



# Mendocino County

## Legislation Text

---

**File #:** 20-1201, **Version:** 1

---

**To:** Board of Supervisors

**From:** Executive Office

**Meeting Date:** January 5, 2021

**Department Contact:** Steve Dunncliff

**Phone:** 463-4441

**Item Type:** Regular Agenda

**Time Allocated for Item:** 15 Min

**Agenda Title:**

Discussion and Possible Action Including Approval of Report to the Board of Emergency Declaration for Rehabilitation of the County's Project Homekey Facility at 555 South Orchard Avenue, Ukiah, for Housing and the Emergency Purchase of 30 Kitchenette Units and 30 Recirculating Hoods Procured in an Amount of Approximately \$56,500 for this Project  
(Sponsor: Executive Office)

**Recommended Action/Motion:**

Receive the report of an emergency declaration for rehabilitation of the County's Project Homekey Facility at 555 South Orchard Avenue, Ukiah, for housing and the emergency purchase of 30 kitchenette units and 30 recirculating hoods procured in an amount of approximately \$56,500 for this project.

**Previous Board/Board Committee Actions:**

On August 4, 2020 the Board received a report from staff regarding the Homekey Program, and provided direction to staff. On September 22, 2020, the Board approved purchase of a 56 room hotel building located at 555 S. Orchard Avenue in Ukiah and adopted a Resolution Authorizing participation in the Homekey Program. On October 20, 2020, the Board adopted a Resolution authorizing the purchase of that real property and approving an agreement to purchase the property in the amount of \$10,640,000. The same day, the Board approved a retroactive agreement with Brokaw Design for housing renovation design services at the site.

**Summary of Request:**

As the Board is aware, the property located at 555 S. Orchard will be used as housing for individuals and families who are homeless or at risk of becoming homeless. The State's timelines on this project are extremely aggressive to ensure this new housing can be available for vulnerable populations during the COVID-19 pandemic. Brokaw Design has completed plans that will accomplish this conversion of the property, including improvements to the lobby area, interior and exterior accessible upgrades as needed, addition of kitchenettes to each unit, installation of vinyl flooring, and demolition of a swimming pool & hot tub. The County agreement with the State stipulates that occupants will be in the building by March 30, 2020. To assist in meeting the State's occupancy target for this critical housing effort, an emergency was declared to allow expedited processes. The County has contracted with Rural Communities Housing Development Corporation (RCHDC) for construction management; RCHDC has assisted with solicitation of construction bids for this work. Bids are due to be opened January 11, and it is anticipated an agreement for completion of this work will be brought to the Board on January 19. Specifications for kitchenettes and recirculating hoods were provided

by the architect, and it was determined that these items had a delivery time in excess of a month. To minimize likely project delays that would occur if these items were purchased by a contractor after a construction contract was in place, County staff completed an emergency purchase for this equipment to support completion of 30 of these housing units. Budget changes to fund the related budget units and expenditures associated with this project will be brought to the Board.

**Alternative Action/Motion:**

N/A

**Supervisory District:** District 2

**vote requirement:** Majority

**Supplemental Information Available Online At:** N/A

**Fiscal Details:**

**source of funding:** N/A

**current f/y cost:** N/A

**annual recurring cost:** N/A

**budget clarification:** N/A

**budgeted in current f/y:** N/A

**if no, please describe:**

**revenue agreement:** N/A

**Agreement/Resolution/Ordinance Approved by County Counsel:** N/A

---

**CEO Liaison:** Executive Office

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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

**Date:** January 8, 2021

**Final Status:** **Approved**

