

COUNTY OF MONTEREY ENTITLEMENT AREA  
FY 2013-14 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

**PUBLIC FACILITY/INFRASTRUCTURE PROJECT PROPOSAL**

CAREFULLY READ THE ACCOMPANYING NOFA AND PUBLIC FACILITY PROPOSAL INSTRUCTIONS AND ANSWER ALL QUESTIONS AS SPECIFICALLY AS POSSIBLE.

**A. APPLICANT INFORMATION**

1. Legal Name of Organization: *County of Monterey*
2. Mailing Address: *168 W. Alisal Street, 2<sup>nd</sup> Floor*  
City: *Salinas* Zip: *93901*
3. Executive Director: *Robert K. Murdoch, P.E., Director of Public Works*
4. Organization's Website Address: *http://www.co.monterey.ca.us/publicworks/*
5. Organization's **DUNS #:** *809121200* and **Tax Payer ID #:** *946000524*
6. Contact Person Name & Title for Project Questions:  
*Patricia A. Lopez, Management Analyst III*  
*Dirk J. Medema, P.E., Environmental Services Manager*
  - a. Phone: *831-755-8998 or 831-784-5647* FAX: *831-755-4958*
  - b. E-mail Address: *lopezp@co.monterey.ca.us or medemad@co.monterey.ca.us*
7. Contact Person Name & Title for **Financial** Questions:  
*Shawne Ellerbee, Administration & Finance Manager*  
*Monterey County Resource Management Agency*
  - a. Phone: *831-755-4794* FAX: *831-755-4958*
  - b. E-mail Address: *EllerbeeS@co.monterey.ca.us*
8. Type of Project:
  - a. Please identify the type of facilities

<input type="checkbox"/> Parks and Recreation Facilities	<input type="checkbox"/> Libraries	<input type="checkbox"/> Civic Centers
<input type="checkbox"/> Streets and Sidewalks	<input checked="" type="checkbox"/> Infrastructure (Please specify, e.g. drainage) waste water treatment plant	<input type="checkbox"/> Other Facilities (please specify, e.g., streetlights)

- b. Please identify the type of improvements

<input type="checkbox"/> Acquisition	<input type="checkbox"/> New Construction	<input type="checkbox"/> Expansion
<input checked="" type="checkbox"/> Rehabilitation/Improvement	<input type="checkbox"/> ADA Improvements	

9. Number of Low/Mod Beneficiaries to be Served by the Project: 805

Cost-per-Beneficiary for this project (CDBG Request/CDBG Beneficiaries) = \$223.60

10. Title of Proposed Project: *Chualar Waste Water Treatment Plant and Pump Station Improvement Project*

- Address/Service Area of Project: *Chualar Dump Road, Chualar, CA 93925*
- Amount Requested for this Project: \$200,000
- Amount of Leveraged Funds Available for this Project: \$5,500
- Total Project Cost (all sources) : \$205,500

\*Note: These amounts should equal the amounts in the Section E. Development Budget/Leveraging.

## B. PROJECT INFORMATION

Answer each of the following questions regarding your project. You may use more than the space provided for each question, but the complete response for Section B, Questions 1 – 6, is not to exceed three pages.

### 1. NEED

Indicate the applicable CDBG program national objective that your project activity addresses. Enter 1, 2, or 3 here: 1, 3

- Benefit extremely-low, very low- and low/moderate-income persons,
- Aid in the prevention or elimination of slums or blight, or
- Meet community development needs having a particular urgency.

Check if the proposed activity will: N/A

Help prevent homelessness?  
 Help those with HIV or AIDS?

Help the homeless?  
 Help the disabled?

**In 500 words or less, provide a concise description of the proposed project.** Indicate how it will address the priority need indicated above. Provide data such as demographics, reports, and/or other information to document the need for your specific project in the Entitlement Area.

HUD requires that all rehabilitation projects must have written, adopted rehabilitation standards. If a rehabilitation project, submit a copy of your adopted rehabilitation standards. Please specify if your project is targeted for the entire Entitlement Area, or specifically for Del Rio Oaks, Gonzales, or the unincorporated County areas.

## Project Description

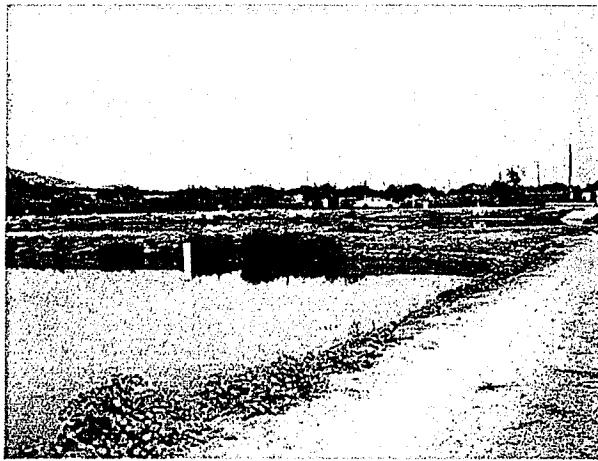
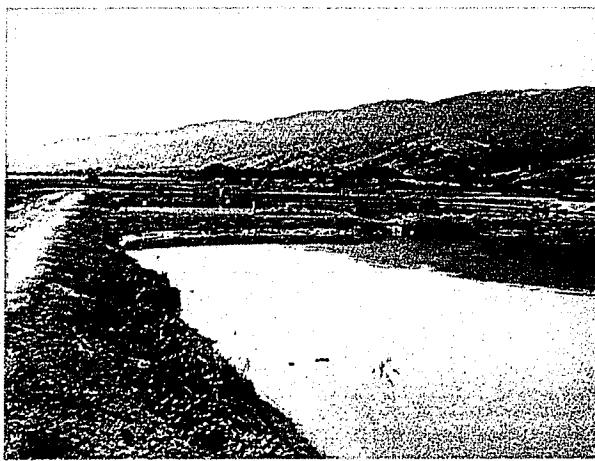
The Chualar Waste Water Treatment Plant and Pump Station Improvement Project is a \$1M program, of which \$800,000 has been completed, necessary to replace obsolete appurtenances of the waste water system in order to stay in compliance with the Regional Water Quality Control Board (RWQCB) Water Discharge Requirements (WDR). Chualar Waste Water Treatment Plant and Pump Station Project identifies a portion of the rehabilitation proposed for funding through CDBG.

Proposed CDBG funded rehabilitation of the waste water treatment plant consists of replacing piping and valves, and rehabilitation of the pump station consists of replacing the wet well opening cover with a new cover that meets safety standards and allows unimpeded removal of pumps.

The Chualar Waste Water Treatment Plant and Pump Station Improvement Project also consists of previously funded rehabilitation work—upgrades to the wet well pump system (\$50,000; 3/2012), and rehabilitation of the force main (\$500,000; 8/2012 to 2/2013), as well as the following project that will be implemented as funding (\$300,000) is available – Pump Station Rehabilitation to replace the electrical and pump control facilities, and installation of a SCADA System, an emergency backup generator, and security fencing.

The waste water treatment plant serves residents of Chualar, California which is located in the unincorporated area of Central Monterey County approximately 10 miles southeast of Salinas. The population was 1,444 at the 2000 Census. As of the Census of 2000 there were 279 households with a median income of \$43,125 per household.

Chualar is in Census Tract 010802, Block Group 1 (See attached Area of Benefit Map). 805 or 55.1% of the total 1462 residents residing within the Chualar Census tracts are classified as Low/Moderate Income (Source: U.S Census Bureau, Census 2000). There were 279 households with the median household income of \$43,125 and the median age of 23.0. (Source: U.S Census Bureau, Profile of General Demographic Characteristics, Census 2000, see attached). Unemployment rate for the Chualar CDP is 23.4% (Source: State of California Employment Development Department, Monthly Labor Force Data for Cities and Designated census Places (CDP), October 2012, see attached)



## 2. PERFORMANCE MEASUREMENTS / OUTCOMES

The three program performance **outcome** categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). **Please check only one box on this page that best applies to your project's outcomes and objectives.**

## **Outcome 1. Availability/Accessibility**

This outcome applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to extremely low-, very low- and low/moderate-income people, including persons with disabilities.

