



# Mendocino County

## Legislation Details (With Text)

**File #:** 21-0380      **Version:** 1      **Name:**  
**Type:** Approval      **Status:** Consent Agenda  
**File created:** 3/19/2021      **In control:** Health and Human Services Agency  
**On agenda:** 4/6/2021      **Final action:**  
**Title:** Approval of Second Amendment to Agreement with Brokaw Design in the Amount of \$9,000 for a Total Agreement Amount of \$68,580 for Live Oak Apartments (Project Homekey) Housing Renovation Engineering and Design at 555 S. Orchard (Ukiah) Effective Upon Execution to May 31, 2021

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Agreement 20-145-A2, 2. Brokaw Design Amendment 2 revised Partially Signed, 3. Transitional Housing Structural Fee Proposal

| Date     | Ver. | Action By            | Action | Result |
|----------|------|----------------------|--------|--------|
| 4/6/2021 | 1    | Board of Supervisors |        |        |

**To: Board of Supervisors**

**From:** Health and Human Services Agency

**Meeting Date:** April 6, 2021

**Department Contact:** Megan Van Sant

**Phone:** 463-7733

**Department Contact:** Steve Dunnicliff

**Phone:** 463-4441

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

### **Agenda Title:**

Approval of Second Amendment to Agreement with Brokaw Design in the Amount of \$9,000 for a Total Agreement Amount of \$68,580 for Live Oak Apartments (Project Homekey) Housing Renovation Engineering and Design at 555 S. Orchard (Ukiah) Effective Upon Execution to May 31, 2021

### **Recommended Action/Motion:**

Approve Second Amendment to Agreement with Brokaw Design in the amount of \$9,000 for a total agreement amount of \$68,580 for Live Oak Apartments (Project Homekey) housing renovation engineering and design at 555 S. Orchard (Ukiah) effective upon execution to May 31, 2021; authorize Chair to sign same.

### **Previous Board/Board Committee Actions:**

On October 20, 2020 the Board approved an initial agreement with Brokaw Design in the amount of \$52,700. 2/23/21, the Board approved the first amendment to this agreement in the amount of \$6,880 for Phase II cost estimate and bid package creation.

### **Summary of Request:**

The Project Homekey facility located at 555 S. Orchard Ave, Ukiah is known as Live Oak Apartments. This

facility was acquired for use as transitional and permanent housing for individuals and families who are homeless or at risk of becoming homeless. The State launched this program in part to provide housing for vulnerable populations during the current pandemic. Conversion of the first 30 units from motel rooms into housing with kitchenettes is under way, after having been declared an emergency to meet the State's March 31, 2021 occupancy expectation. To facilitate submittal of a grant application for funds to complete the project, Brokaw Design is creating a "Phase II" cost estimate and bid package for the remaining work. Phase II will include installation of kitchenettes in approximately twenty more rooms, replacement of remaining carpet with vinyl, and other related improvements. This second amendment will allow Brokaw Design to address unforeseen engineering work, primarily related to new doorways and a smoking structure that will be included in Phase II construction.

**Alternative Action/Motion:**

Return to staff for alternative handling.

**Supervisory District:** District 2

**vote requirement:** Majority

**Supplemental Information Available Online At:** [www.projecthomekeymendocino.org](http://www.projecthomekeymendocino.org)

**Fiscal Details:**

**source of funding:** Project Homekey

**current f/y cost:** \$9,000

**annual recurring cost:** N/A

**budget clarification:** BU 1714 Project Homekey project code

**budgeted in current f/y:** No

**if no, please describe:**

**revenue agreement:** No

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Darcie Antle, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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**Executed By:** Atlas Pearson, Deputy Clerk I

**Date:** April 6, 2021

**Note to Department** Number of Original Agreements

Returned to Dept: 0 Original Agreement Delivered to

Auditor? No

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**Final Status:** Approved

**Executed Item Type:** Agreement **Number:** 20-145-A2

