



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

Department of Housing

DATE: 8/13/09
BOARD MEETING DATE: August 25, 2009
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: Duane Bay, Director, Department of Housing
SUBJECT: Approve an Agreement with North Peninsula Neighborhood Services Center for Housing Revitalization Program

RECOMMENDATION:

Adopt a Resolution:

1. Authorizing the execution of an Agreement with North Peninsula Neighborhood Services Center in the amount of \$120,000 for operation of the Housing Revitalization Program for the term of July, 1, 2009 through June 30, 2010; and
2. Authorizing the Director of the Department of Housing or the Director's designee to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

BACKGROUND:

The Department of Housing (DOH) receives an annual allocation from U.S. Housing and Urban Development (HUD) to fund programs and projects in various categories including Housing Development, Housing Rehabilitation Programs, Public Facility Rehabilitation and Public Services. On December 8, 2008, DOH released a Notice of Funding Availability (NOFA) with an application deadline of January 22, 2009.

North Peninsula submitted an application for their Housing Revitalization Program under the Housing Rehabilitation Programs category in the amount of \$120,000. After a process that included review of applications by DOH staff and recommendations from both DOH staff and the Housing and Community



Development Committee (HCDC), a Board appointed advisory committee, the FY2009-10 NOFA recommendations, including a recommendation to fund North Peninsula's Housing Revitalization Program in the amount they had requested (\$120,000), were approved by the Board of Supervisors on May 5, 2009.

DISCUSSION:

North Peninsula Neighborhood Services Center is a nonprofit community-based organization that provides much needed home repairs for low-income clients. North Peninsula's Housing Revitalization Program performs a wide variety of repairs and installations including, but not limited to, replacement of roofs, stairways, windows, doors, furnaces and hot water heaters.

During the past eleven years North Peninsula Neighborhood Services Center has been an excellent service provider that has provided repairs to clients who live in mobile homes as well as single family units

Approval of this Agreement contributes to the Shared Vision 2025 outcome of a livable community with a commitment and goal by addressing health and safety hazards including, but not limited to, improving handicap accessibility in addition to addressing housing code deficiencies and rehabilitating the existing housing stock in San Mateo County.

The contractor has assured compliance with all contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits, and the County's Contractor Employee Jury Service Ordinance.

County Counsel has reviewed and approved the Resolution and Agreement as to form. Risk Management has reviewed and approved the insurance coverage provided by the Contractor.

A complete electronic copy of this report and all referenced resolutions and agreements are available online and complete paper versions are available for review in the Clerk of the Board's office.

Performance Measure(s):

Measure	FY 2008-09 Actual	FY 2009-10 Projected
Amount of funding provided for Housing Rehab Programs funded under NOFA Process	\$272,558	\$295,000

FISCAL IMPACT:

This program is included in the Department of Housing Budget for FY 2009-10. The County's total obligation under this Agreement is \$120,000, from CDBG/HOME/ESG funds. There is no Net County Cost.