### **Objective:**

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

## **Outcome 2. Affordability**

This outcome applies to proposals which provide affordability in a variety of ways in the lives of extremely low-, very low- and low/moderate-income people.

### **Objective:**

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

## **Outcome 3. Sustainability/Promoting Livable or Viable Communities**

This outcome applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally extremely low-, very low- and low/moderate-income people or by removing or eliminating slums or blighted areas.

### **Objective:**

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

If this is a new project, describe how you will reach out to these beneficiaries?

N/A

How will people or conditions in the community change as a result of what you do?

*The waste water system serving the community of Chualar consists of a gravity sewer that flows to a pump station in the middle of town at the northeast corner of Grant Street and Main Street. The pump station has two (2) submersible pumps in a wet well that are controlled by electrical and pump controls. The pump station is 27 years old and has exceeded its design life. It has a recent history of frequent electrical and pump control failures that create emergency conditions that present a health and safety danger for the community. The pump station transmits the sewage through a 11,000 foot six inch (6") diameter force main to the waste water treatment plant (WWTP) west of town.*

*The WWTP serving the community of Chualar is a very simple, cost effective aerobic digestion, infiltration/evapotranspiration pond system. There are four ponds used for the primary aerobic digestion, and one final, effluent pond. Sewage is directed to the ponds and distributed between the ponds by a network of pipes and shut-off valves. In order to meet the Waste Discharge Requirements (WDR) established by the Regional Water Quality Control Board (RWQCB), the network of pipes and shut-off valves needs to be rehabilitated. If the WWTP is not rehabilitated, the simple pond system could become degraded to the point that the effluent creates a negative impact on surrounding agricultural industry, and the health of the Salinas River, and ultimately the Monterey Bay National Marine Sanctuary.*

How will you measure the effectiveness or impact of your project in meeting the needs of the persons assisted with these HUD funds?

*The project will be successful most importantly if the effluent continues to meet WDR requirements without any sanitary sewer overflows (SSO's). In more measurable terms, the effectiveness of the project will be measured by the ability to resume normal rotation of the influent between the primary, aerobic digestion ponds. When the sanitary sewer system rehabilitation program is fully implemented, there will also be a decreased number of equipment failures and emergency call outs related to the pump station.*

### **3. COST**

As required by the Federal Office of Management and Budget (OMB) and HUD, describe how the overall project budget is cost effective and reasonable for the anticipated result.

*The overall project is cost effective and reasonable in large part because preventive maintenance is more cost effective and reasonable than emergency repairs and the potential environmental and financial impact of a failed WWTP.*

*The County intends to use a stepped approach for the project for the construction process. The first step is to add isolation valves that were not included in the previous emergency reconstruction of the WWTP's following the floods of 1998. The ability to isolate individual ponds and the flow through the system, will allow for additional condition assessment resulting in more focused rehabilitation rather than assuming the worst case scenario. The bid items will be created using quantifiable units of work (vs. lump sum items) and additive alternates to account for changes in quantities of work resulting from the additional condition assessment.*

### **4. TIMELINESS/PROJECT READINESS**

Identify the person(s) responsible for overall program administration and financial management of the activity. Indicate how many years of experience they have managing CDBG or other HUD programs.

*The Department of Public Works (DPW) Environmental Services Division (ESD) staff will be primarily responsible for project management. Dirk J. Medema, Environmental Services Manager as Project Manager for the project will be responsible for overall program administration and financial management of the project with assistance by Ed Muniz, Management Analyst. Dirk J. Medema and Ed Muniz will coordinate and monitor all project activities ensuring the completion of the project within budget and on schedule.*

*Dirk Medema and Ed Muniz have 10 years experience administering CDBG funds, having recently managed the award winning San Jerardo Water Improvements Project. In addition to managing the planning and design phase of the San Jerardo project, Edward Muniz also administered two (2) projects for the construction of waste water collection systems for the Boronda community (Boronda County Sanitation District), and the Bay Hills community. The latter is now a part of the Pajaro County Sanitation District. These two projects were funded with CDBG funds as well as other funding sources. In addition to these the County of Monterey Department of Public Works (DPW) projects, Edward Muniz has also managed five (5) other CDBG financed public works projects; three (3) projects for other departments within Monterey County, and two (2) projects with the City of Soledad.*

*The DPW Project Development (PD) staff will assist the Project Manager with all of the CDBG grant administration requirements. The PD staff has over 20 years experience in the administration and financial management of local, state and federal grants that include, but are not limited to, CDBG grants, HOME Program, Department of Transportation, and most recently the Department of Energy's (DOE) Federal Stimulus, Energy Efficiency Block Grant Program (EECBG).*

Identify all other persons involved in the delivery of services for this activity, noting whether these positions are current or pending this award.

Other Staff	Position	Department	Status
Patricia A. Lopez	Management Analyst III	DPW PD	Current
Ogarita Carranza	Management Analyst II	DPW PD	Current
Florence Kabwasa-Green	Management Analyst II	DPW PD	Current
Paul H. Greenway	Assistant Director of Public Works	DPW PD	Current
Rocio Quezada	Senior Secretary	DPW PD	Current
Enrique Saavedra	Senior Civil Engineer, Construction	DPW PD	Current
Billy Issa	Construction Inspector	DPW PD	Current
Dirk J. Medema	Environmental Services Manager	DPW Env. Svcs.	Current
Ed Muniz	Management Analyst II	DPW Env. Svcs.	Current
TBD - Consultant	Davis Bacon Compliance		Pending Award

Discuss the timeline for the project including dates for start and completion and other significant stages such as hiring staff or securing a site, as applicable to your project. Indicate if this project is ongoing in nature.

Task	Start	Finish	Status
Design	7/1/13	9/1/13	Complete
Environmental	NA		
Right-of-Way/Utilities	NA		
Construction	2/17/14	6/30/14	

## 5. MANAGEMENT AND PAST EXPERIENCE

Describe your organization's experience. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

*The Department of Public Works has received CDBG funds from the County of Monterey Economic Development Department, formerly the Redevelopment and Housing Department, and the California Department of Housing and Community Development (HCD) for the San Jerardo Cooperative Water System Improvement project.*

*The County of Monterey, Department of Public Works, Project Development Division is responsible for securing and administrating grants as well as providing project management support for capital projects. Project Development staff have over 20 years experience administering both state and federal grant awards including various Department of Transportation grants, CDBG grants, and most recently the Department of Energy's (DOE), Energy Efficiency Block Grant Program (EECBG) (December, 2010 through December, 2013).*

## 6. COLLABORATION

Identify any other agencies/partners in this activity and define the roles and responsibilities of these partners.

*The County of Monterey Department of Public Works, Environmental Services Section is entering into a cooperative operator agreement with the County of Monterey Parks Department to comply with operational responsibilities of the WDR. Included in the cooperative operator agreement will be increased review of the standard operating procedures compared to the previous procedures.*

performed by an outside vendor/operator.

If you have no collaborative partners explain how you propose to coordinate your services with other community agencies in order to leverage resources.

## 7. PROPERTY INFORMATION

Complete applicable items for all public facility and infrastructure projects (including acquisition, rehabilitation, and demolition).

Who (agency name) is the legal owner of the property?

*County of Monterey*

If you are pursuing site control, please present the timeline to obtain firm site control.

Who (agency name) will be the final owner of the property?

