



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Department of Housing



Date: October 23, 2012
Board Meeting Date: November 6, 2012
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Duane Bay, Director, Department of Housing

Subject: Amendment to the Agreement with El Concilio of San Mateo County

RECOMMENDATION:

Adopt a Resolution authorizing an amendment to the agreement with El Concilio of San Mateo County, increasing the amount by \$70,000 to \$140,000.

BACKGROUND:

On May 10, 2011, the Board of Supervisors approved the FY2011-12 Action Plan for CDBG, HOME and ESG projects. The Action Plan included \$70,000 in CDBG funding for this activity. On September 2, 2011, the County entered into Agreement 79000-12-C077 in the amount of \$70,000 for the term July 1, 2011 through June 30, 2012.

On May 30, 2012, Amendment 1 extended the term of this Agreement for the Peninsula Minor Home Repair Program through June 30, 2013.

DISCUSSION:

The Housing & Community Development Committee (HCDC), at their public hearing on March 15, 2012, approved extending the Agreement for an additional year, which was accomplished through Amendment 1. The HCDC further approved an additional \$70,000 once the Contractor expended the bulk of the original \$70,000 allocation.

The requested Board action also gives authority the Director of the Department of Housing or the Director's designee to execute contract amendments modifying the County's maximum fiscal obligation by no more than \$25,000 (in aggregate) and/or modifying the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions. The Contractors have assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

The Resolution and amendment have been reviewed and approved by County Counsel. Contractor has assured compliance with the County Contractor's Employee Jury service ordinance, as well as all other contract provisions that are required by County ordinance and administrative memorandum, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

Approval of this action contributes to the Shared Vision 2025 outcome of a Livable Community in that contract streamlining allows the affected nonprofit service providers to devote more staff time to providing essential services rather than administration and budgeting activities.

PERFORMANCE MEASURE(S):

Measure	FY 2011-12 Actual	FY 2012-13 Projected
Number of households served by the Peninsula Minor Home Repair Program	60	60

FISCAL IMPACT:

There is no Net County Cost. The total County obligation under this Agreement is \$140,000, which is funded by the federal Community Development Block Grant (CDBG)/HOME Investment Partnerships Act Program(s). This contract amount was included in the Department of Housing Budget for FY2011-12 and FY2012-13.