



# Mendocino County

## Legislation Text

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**File #:** 21-0245, **Version:** 1

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**To:** Board of Supervisors

**From:** Health and Human Services Agency

**Meeting Date:** February 23, 2021

**Department Contact:** Megan Van Sant

**Phone:** 463-7733

**Department Contact:** Steve Dunncliff

**Phone:** 463-4441

**Item Type:** Consent Agenda

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

**Agenda Title:**

Approval of First Amendment to Agreement with Brokaw Design in the Amount of \$6,880 for a Total Agreement Amount of \$59,580, for Project Homekey Transitional Housing Renovation (Phase II) Cost Estimate and Bid Package Services, with the Term Starting Upon Execution to March 31, 2021

**Recommended Action/Motion:**

Approval of first amendment to agreement with Brokaw Design in the amount of \$6,880 for a total agreement amount of \$59,580, for Project Homekey transitional housing renovation (Phase II) cost estimate and bid package services with the term starting upon execution to March 31, 2021; and authorize the Chair to sign same

**Previous Board/Board Committee Actions:**

On October 20, 2020 the Board approved the initial agreement with Brokaw Design in the amount of \$52,700.

**Summary of Request:**

As the Board is aware, the property located at 555 S. Orchard Ave, Ukiah that the County has acquired for Project Homekey is intended to be used as transitional and permanent housing for individuals and families who are homeless or at risk of becoming homeless. The conversion of the first 30 units from a motel into transitional 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 will create 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.

**Alternative Action/Motion:**

Return to staff for alternative handling

**Supervisory District:** District 2

**vote requirement:** Majority

Supplemental Information Available Online At: n/a

**Fiscal Details:**

**source of funding:** Project Homekey

**current f/y cost:** \$6,880

**annual recurring cost:** N/A

**budget clarification:** 1714 Budget Unit Project Homekey project code.

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

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

**if no, please describe:** Emergency project and funding from Covid-19

**revenue agreement:** No

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**CEO Liaison:** Executive Office

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Deputy Clerk I

Date: **FEBRUARY 24, 2021**

**Note to Department** Number of Original Agreements

Returned to Dept: 0 Original Agreement Delivered to Auditor? No

Final Status: Approved

Executed Item Type: Agreement Number: 20-145-A1