*County of Monterey*

Square footage of proposed building or building addition: *NA*

Square footage of construction site parcel:

*9.3 acres of 11.6 acre site.*

Length of improvements if street, water, or sewer project:

*1,000' of piping.*

Service capacity of existing facility:

*100,000 gallons per day.*

Improved capacity of the facility: *N/A*

Age of structure: N/A Historic status: N/A

## 8. FAIR LABOR STANDARDS ACT COMPLIANCE

Construction projects over \$2,000 are subject to Davis-Bacon Prevailing Wage reporting regulations. If applicable to your project, answer the following questions:

Who (person) will administer your Davis-Bacon compliance? *Consultant to be hired*

Prior Related Experience: *TBD*

Phone number: *831-755-4878*

Fax Number: *831-755-4958*

E-mail Address: *munize@co.monterey.ca.us*

**9. IMPLEMENTATION SCHEDULE** - Attach a separate page if necessary.

Major Milestones	Month/Year to Begin	Month/Year to End
Preliminary Design		Complete
60% Design	7/1/13	7/25/13
90% Design	7/26/13	8/15/13
Final	8/16/13	8/30/13
Advertise	9/30/13	10/30/13
Review Bids	10/31/13	11/15/13
Award Contract	11/16/13	1/14/14
Construction	2/17/14	6/30/14

**10. GEOGRAPHIC BOUNDARIES**

Describe the geographic boundaries and census tracts of the neighborhood, community, or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed. **Attach a map.**

*The Chualar Waste Water Treatment Plant is located on Chualar Dump Road two miles west of the community of Chualar, Monterey County Assessor's Parcel Number (APN) 269-031-010. The service area is in the Chualar Census Designated Place (CDP) in Census Tract 010802, Block Group 1. See attached Area of Benefit Map.*

**11. MAINTENANCE AND OPERATIONS BUDGET**

All capital improvements or facilities projects will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. Only applicants requesting funding for proposals for CONSTRUCTION must complete this section.

**Who** (agency name) will be responsible for the ongoing maintenance and operations of the facility?

County of Monterey, Department of Public Works, Environmental Services Division. See M & O Table

**Attach the proposed maintenance and operations budget** reflecting both expenditures and revenue (sources and amounts) for a Five-Year service period. HUD program income is the income generated by the use of the facility, less the operating costs associated with generating the income. The County considers utilities, maintenance and general facility maintenance to be operating costs that should be subtracted from revenue to determine program income. A copy of the County of Monterey's Program Income Reuse Policy and Procedures may be requested by sending an e-mail to the County.

An authorized person representing the responsible organization must sign the certification on the next page.

## Certification of Maintenance and Operations Budget

The governing body of County of Monterey (insert agency name) a Public, Quasi-Public, or Non-Profit entity, has the financial capacity and is willing to assume the maintenance and operation responsibility and costs associated with the indicated Community Development project. This body has reviewed the proposed operation and maintenance budget stated above and to the best of its ability has determined this budget to be a true and accurate estimate of the annual maintenance and operation costs for the proposed budget.

The following is the name and address of the entity which is proposed to provide maintenance and operation services for the proposed project:

Full Name: County of Monterey, Department of Public Works, Environmental Services Division

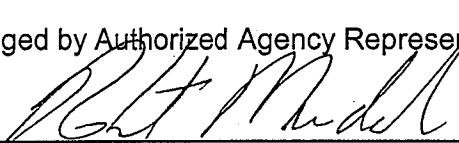
Street Address: 168 W. Alisal Street, 2<sup>nd</sup> Floor

City, State, Zip Code: Salinas, CA 93901

It is understood that without a commitment for maintenance and operation, the indicated project may not be considered for funding under the Community Development Block Grant Program. Should this project be funded, a formal Maintenance and Operations Contract between the County and entity providing maintenance and operations services shall be written and signed before any funds can be released.

Please note that Community Development Block Grant Funds may not be utilized for ongoing maintenance and operation costs of capital improvements/facilities.

Acknowledged by Authorized Agency Representative:



Title of Authorized Agency Representative: Public Works Director

Date Certification Signed: 12/21/12

### **C. HUD REQUIRED BENEFICIARY INFORMATION**

#### **1. Income Eligibility** – Indicate how your organization verifies income eligibility of clients.

**\*Be sure to provide the documentation indicated for your selection(s)\***

<p><b>Area of Benefit.</b> Project service area has been identified and determined to be statistically low/mod-income based on the 2000 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low/mod-income percentage. (Refer to Census Block Group data provided with the Application Instruction.)</p> <p><u>Attach a map.*</u></p>	<p><i>Tract 010802, Block Group 1 &amp; 2. See attached Area of Benefit Map</i></p>
<p><b>Income Certification.</b> Clients independently "income-certify" on a membership form, intake form, etc. If you use this method, please <u>attach blank "intake" form.</u> *</p>	
<p><b>Client Document Review.</b> Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff.</p> <p>If you use this method, please <u>attach worksheet.</u>*</p>	
<p><b>Presumed Beneficiaries.</b> Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS.</p> <p><u>If you use this method, please indicate which group.</u>*</p>	
<p><b>Other.</b> Survey, other documentation (required documentation for other governmental programs, etc.).</p> <p><u>Please explain on a separate page.</u>*</p>	

Note: HUD has not yet released new Low/Mod Income data using 2010 Census. Jurisdictions are instructed to use the existing 2000 Census data.

#### **2. Race and Ethnicity** – The Federal Office of Management and Budget (OMB) required implementation by December 31, 2002, of the data collection standards for federal grant recipients as described in the instructions.

#### **PROVIDE A COPY OF YOUR PROGRAM'S "ELIGIBILITY" (CLIENT INTAKE) FORM.**

*See attached U.S. Census Bureau Profile of General Demographic Characteristics, Census 2000 indicating Race and Ethnicity.*

### 3. Location of Beneficiaries

Indicate the beneficiaries to be served according to the geographic area to be covered.

Information Requested (For Beneficiaries, indicate "P" for persons or "H" for households)	Total Number of Beneficiaries Estimated to be Served <b>FY 2013-14</b>	Low/Mod Income Beneficiaries Estimated to be Served <b>FY 2013-14</b>
Gonzales		
Del Rey Oaks		
Unincorporated Area	1462 (P)	805 (P)
<b>TOTAL</b>	<b>1462 (P)</b>	<b>805(P)</b>

Please indicate the source of your information.

*Source: U.S Census Bureau 2000, Census Tract 010802, Block Group 1;  
County of Monterey 2013-14 CDBG Public Facility/Infrastructure Proposal Instructions, Appendix A.*

Answer the following questions, or indicate N/A, about the beneficiaries of this Project

- a. Number of persons with access to a **new** facility or infrastructure that did not previously exist or was not available for this new purpose. *N/A*
- b. Number of persons with access to an **improved** or expanded facility or infrastructure. *1462*
- c. Number of beds created in overnight shelter or other emergency housing. *N/A*

**D. ORGANIZATIONAL CAPACITY N/A**

This section is to be completed by all non-governmental applicants.

**HUD Grant Experience** for the past **three** years.

HUD Grant Program	Purpose of Grant	Date(s) Obtained	Funding Amount

**Fiscal Year and Audit Reports**

(Attach one copy of your Agency's most recent financial and audit reports.)

What is your agency's fiscal year?	
Date of your organization's most recently completed audit. (Month/Year)	
What fiscal year did this most recent audit include? (Month/Year - Month/Year)	
Was this audit conducted in compliance with the Single Audit Act? (Yes or No)	
Are there any outstanding audit findings which remain unresolved? <b>If yes, please attach explanation.</b>	

**Financial Management** - Refer to the Application Instructions for a list of mandatory federal requirements for management of CDBG funds.

**Organizational Structure**

<b>Documents to Be Attached by Non-Profit and For-Profit Organizations</b>	
Articles of Incorporation and Bylaws	
Organization Chart	
List of the Board of Directors	
Non-Profit Determination letters from the Federal Internal Revenue Service and the State Franchise Tax Board (Form 501 (c) 3)	

**Insurance Documentation** - All applicants, except County of Monterey Agencies, must submit a copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.) **with this application**. If funded, an updated insurance policy will be required with the County of Monterey listed as "additionally insured."

