds for motel vouchers for homeless individuals. The City of Dublin has requested to administer the CDBG Round 3 funds for its own Rental Assistance Program for Dublin residents, and the City of Albany has requested administrative funds for its COVID-19 programs funded through Round 1.

On August 6, 2019 (Item No. 20), your Board approved the HOME Subrecipient agreement with the City of Hayward for FY19 HOME funds. The City of Hayward has asked for reimbursement of payments made mistakenly to Unincorporated County residents from its existing Rental Assistance program. These Unincorporated County residents are eligible to receive CDBG funds for rental assistance so HCD is recommending reimbursing the City with CDBG Round 3 funds in the amount of \$91,418.96 that are to be used specifically for rental assistance. This will free up funds for the City of Hayward to serve more Hayward residents who are in need of rental assistance.

**SELECTION CRITERIA AND PROCESS:**

*The Urban County Cities identified projects in their locations that fit the Round 3 CARES Act criteria for providing rental assistance. The City of Dublin was the only Urban County city that decided to administer its own Rental Assistance Program. The rest of the Jurisdictions will be included in a Rental Assistance Contract that will come before your Board at a later date. The City of Dublin's FY19 CDBG City/County Agreement is being amended to add in the funds for this project. The City of Albany requested program administration funds for COVID-19 projects it is currently providing.*

*The Auditor Controller's Office of Contract Compliance has reviewed and issued Federal Grant Funds Waiver #1454-A1, #1453-A1 and #1463-A, expiring June 30, 2021, for these contract amendments.*

**FINANCING:**

Funding for these amendments will come from CARES Act CDBG Round 3. Additional appropriations for these contracts are required in CDA's approved Fiscal Year 2020/2021 budget (\$272,579.96) per the attached financial recommendation.

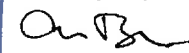
This agreement is funded from a federal grant which runs over multiple fiscal years and includes program income. Unused funds from federal grants are rolled over to the following year's available funds during the term of the grant. HCD includes estimated project amounts to encumber from available funds in various grants as part of the annual budget. Upon payments to contractors, HCD makes draws on the federal grants to reimburse the County general fund. Contract expenditures may change from one fiscal year to another due to the needs of the projects and/or changes in the project schedules. HCD will make adjustments at year's end to the unused appropriations and budget rollovers in conformance with grant reimbursement guidelines. There is no increase in Net County Cost as a result of this action.

**VISION 2026 GOAL:**

This funding helps to meet the 10X goal pathway of Accessible Infrastructure and Eliminating Homelessness in support of our shared vision of Safe and Livable Communities.

Very truly yours,

DocuSigned by:



Chris Bazar, Director

Community Development Agency

cc: Susan S. Muranishi, County Administrator  
Donna R. Ziegler, County Counsel  
Melissa Wilks, Auditor-Controller  
Jennifer Schulz, County Administrator's Office  
Heather M. Littlejohn, Office of the County Counsel  
Sandra Rivera, Community Development Agency

**ALAMEDA COUNTY HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT**  
**CDBG AGREEMENT AMENDMENT NO.2**  
**BETWEEN**  
**CITY OF ALBANY**  
**AND**  
**THE COUNTY OF ALAMEDA**

THIS SECOND AMENDMENT, entered into on the 12th day of January, 2021 modifies the Contract (No. 18920) entered into on the 6<sup>th</sup> day of August 2019 and first amended on June 23, 2020, between the COUNTY OF ALAMEDA, a body corporate and politic of the State of California, hereinafter referred to as “COUNTY” and the CITY OF ALBANY for Community Development Block Grant (CDBG) programs and its eligible services.

WHEREAS, on August 6, 2019, the COUNTY and the CITY OF ALBANY entered into the Contract (No. 18920) for CDBG services (the “Agreement”) and first amended on June 23, 2020, and

WHEREAS, the COUNTY and the CITY OF ALBANY desire to amend the Agreement to amend the scope of work and add funds for the CITY OF ALBANY to perform the services pursuant to the Agreement;

WHEREAS, the COUNTY and the CITY OF ALBANY have identified additional funds for CDBG-eligible projects, recently made available from the CDBG Urban County Coronavirus Aid, Relief and Economic Security (CARES) Act Round 3 funds; and

THEREFORE, for valuable consideration, the receipt and sufficiency of which are hereby acknowledged, COUNTY and the CITY OF ALBANY agree as follows:

