



## CITY OF COMMERCE AGENDA REPORT

**TO:** HONORABLE CITY COUNCIL

**Item No.** \_\_\_\_\_

**FROM:** CITY ADMINISTRATOR

**SUBJECT:** A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, APPROVING A CONTRACT FOR THE HOME PRESERVATION GRANT PROGRAM [PROJECT NO. 601074-17 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM] FOR THE PROPERTY AT 5433 PUEBLO COURT

**MEETING DATE:** May 1, 2018

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### **RECOMMENDATION:**

Adopt the Resolution and assign the number next in order.

### **BACKGROUND:**

The City of Commerce is a participant city in the County of Los Angeles Small Cities Block Grant Program that distributes Federal Community Development Block Grant (CDBG) Funds. Each year, the City receives an allocation of funding administered by the Community Development Commission of Los Angeles County for programs and projects that benefit low to moderate-income persons. With CDBG funds, the City has provided a variety of programs and projects over the years, which includes the Home Preservation Grant Program.

On February 7, 2017, the City Council approved the Fiscal Year 2017/2018 CDBG Program funding budget for the Home Preservation Grant Program in the amount of \$95,000. The purpose of the Home Preservation Grant Program is to assist low-moderate income households throughout the City with the repair and rehabilitation of their single-family owner-occupied home. The grant provides up to \$20,000 to conduct home improvement repairs such as new roofing, exterior paint, window replacement, and to conduct asbestos and/or lead-based paint testing and remediation and/or abatement of these hazardous materials.

The selection for this Program is based on staff's review of the home improvement interest forms in the City's Program database, as well as, the annual windshield assessment that is conducted for every home on the Program's waiting list. The homes that are in greater need of repair and meet the Program's eligibility requirements are the first to receive assistance.

## ANALYSIS:

The City's Public Works and Development Services Department's housing consultant staff has initiated one (1) new home improvement project located at 5433 Pueblo Court. This proposed home improvement project involves, but is not limited to the following items: HUD required items such as new smoke detectors and Ground Fault Circuit Interrupters (GFCI), new entry door, sliding patio door, windows, and new exterior color coat. Asbestos and lead-based paint testing was not required for this property as this property was constructed in 1980.

The scope of work for the home improvement project was circulated to qualified contractors satisfying the program requirements and in compliance with the County of Los Angeles Community Development Block Grant Program guidelines to advertise for bids.

The repairs and improvements were prioritized based the health and safety needs of the dwelling. Staff has determined that all of the improvements identified in the scope of work are crucial to the overall rehabilitation of the dwelling and are within the limits of program assistance.

The following low bid was received and is being recommended by staff for Council to approve and ratify:

	<b>CONSTRUCTION BID</b>		
	<b>Company Name</b>	<b>Property Address</b>	<b>Total Bid Amount</b>
1.	A-Custom Construction, Commerce, CA	5433 Pueblo Court	\$19,995.00
		<b>Total:</b>	<b>\$19,995.00</b>

Staff recommends that the contract be approved for the above-referenced low bidder.

## FISCAL IMPACT:

No additional capital costs are expected for this Home Preservation Grant Program case. This activity can be carried out using the Federal CDBG funds and do not impact the City's General Fund. The account number that the funds are available in is as follows:

29-2910-71715.10337 – Home Preservation Program Construction CDBG Fund

## RELATIONSHIP TO STRATEGIC GOALS:

This agenda item relates to the 2012 strategic planning goal: "*Protect and Enhance the Quality of Life in the City of Commerce*," as it addresses an environmental issue of concern important to the community.

## ALTERNATIVES:

1. Approve staff's recommendation

2. Provide staff with alternative direction

**ATTACHMENTS:**

1. Resolution
2. Home Preservation Grant Program Agreement
3. Agreement for Rehabilitation
4. Construction Bid

Prepared by: Esther Luis, Program Consultant, MDG Associates, Inc.

Reviewed by: Matt Marquez, Deputy Director of Development Services

Approved by: Maryam Babaki, Director of Public Works & Development Services

Reviewed by: VilkoDomic, Finance Director

Approved as to form: Norma Copado, Assistant City Attorney

Respectfully submitted: Edgar P. Cisneros, City Administrator