Is this a "faith-based" organization? \* Yes or No

\*Generally, a faith-based organization was founded or is inspired by faith or religion.

## **E. DEVELOPMENT BUDGET /LEVERAGING**

Projects that receive an award of CDBG funding are often awarded less than the amount originally requested. Discuss below whether your proposed activity could be undertaken with a reduced commitment of funding and, if so, highlight how that would affect the scope of services you are proposing.

*The proposed project could be implemented with reduced funding for a smaller portion of the construction.*

Identify sources of leveraged funding, including in-kind match, for this activity in the Tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, in-kind amount for volunteers, staff time, etc.).

### **1. Current Year Project Funding**

Submit TABLE I - Public Facility/Infrastructure Project FY 2012-13 Adopted Budget Form to provide details specific to a related project from fiscal year 2012-2013 ONLY; NOT the budget for your entire Agency or program. A copy of this file is included at the end of this section. The **Excel File** is available on the Community Development website. If you are requesting funds for a new project, write "New Project" in the space provided for Project in Table I.

N/A

### **2. Anticipated Project Funding**

Submit TABLE II - Public Facility/Infrastructure Project FY 2013-14 Proposed Budget Form to provide detail specific to this project ONLY; NOT the budget for your entire Agency or program.

*See Attached Table II.*

Describe other funding identified for this project and when it will be secured. Indicate the staff person able to answer questions regarding this budget in the space provided for **Budget Estimator**. A copy of this file is included at the end of this section and the **Excel File** is available on the Community Development website.

**Briefly describe what this grant will pay for in the text box at the bottom of TABLE II.**

### **3. Project Pro Forma**

Attach a project pro forma for construction. If not yet available, please provide ASAP; project will not be considered for approval until it has been received.

*See Attached Pro Forma.*

F. PRELIMINARY ENVIRONMENTAL REVIEW

**Project Information**

Project Name	<i>Chualar Waste Water Treatment Plant and Pump Station Improvement Project</i>
Assessor's Parcel Number of Project Site. Please provide a Legal Description and location map and attach them to this application.	APN: 269-031-010-000 <i>See attached legal description and location map.</i>
Parcel Size	11.6 acres
Project Type (Check all that apply)	<input type="checkbox"/> New Construction <input type="checkbox"/> Acquisition <input checked="" type="checkbox"/> Rehabilitation <input type="checkbox"/> Other
Has this project previously received NEPA environmental clearance? If yes, attach a copy of the Environmental Review.	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one) Year clearance completed _____

**Historic Preservation**

Note the year that <u>each</u> of the structure(s) on the parcel was constructed.	N/A
Are any of the structures designated or eligible for listing on the National Register or Historic Places?	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one)
Please indicate how these structures are currently used (i.e., real estate office, residential apartment, etc.).	N/A
Are any of the structures considered of local historic significance? If yes, cite the source.	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one)
If any of the structures have been remodeled, please note when the remodeling occurred and which portions of the building were impacted.	N/A

## Local Land Use Review

What is the local land use authority for this site? (City or unincorporated County)	<i>Unincorporated County of Monterey</i>
What is the zoning for this parcel? (Contact the local Planning Department)	<i>Public Quasi Public (PQP)</i>
Is the project's land use consistent with the zoning designation?	<u>Yes</u> No   Unknown   (Please circle one)
What is the General Plan and/or Area Plan Designation? (Contact the local Planning Depart.)	<i>Central Salinas Valley Area Plan</i>
Is the project's land use consistent with the General Plan and/or Area Plan Designation?	<u>Yes</u> No   Unknown   (Please circle one)
Please list the local permits required to approve the proposed project (e.g. site approval/conditional use permit, planned development permit, etc.).	<i>None</i>
Have the listed permit applications been initiated? Please note the status of any required permit applications.	<i>N/A</i>
Has a CEQA environmental document already been prepared for this project by the local Planning Department or is this review in process? If completed, what was the determination (i.e., MND, ND, EIR, etc.)?	<i>No</i>
Has a NEPA review or an Environmental Assessment for this project already been completed or is this review in process by another agency?	<i>No</i>

## Environmental Compliance Checklist

<p>Please describe the project site, the existing or proposed structures, and the existing land use. Submit one or more photos of the existing site (one set of photos with original application).</p>	<p><i>Waste water treatment plant consisting of 5 ponds. (See attached pictures)</i></p>
<p>Has a Phase I Site Assessment Report been completed for this project?</p>	<p>Yes <b>No</b> Unknown (Please circle one)</p>
<p>Has an Archaeological Phase I Survey been completed for this site?</p>	<p>Yes <b>No</b> Unknown (Please circle one)</p>
<p>Is the Project located near areas where flammable, explosive, or toxic chemicals are stored or transported? If so, describe.</p>	<p><b>No</b></p>
<p>Please note the land uses surrounding the proposed project site.</p>	<p><i>Agriculture</i></p>
<p>Is the project site within line-of-sight of an arterial roadway or railway? List the name of the road/railroad and the distance to the nearest proposed structure(s) on the site.</p>	<p><b>No</b></p>
<p>Will this project create noise sensitive uses? For instance, is this a new residential project that will house families? If so, have noise attenuation measures been incorporated into the proposed project?</p>	<p><b>No</b></p>
<p>Is the project site located on existing or previously cultivated farmland?</p>	<p><b>No</b></p>
<p>Is the project site in either a 100-year or 500-year floodplain? If so, please describe. (Contact the local Public Works Department for the site's flood zone designation)</p>	<p><i>Yes, the project site is in the 100-year floodplain.</i></p>
<p>Is the project located in or near a wetlands area?</p>	<p><i>Unknown: TBD</i></p>
<p>Approximately how far is the project site from the nearest airport?</p>	<p><i>Approximately 10 miles</i></p>

## Additional Questions for Rehabilitation of Existing Structures

Describe the rehabilitation activities in detail. Will the existing structure(s) be expanded? Will rehabilitation impact any external elements of the building(s)? To what extent will demolition of existing building structures or elements play a role in the rehabilitation?	<i>Rehabilitate the waste water treatment plant by replacing piping and valves, rehabilitate the pump station by replacing replace the wet well opening cover with a new cover that meets current safety standards and allows unimpeded removal of pumps.</i>
Have the structure(s) been tested for asbestos, mold, or lead-based paint? If so, will the proposed rehabilitation disturb these substances?	N/A

## **G. AGENCY CERTIFICATIONS**

The following certification **must** be completed and signed by an authorized agency representative to be further considered for HUD program funding.

The undersigned agency hereby certifies that:

- a. The information contained herein and in the attached is complete and accurate. No material information has been omitted, including financial information.

[U.S. Code, Title 31, Section 3729, False Claims, provides a civil penalty of not less than \$5,000 and not more than \$10,000, plus 3 times the amount of damages for any person who knowingly presents, or causes to be presented, a false or fraudulent claim; or who knowingly makes, or causes to be used, a false record or statement; or conspires to defraud the Government by getting a false or fraudulent claim allowed or paid. HUD will prosecute false claims and statements and conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)].

- b. The agency certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency.
- c. The agency shall comply with all federal and County policies and requirements applicable to the CDBG program as appropriate for the funding if received.
- d. The federal assistance made available through the CDBG program funding is not being utilized to substantially reduce the prior levels of local financial support for community development activities.
- e. If CDBG funds are approved for a facility:
  - i. The agency shall maintain and operate the facility for its approved use for a period of not less than 5 years, unless given specific approval from HUD to do otherwise;
  - ii. To the best of our knowledge, sufficient funds will be available to complete the project as proposed; and
  - iii. To the best of our knowledge, sufficient funds will be available to operate the project for 5 years.