- A. Page 1, Section I. B. of the Agreement is amended to remove: “The maximum amount of fiscal year 2019 CDBG funds covered by this agreement shall be six hundred thirteen thousand seven hundred forty-one dollars (\$613,741) consisting of one hundred twelve thousand two hundred nineteen dollars (\$112,219) in CDBG jurisdictional funds plus four hundred seventy-six thousand five hundred twenty-two dollars (\$476,522) in CDBG Urban County Capital Projects Pool funds and twenty-five thousand dollars \$25,000 in CDBG COVID-19 funds.” And replace it with “The maximum amount of fiscal year 2019 CDBG funds covered by this agreement shall be six hundred twenty-six thousand nine hundred forty-one dollars (\$626,941) consisting of one hundred twelve thousand two hundred nineteen dollars (\$112,219) in CDBG jurisdictional funds plus four hundred seventy-six thousand five hundred twenty-two dollars (\$476,522) in CDBG Urban County Capital Projects Pool funds and twenty-five thousand dollars (\$25,000) in CDBG CARES Act Round 1 funds and thirteen thousand two hundred dollars (\$13,200) in CARES Act Round 3 funds.”
- B. Page 7, Exhibit A –Scope of Work/Budget to the Agreement is replaced with the Scope of Work/Budget in EXHIBIT A (rev. 12/8/2020), attached hereto.
- C. Except as provided for in this Second Amendment, all other terms and conditions of the Agreement, remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to the Agreement as of the 12th day of January, 2021.

CITY OF ALBANY

COUNTY OF ALAMEDA

By: Nick Hlg  
City Manager

By: \_\_\_\_\_  
President, Board of Supervisors

Attest: [Signature]  
City Clerk

Date  
Approved as to Form:  
Donna R. Ziegler, County Counsel

By: Heather Littlejohn  
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Heather M. Littlejohn, Deputy County Counsel

By signing above, signatory warrants and represents that he/she executed this Second Amendment to the Agreement in his/her authorized capacity and that by his/her signature on this Second Amendment to the Agreement, he/she or the entity upon behalf of which he/she acted, executed this Second Amendment to the Agreement.

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AGREEMENT BY AND BETWEEN  
THE CITY OF ALBANY  
AND  
THE COUNTY OF ALAMEDA  
EXHIBIT A  
Rev. 12/8/20

<b>03L – Sidewalks</b>	
Removal and replacement of sidewalks, existing ramps at street intersections at Solano Avenue from Madison Street to Masonic Avenue and replace with ADA compliant ramps and sidewalks.	\$44,000
Owner Rehabilitation Program Income to be used for sidewalk project	\$3,016
Capital Pool Funds for sidewalk project	\$476,522
<b>03T – Operating Costs of Homeless/AIDS Patients Programs</b>	
Outreach and engagement, case management, housing search for homeless individuals.	\$45,000
<b>03T – Operating Costs of Homeless/AIDS Patients Programs - COVID</b>	
Motel Vouchers for homeless individuals who have contracted COVID-19	\$25,000
<b>14A Rehabilitation - Single Unit Residential</b>	
Minor Home Repair Program that promotes the maintenance of homes for the benefit of low-income Alameda County residents. County will retain funds allocated by City for services to be performed by Alameda County Healthy Homes. including \$3,618.40 for project delivery costs.	\$13,603
<b>21A Administration</b>	
Provide overall CDBG program administration.	\$6,600
CDBG CV3 funds to provide program administration for CARES Act COVID-19 projects	\$13,200
<b>TOTAL - CITY OF ALBANY</b>	<b>\$626,941</b>
<i>Anticipated Program Income*</i>	<b>\$3,016</b>

*\* Based on an estimate of prior years' program income received; only actual program income received will be available to the City for its Revolving Loan Fund (Housing Rehabilitation Programs).*

**FINANCIAL RECOMMENDATION**

**AGENDA DATE:** 01/12/2021

**Subject of Board Letter:**

Approve Amendment No. 2 To Procurement Contract No. 18944  
With The City Of Dublin, Amendment No. 2 To Procurement  
Contract No. 18920 With The City Of Albany And Amendment  
No. 1 To Procurement Contract No. 18924 With The City Of  
Hayward For FY2019 Community Development Block Grant Funds  
Round 3 CARES Act Funds

**BY:** 2021

**FUND:** 10000

The use of Designations, as follows:

NAME OF DESIGNATION	ORG	AMOUNT

The increase (decrease) in anticipated revenue, as follows:

ORG	ACCT	PROG	PROJ/GR	AMOUNT
260305	456300			272,579.96
<b>ORG TOTAL</b>				<b>272,579.96</b>

ORG	ACCT	PROG	PROJ/GR	AMOUNT
<b>ORG TOTAL</b>				<b>\$0</b>

**GRAND TOTAL ANTICIPATED REVENUE** 272,579.96

The increase (decrease) in appropriations, as follows:

ORG	ACCT	PROG	PROJ/GR	AMOUNT
260305	610000			272,579.96
<b>ORG TOTAL</b>				<b>272,579.96</b>

ORG	ACCT	PROG	PROJ/GR	AMOUNT
<b>ORG TOTAL</b>				<b>\$0</b>

**GRAND TOTAL APPROPRIATION** 272,579.96