<i>County of Monterey</i>	
Name of Agency	
<i>Robert K. Murdoch, P.E., Director of Public Works</i>	
Typed Name and Title of Agency Official	
<i>Robert K. Murdoch</i>	<i>12/21/12</i>
Agency Official's Signature	Date of Signature
831-755-4800	<u><i>murdochr@co.monterey.ca.us</i></u>
Telephone Number of Agency Official	e-Mail Address of Agency Official

**CDBG PROGRAM**  
**Project Proposal Checklist**  
**Program Year 2013-14**

Organization: County of Monterey Project: Chualar Waste Water Treatment Plant and Pump Station Improvement Project

Items to include for this application:

Application Information / Documentation CDBG Public Facility / Infrastructure Application		
	Check if Included	
A	X	Application – Original and three ten copies
B	X	Application – in Word format sent on CD
C	N/A	Table I – Public Facility / Infrastructure Adopted Budget for FY 2012-13
D	X	Table II – Public Facility / Infrastructure Proposed Budget for FY 2013-14
E	X	Project Pro Forma
F	X	Evidence of Insurance Coverage
G	X	Program Intake Policies and Procedures and Privacy Notice (See attached U.S. Census Bureau, Profile of General Demographic Characteristics, Census 2000)

Items to include for each organization (Do not duplicate for each application.):

Organizational Information / Documentation		
	Check if Included with this Application	Indicate with which Application Item is Included
A	N/A	Most Recent Audited Financial Statement
B	N/A	List of Board of Directors and Affiliations
C	N/A	Organizational Chart

**PLEASE INCLUDE A COPY OF THIS CHECKLIST WITH YOUR ORIGINAL APPLICATION.**

**TABLE II - PUBLIC FACILITY / INFRASTRUCTURE PROJECT FY 2013-14 PROPOSED BUDGET**

**Applicant:** County of Monterey, Department of Public Works  
**Project:** Chualar Waste Water Treatment Plant and Pump Station Improvement Project

**Revenue**

	(Specify Source)	Amount	Status*
Source 1:	CDBG	\$ 200,000	N
Source 2:	CSA 75 Fund	5,500	C
Source 3:			
Source 4:			
Source 5:			
<b>Total Revenue</b>		<b>\$ 205,500</b>	

**Status\*:**

C = Committed Funds

P = Funds that have been applied for and decision is pending

N = Funds that have not yet been requested

**Expenses \*\***

Category	\$ Amount
Personnel Wages/Benefits	
Site Acquisition (Including real estate, closing costs, escrow costs, etc.)	
Architectural and Engineering Services	22,000
Pre-Construction Costs (appraisal, fees, studies, permits, etc.)	3,500
Off-Site Development Costs (Utilities, roads, access. Please specify):	
Site Preparation Costs (not included in construction contract)	
Construction Labor & Materials (Including Davis-Bacon compliance)	100,000
Other Costs (Please specify):	
Construction Administration	20,000
Project Management	10,000
Grant Management	10,000
Construction Contingency	20,000
Program Contingency	20,000
<b>Total Expenses</b>	<b>\$ 205,500</b>

**Budget Estimator:**

Name: Dirk Medema

Title: Civil Engineer

Phone: 831-784-5647

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

**Briefly describe what this grant will pay for in the text box below:**

CDBG funds will be used for construction, project management and grant management.

**County of Monterey, Department of Public Works**  
**Chualar Waste Water Treatment Plant and Pump Station Improvement Project**  
**Pro Forma - Preliminary Program Budget**

	Qnty	Unit	Unit \$	Subtotal	Comments	Funding Source
<b>Construction/Implementation</b>						
<b>Preliminary Investigation</b>						
1. Inlet Header Investigation	700	LF	\$5	\$3,500	Prior to final design.	CSA 75
<b>Waste Water Treatment Facility</b>						
2. Inlet Header Piping	200	LF	\$100	\$20,000		
3. Inlet Header Isolation Valves	3	EA	\$4,000	\$12,000		
4. Inlet Structure at Ponds	6	EA	\$4,500	\$27,000		
5. Interpond Connect Structures	5	EA	\$5,000	\$25,000		
<b>Pump Station</b>						
6. Wet Well Cover Rehabilitation	1	LS	\$16,000	\$16,000		
<b>Construction Subtotal</b>					<b>\$100,000</b>	CDBG
<b>Construction Contingency</b>					<b>\$20,000</b>	CDBG
<b>Direct Project Administration Costs</b>					<b>\$20,000</b>	CDBG
Project Management	10%		\$10,000			
Grant Management	10%		\$10,000			
<b>Engineering &amp; Design</b>					<b>\$22,000</b>	
Preliminary Engineering	2%		\$2,000		Prelim engineering is complete.	CSA 75 & CDBG
Final Engineering	20%		\$20,000			
<b>Construction Administration</b>					<b>\$20,000</b>	CDBG
Monitoring and Materials Testing	5%		\$5,000			
Construction Manager	10%		\$10,000			
Construction Inspector	5%		\$5,000			
<b>Program Contingency</b>					<b>\$20,000</b>	CDBG
<b>Grand Total</b>					<b>\$205,500</b>	

**County of Monterey, Department of Public Works**  
**Chualar Waste Water Treatment Plant and Pump Station Improvement Project**  
**Proposed Five-Year Maintenance and Operations Budget**  
**Fiscal Years 2013-2014 through 2017-2018**

**Department: Public Works**

Project Name: <u>Chualar - Waste Water Treatment Plant and Pump Station Improvement</u>	Project #: <u>8388340</u>
Dept. Category: <u>Roads &amp; Utilities</u>	Contact Name/Phone #: <u>Dirk J. Medema, P.E.</u>
Type: <u>Sewer</u>	Criteria: <u>Critical Health &amp; Safety</u>
Provider: <u>To Be Determined</u>	Useful Life: <u>20 years</u>
Project Status: <u>Partially Funded</u>	

**Project Description:** current safety standards and allows unimpeded removal of pumps. Rehabilitate Pump Station by replacing the wet well opening cover with a new cover that meets

Annual Operating & Maintenance Cost	Fund	2013-14	Year 1	Year 2	Year 3	Year 4	Year 5	Five-Year Total	Future Years	Total Project
		2014-15	2015-16	2016-17	2017-18					
Personnel	\$ 50,100	\$ 75,150	\$ 75,150	\$ 75,150	\$ 75,150	\$ 75,150	\$ 350,700	\$ -	\$ 350,700	
Utilities	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 45,000	\$ -	\$ 45,000	
Maintenance	\$ 68,690	\$ 103,035	\$ 103,035	\$ 103,035	\$ 103,035	\$ 103,035	\$ 480,830	\$ -	\$ 480,830	
Other	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100	\$ 30,500	\$ -	\$ 30,500	
<b>Total Annual Operating &amp; Maintenance Cost</b>	<b>\$ 133,890</b>	<b>\$ 193,285</b>	<b>\$ 907,030</b>	<b>\$ -</b>	<b>\$ 907,030</b>					

## APPENDIX C: INSURANCE REQUIREMENTS

The following Insurance Requirements are for Contract that "Do Not Exceed" \$100,000:

### 9.0 INSURANCE REQUIREMENTS.

#### 9.01 Evidence of Coverage:

Prior to commencement of this Agreement, the Contractor shall provide a "Certificate of insurance" certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Department unless otherwise directed. The Contractor shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and the County has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

#### 9.02 Qualifying Insurers:

All coverage's, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Manager.

#### 9.03 Insurance Coverage Requirements: Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

Business Automobile Liability Insurance, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$500,000 per occurrence.

*(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Workers' Compensation Insurance** If CONTRACTOR employs others in the performance of this Agreement in accordance with California Labor Code section 3700 and with Employer's liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

*(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Professional Liability Insurance** if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

*(Note: any proposed modifications to these insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

#### **9.04 Other Requirements:**

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of

three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10-11-85 or CG 20 10-10-01 in tandem with CG 20 37-10-01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48-02-99.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.

CONTRACTOR shall at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

## 10.0 RECORDS AND CONFIDENTIALITY

10.01 Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by

## APPENDIX C: INSURANCE REQUIREMENTS – *Continued*

**The following Monterey County Insurance Requirements are for Contracts that “Exceed” \$100,000:**

### **9.0 INSURANCE REQUIREMENTS**

#### **9.01 Evidence of Coverage:**

Prior to commencement of this Agreement, the Contractor shall provide a “Certificate of Insurance”, certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County’s Contracts/Purchasing Department, unless otherwise directed. The Contractor shall not receive a “Notice to Proceed” with the work under this Agreement until it has obtained all insurance required and the County has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

#### **9.02 Qualifying Insurers:**

All coverage’s, except surety, shall be issued by companies which hold a current policy holder’s alphabetic and financial size category rating of not less than A- VII, according to the current Best’s Key Rating Guide or a company of equal financial stability that is approved by the County’s Purchasing Manager.

#### **9.03 Insurance Coverage Requirements:** Without limiting CONTRACTOR’s duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

**Commercial General Liability Insurance**, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

Business Automobile Liability Insurance, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

Workers' Compensation Insurance, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

*(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

Professional Liability Insurance, if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

*(Note: any proposed modifications to these insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10-11-85 or CG 20 10 10 01 in tandem with CG 20 37 10 01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48 02 99.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.

CONTRACTOR shall at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

**Table DP-1. Profile of General Demographic Characteristics: 2000**

Geographic Area: Chualar CDP, California

[For information on confidentiality protection, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
Total population.....	1,444	100.0	HISPANIC OR LATINO AND RACE		
SEX AND AGE			Total population.....	1,444	100.0
Male.....	774	53.6	Hispanic or Latino (of any race).....	1,351	93.6
Female.....	670	46.4	Mexican.....	1,213	84.0
Under 5 years.....	162	11.2	Puerto Rican.....	2	0.1
5 to 9 years.....	180	12.5	Cuban.....	1	0.1
10 to 14 years.....	139	9.6	Other Hispanic or Latino.....	135	9.3
15 to 19 years.....	139	9.6	Not Hispanic or Latino.....	93	6.4
20 to 24 years.....	164	11.4	White alone.....	39	2.7
25 to 34 years.....	249	17.2	RELATIONSHIP		
35 to 44 years.....	187	13.0	Total population.....	1,444	100.0
45 to 54 years.....	116	8.0	In households.....	1,444	100.0
55 to 59 years.....	41	2.8	Householder.....	279	19.3
60 to 64 years.....	16	1.1	Spouse.....	216	15.0
65 to 74 years.....	30	2.1	Child.....	647	44.8
75 to 84 years.....	15	1.0	Own child under 18 years.....	485	33.6
85 years and over.....	6	0.4	Other relatives.....	243	16.8
Median age (years).....	23.0	(X)	Under 18 years.....	78	5.4
18 years and over.....	875	60.6	Nonrelatives.....	59	4.1
Male.....	469	32.5	Unmarried partner.....	7	0.5
Female.....	406	28.1	In group quarters.....	-	-
21 years and over.....	780	54.0	Institutionalized population.....	-	-
62 years and over.....	59	4.1	Noninstitutionalized population.....	-	-
65 years and over.....	51	3.5	HOUSEHOLD BY TYPE		
Male.....	18	1.2	Total households.....	279	100.0
Female.....	33	2.3	Family households (families).....	262	93.9
RACE			With own children under 18 years.....	198	71.0
One race.....	1,382	95.7	Married-couple family.....	216	77.4
White.....	223	15.4	With own children under 18 years.....	175	62.7
Black or African American.....	6	0.4	Female householder, no husband present.....	33	11.8
American Indian and Alaska Native.....	8	0.6	With own children under 18 years.....	19	6.8
Asian.....	46	3.2	Nonfamily households.....	17	6.1
Asian Indian.....	4	0.3	Householder living alone.....	11	3.9
Chinese.....	-	-	Householder 65 years and over.....	5	1.8
Filipino.....	41	2.8	Households with individuals under 18 years.....	214	76.7
Japanese.....	1	0.1	Households with individuals 65 years and over.....	44	15.8
Korean.....	-	-	Average household size.....	5.18	(X)
Vietnamese.....	-	-	Average family size.....	5.22	(X)
Other Asian <sup>1</sup> .....	-	-	HOUSING OCCUPANCY		
Native Hawaiian and Other Pacific Islander.....	-	-	Total housing units.....	286	100.0
Native Hawaiian.....	-	-	Occupied housing units.....	279	97.6
Guamanian or Chamorro.....	-	-	Vacant housing units.....	7	2.4
Samoan.....	-	-	For seasonal, recreational, or occasional use.....	-	-
Other Pacific Islander <sup>2</sup> .....	-	-	Homeowner vacancy rate (percent).....	-	(X)
Some other race.....	1,099	76.1	Rental vacancy rate (percent).....	2.7	(X)
Two or more races.....	62	4.3	HOUSING TENURE		
Race alone or in combination with one or more other races: <sup>3</sup>			Occupied housing units.....	279	100.0
White.....	268	18.6	Owner-occupied housing units.....	137	49.1
Black or African American.....	12	0.8	Renter-occupied housing units.....	142	50.9
American Indian and Alaska Native.....	16	1.1	Average household size of owner-occupied units.....	5.68	(X)
Asian.....	54	3.7	Average household size of renter-occupied units.....	4.69	(X)
Native Hawaiian and Other Pacific Islander.....	1	0.1			
Some other race.....	1,158	80.2			

- Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup> Other Asian alone, or two or more Asian categories.

<sup>2</sup> Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

<sup>3</sup> In combination with one or more of the other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000.

**Table DP-2. Profile of Selected Social Characteristics: 2000**

Geographic area: Chualar CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>SCHOOL ENROLLMENT</b>			<b>NATIVITY AND PLACE OF BIRTH</b>		
Population 3 years and over enrolled in school.....	525	100.0	Total population.....	1,436	100.0
Nursery school, preschool.....	25	4.8	Native.....	704	49.0
Kindergarten.....	46	8.8	Born in United States.....	693	48.3
Elementary school (grades 1-8).....	263	50.1	State of residence.....	643	44.8
High school (grades 9-12).....	137	26.1	Different state.....	50	3.5
College or graduate school.....	54	10.3	Born outside United States.....	11	0.8
			Foreign born.....	732	51.0
			Entered 1990 to March 2000.....	282	19.6
			Naturalized citizen.....	115	8.0
			Not a citizen.....	617	43.0
<b>EDUCATIONAL ATTAINMENT</b>			<b>REGION OF BIRTH OF FOREIGN BORN</b>		
Population 25 years and over.....	652	100.0	Total (excluding born at sea).....	732	100.0
Less than 9th grade.....	347	53.2	Europe.....	3	0.4
9th to 12th grade, no diploma.....	116	17.8	Asia.....	4	0.5
High school graduate (includes equivalency).....	87	13.3	Africa.....	-	-
Some college, no degree.....	56	8.6	Oceania.....	-	-
Associate degree.....	14	2.1	Latin America.....	725	99.0
Bachelor's degree.....	4	0.6	Northern America.....	-	-
Graduate or professional degree.....	28	4.3			
Percent high school graduate or higher.....	29.0	(X)	<b>LANGUAGE SPOKEN AT HOME</b>		
Percent bachelor's degree or higher.....	4.9	(X)	Population 5 years and over.....	1,281	100.0
			English only.....	222	17.3
<b>MARITAL STATUS</b>			Language other than English.....	1,059	82.7
Population 15 years and over.....	957	100.0	Speak English less than "very well".....	697	54.4
Never married.....	343	35.8	Spanish.....	1,055	82.4
Now married, except separated.....	538	56.2	Speak English less than "very well".....	697	54.4
Separated.....	21	2.2	Other Indo-European languages.....	-	-
Widowed.....	37	3.9	Speak English less than "very well".....	-	-
Female.....	31	3.2	Asian and Pacific Island languages.....	4	0.3
Divorced.....	18	1.9	Speak English less than "very well".....	-	-
Female.....	15	1.6			
<b>GRANDPARENTS AS CAREGIVERS</b>			<b>ANCESTRY (single or multiple)</b>		
Grandparent living in household with one or more own grandchildren under 18 years.....	59	100.0	Total population.....	1,436	100.0
Grandparent responsible for grandchildren.....	13	22.0	Total ancestries reported.....	1,210	84.3
<b>VETERAN STATUS</b>			Arab.....	-	-
Civilian population 18 years and over .....	869	100.0	Czech <sup>1</sup> .....	-	-
Civilian veterans .....	14	1.6	Danish.....	-	-
<b>DISABILITY STATUS OF THE CIVILIAN NONINSTITUTIONALIZED POPULATION</b>			Dutch.....	-	-
Population 5 to 20 years.....	513	100.0	English.....	11	0.8
With a disability .....	23	4.5	French (except Basque) <sup>1</sup> .....	-	-
Population 21 to 64 years.....	721	100.0	French Canadian <sup>1</sup> .....	-	-
With a disability .....	86	11.9	German.....	-	-
Percent employed.....	19.8	(X)	Greek.....	-	-
No disability .....	635	88.1	Hungarian.....	-	-
Percent employed.....	65.5	(X)	Irish <sup>1</sup> .....	-	-
Population 65 years and over.....	47	100.0	Italian.....	3	0.2
With a disability .....	21	44.7	Lithuanian.....	-	-
<b>RESIDENCE IN 1995</b>			Norwegian.....	5	0.3
Population 5 years and over.....	1,281	100.0	Polish.....	-	-
Same house in 1995.....	642	50.1	Portuguese.....	-	-
Different house in the U.S. in 1995.....	548	42.8	Russian.....	-	-
Same county.....	504	39.3	Scotch-Irish.....	4	0.3
Different county.....	44	3.4	Scottish.....	-	-
Same state.....	22	1.7	Slovak.....	-	-
Different state.....	22	1.7	Subsaharan African.....	-	-
Elsewhere in 1995.....	91	7.1	Swedish.....	3	0.2
			Swiss.....	-	-
			Ukrainian.....	-	-
			United States or American.....	9	0.6
			Welsh.....	-	-
			West Indian (excluding Hispanic groups).....	-	-
			Other ancestries .....	1,175	81.8

-Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup>The data represent a combination of two ancestries shown separately in Summary File 3. Czech includes Czechoslovakian. French includes Alsatian. French Canadian includes Acadian/Cajun. Irish includes Celtic.

Source: U.S. Bureau of the Census, Census 2000.

**Table DP-3. Profile of Selected Economic Characteristics: 2000**

Geographic area: Chualar CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>EMPLOYMENT STATUS</b>			<b>INCOME IN 1999</b>		
Population 16 years and over .....	926	100.0	Households .....	271	100.0
In labor force .....	613	66.2	Less than \$10,000 .....	5	1.8
Civilian labor force .....	613	66.2	\$10,000 to \$14,999 .....	13	4.8
Employed .....	478	51.6	\$15,000 to \$24,999 .....	49	18.1
Unemployed .....	135	14.6	\$25,000 to \$34,999 .....	39	14.4
Percent of civilian labor force .....	22.0	(X)	\$35,000 to \$49,999 .....	63	23.2
Armed Forces .....	-	-	\$50,000 to \$74,999 .....	59	21.8
Not in labor force .....	313	33.8	\$75,000 to \$99,999 .....	24	8.9
Females 16 years and over .....	427	100.0	\$100,000 to \$149,999 .....	14	5.2
In labor force .....	231	54.1	\$150,000 to \$199,999 .....	-	-
Civilian labor force .....	231	54.1	\$200,000 or more .....	5	1.8
Employed .....	178	41.7	Median household income (dollars) .....	43,125	(X)
Own children under 6 years .....	191	100.0	With earnings .....	260	95.9
All parents in family in labor force .....	94	49.2	Mean earnings (dollars) <sup>1</sup> .....	51,646	(X)
<b>COMMUTING TO WORK</b>			With Social Security income .....	54	19.9
Workers 16 years and over .....	458	100.0	Mean Social Security income (dollars) <sup>1</sup> .....	7,531	(X)
Car, truck, or van -- drove alone .....	278	60.7	With Supplemental Security Income .....	14	5.2
Car, truck, or van -- carpooled .....	132	28.8	Mean Supplemental Security Income .....	4,429	(X)
Public transportation (including taxicab) .....	8	1.7	With public assistance income .....	11	4.1
Walked .....	6	1.3	Mean public assistance income (dollars) <sup>1</sup> .....	4,545	(X)
Other means .....	31	6.8	With retirement income .....	27	10.0
Worked at home .....	3	0.7	Mean retirement income (dollars) <sup>1</sup> .....	5,996	(X)
Mean travel time to work (minutes) <sup>1</sup> .....	24.4	(X)	<b>Families</b> .....	250	100.0
Employed civilian population 16 years and over .....	478	100.0	Less than \$10,000 .....	5	2.0
<b>OCCUPATION</b>			\$10,000 to \$14,999 .....	13	5.2
Management, professional, and related occupations .....	42	8.8	\$15,000 to \$24,999 .....	47	18.8
Service occupations .....	78	16.3	\$25,000 to \$34,999 .....	33	13.2
Sales and office occupations .....	62	13.0	\$35,000 to \$49,999 .....	50	20.0
Farming, fishing, and forestry occupations .....	168	35.1	\$50,000 to \$74,999 .....	66	26.4
Construction, extraction, and maintenance occupations .....	51	10.7	\$75,000 to \$99,999 .....	18	7.2
Production, transportation, and material moving occupations .....	77	16.1	\$100,000 to \$149,999 .....	13	5.2
<b>INDUSTRY</b>			\$150,000 to \$199,999 .....	-	-
Agriculture, forestry, fishing and hunting, and mining .....	158	33.1	\$200,000 or more .....	5	2.0
Construction .....	16	3.3	Median family income (dollars) .....	40,000	(X)
Manufacturing .....	22	4.6	Per capita income (dollars) <sup>1</sup> .....	10,096	(X)
Wholesale trade .....	67	14.0	<b>Median earnings (dollars):</b>		
Retail trade .....	38	7.9	Male full-time, year-round workers .....	20,667	(X)
Transportation and warehousing, and utilities .....	20	4.2	Female full-time, year-round workers .....	19,643	(X)
Information .....	3	0.6			
Finance, insurance, real estate, and rental and leasing .....	9	1.9			
Professional, scientific, management, adminis- trative, and waste management services .....	25	5.2	<b>POVERTY STATUS IN 1999</b>		
Educational, health and social services .....	69	14.4	<b>Families</b> .....	31	12.4
Arts, entertainment, recreation, accommoda- tion and food services .....	16	3.3	With related children under 18 years .....	31	15.4
Other services (except public administration) .....	23	4.8	With related children under 5 years .....	17	18.5
Public administration .....	12	2.5	<b>Families with female householder, no     husband present</b> .....	4	15.4
<b>CLASS OF WORKER</b>			With related children under 18 years .....	4	20.0
Private wage and salary workers .....	408	85.4	With related children under 5 years .....	4	44.4
Government workers .....	55	11.5	<b>Individuals</b> .....	215	15.0
Self-employed workers in own not incorporated business .....	15	3.1	18 years and over .....	105	12.1
Unpaid family workers .....	-	-	65 years and over .....	4	8.5
			Related children under 18 years .....	106	18.9
			Related children 5 to 17 years .....	77	19.0
			Unrelated individuals 15 years and over .....	25	43.1

-Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup>If the denominator of a mean value or per capita value is less than 30, then that value is calculated using a rounded aggregate in the numerator.

See text.

Source: U.S. Bureau of the Census, Census 2000.

**Table DP-4. Profile of Selected Housing Characteristics: 2000**

Geographic area: Chualar CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>Total housing units.....</b>	<b>284</b>	<b>100.0</b>	<b>OCCUPANTS PER ROOM</b>		
<b>UNITS IN STRUCTURE</b>			<b>Occupied housing units.....</b>	<b>277</b>	<b>100.0</b>
1-unit, detached.....	169	59.5	1.00 or less.....	121	43.7
1-unit, attached.....	32	11.3	1.01 to 1.50.....	50	18.1
2 units.....	5	1.8	1.51 or more.....	106	38.3
3 or 4 units.....	6	2.1			
5 to 9 units.....	8	2.8	<b>Specified owner-occupied units.....</b>	<b>115</b>	<b>100.0</b>
10 to 19 units.....	21	7.4	<b>VALUE</b>		
20 or more units.....	32	11.3	Less than \$50,000.....	4	3.5
Mobile home.....	11	3.9	\$50,000 to \$99,999.....	2	1.7
Boat, RV, van, etc.....	-	-	\$100,000 to \$149,999.....	42	36.5
<b>YEAR STRUCTURE BUILT</b>			\$150,000 to \$199,999.....	58	50.4
1999 to March 2000.....	-	-	\$200,000 to \$299,999.....	3	2.6
1995 to 1998.....	98	34.5	\$300,000 to \$499,999.....	6	5.2
1990 to 1994.....	12	4.2	\$500,000 to \$999,999.....	-	-
1980 to 1989.....	21	7.4	Median (dollars).....	155,300	(X)
1970 to 1979.....	48	16.9			
1960 to 1969.....	56	19.7	<b>MORTGAGE STATUS AND SELECTED</b>		
1940 to 1959.....	45	15.8	<b>MONTHLY OWNER COSTS</b>		
1939 or earlier.....	4	1.4	With a mortgage.....	99	86.1
<b>ROOMS</b>			Less than \$300.....	4	3.5
1 room.....	7	2.5	\$300 to \$499.....	4	3.5
2 rooms.....	31	10.9	\$500 to \$699.....	5	4.3
3 rooms.....	53	18.7	\$700 to \$999.....	16	13.9
4 rooms.....	81	28.5	\$1,000 to \$1,499.....	56	48.7
5 rooms.....	50	17.6	\$1,500 to \$1,999.....	10	8.7
6 rooms.....	42	14.8	\$2,000 or more.....	4	3.5
7 rooms.....	20	7.0	Median (dollars).....	1,177	(X)
8 rooms.....	-	-	Not mortgaged.....	16	13.9
9 or more rooms.....	-	-	Median (dollars).....	271	(X)
Median (rooms).....	4.1	(X)			
<b>Occupied housing units.....</b>	<b>277</b>	<b>100.0</b>	<b>SELECTED MONTHLY OWNER COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME IN 1999</b>		
<b>YEAR HOUSEHOLDER MOVED INTO UNIT</b>			Less than 15.0 percent.....	17	14.8
1999 to March 2000.....	41	14.8	15.0 to 19.9 percent.....	16	13.9
1995 to 1998.....	133	48.0	20.0 to 24.9 percent.....	30	26.1
1990 to 1994.....	44	15.9	25.0 to 29.9 percent.....	15	13.0
1980 to 1989.....	40	14.4	30.0 to 34.9 percent.....	9	7.8
1970 to 1979.....	10	3.6	35.0 percent or more.....	28	24.3
1969 or earlier.....	9	3.2	Not computed.....	-	-
<b>VEHICLES AVAILABLE</b>			<b>Specified renter-occupied units.....</b>	<b>140</b>	<b>100.0</b>
None.....	11	4.0	<b>GROSS RENT</b>		
1.....	53	19.1	Less than \$200.....	2	1.4
2.....	113	40.8	\$200 to \$299.....	-	-
3 or more.....	100	36.1	\$300 to \$499.....	34	24.3
			\$500 to \$749.....	76	54.3
			\$750 to \$999.....	12	8.6
			\$1,000 to \$1,499.....	12	8.6
<b>HOUSE HEATING FUEL</b>			\$1,500 or more.....	4	2.9
Utility gas.....	176	63.5	No cash rent.....	-	-
Bottled, tank, or LP gas.....	5	1.8	Median (dollars).....	595	(X)
Electricity.....	78	28.2			
Fuel oil, kerosene, etc.....	-	-	<b>GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME IN 1999</b>		
Coal or coke.....	-	-	Less than 15.0 percent.....	34	24.3
Wood.....	3	1.1	15.0 to 19.9 percent.....	19	13.6
Solar energy.....	2	0.7	20.0 to 24.9 percent.....	19	13.6
Other fuel.....	-	-	25.0 to 29.9 percent.....	22	15.7
No fuel used.....	13	4.7	30.0 to 34.9 percent.....	9	6.4
			35.0 percent or more.....	37	26.4
			Not computed.....	-	-
<b>SELECTED CHARACTERISTICS</b>					
Lacking complete plumbing facilities.....	-	-			
Lacking complete kitchen facilities.....	2	0.7			
No telephone service.....	5	1.8			

-Represents zero or rounds to zero. (X) Not applicable.

Source: U.S. Bureau of the Census, Census 2000.

State of California  
November 16, 2012  
March 2011 Benchmark

Employment Development Department  
Labor Market Information Division  
<http://www.labormarketinfo.edd.ca.gov>  
(916) 262-2162

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)**  
**October 2012 - Preliminary**  
**Data Not Seasonally Adjusted**

Area Name	Labor Force	Employ-ment	Unemployment Number	Rate	Census Emp	Ratios Unemp
Monterey County	231,300	210,900	20,400	8.8%	1.000000	1.000000
Aromas CDP (Monterey Co)	1,100	1,100	0	3.7%	0.005094	0.002017
Boronda CDP	800	700	100	9.9%	0.003541	0.004035
Bradley CDP	100	100	0	0.0%	0.000559	0.000000
Carmel by the Sea city	2,700	2,600	0	1.5%	0.012423	0.002017
Carmel Valley Village CDP	3,500	3,400	100	3.1%	0.016150	0.005380
Castroville CDP	3,600	3,000	600	17.1%	0.014224	0.030262
Chualar CDP	800	600	200	23.4%	0.002982	0.009415
Del Monte Forest CDP	2,500	2,400	100	2.2%	0.011367	0.002690
Del Rey Oaks city	1,300	1,200	0	2.1%	0.005901	0.001345
Elkhorn CDP	1,100	1,100	100	4.9%	0.005031	0.002690
Gonzales city	4,400	3,600	800	17.2%	0.017268	0.036987
Greenfield city	7,000	6,000	1,000	13.9%	0.028573	0.047747
King City city	6,200	5,300	900	15.0%	0.025033	0.045730
Las Lomas CDP	1,700	1,400	300	19.3%	0.006522	0.016140
Marina city	11,900	11,300	600	5.2%	0.053357	0.030262
Monterey city	18,900	18,200	700	3.9%	0.086279	0.036315
Moss Landing CDP	300	300	100	20.1%	0.001304	0.003362
Pacific Grove city	11,300	11,000	400	3.3%	0.052053	0.018157
Pajaro CDP	1,900	1,700	200	8.8%	0.008137	0.008070
Prunedale CDP	11,600	10,800	700	6.4%	0.051308	0.036315
Salinas city	79,600	69,600	10,000	12.5%	0.330020	0.488231
San Ardo CDP	300	300	100	20.8%	0.001242	0.003362
San Lucas CDP	200	200	0	18.3%	0.000870	0.002017
Sand City city	200	200	0	0.0%	0.000808	0.000000
Seaside city	17,700	16,800	900	5.1%	0.079570	0.044385
Soledad city	6,200	5,500	700	11.3%	0.026026	0.034297
Spreckels CDP	300	300	0	0.0%	0.001491	0.000000

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2000 Census.

**Notes:**

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.

**Methodology:**

### Data Not Seasonally Adjusted

Area Name	Labor	Employ-	Unemployment	Census Ratios	
	Force	ment	Number	Rate	Emp

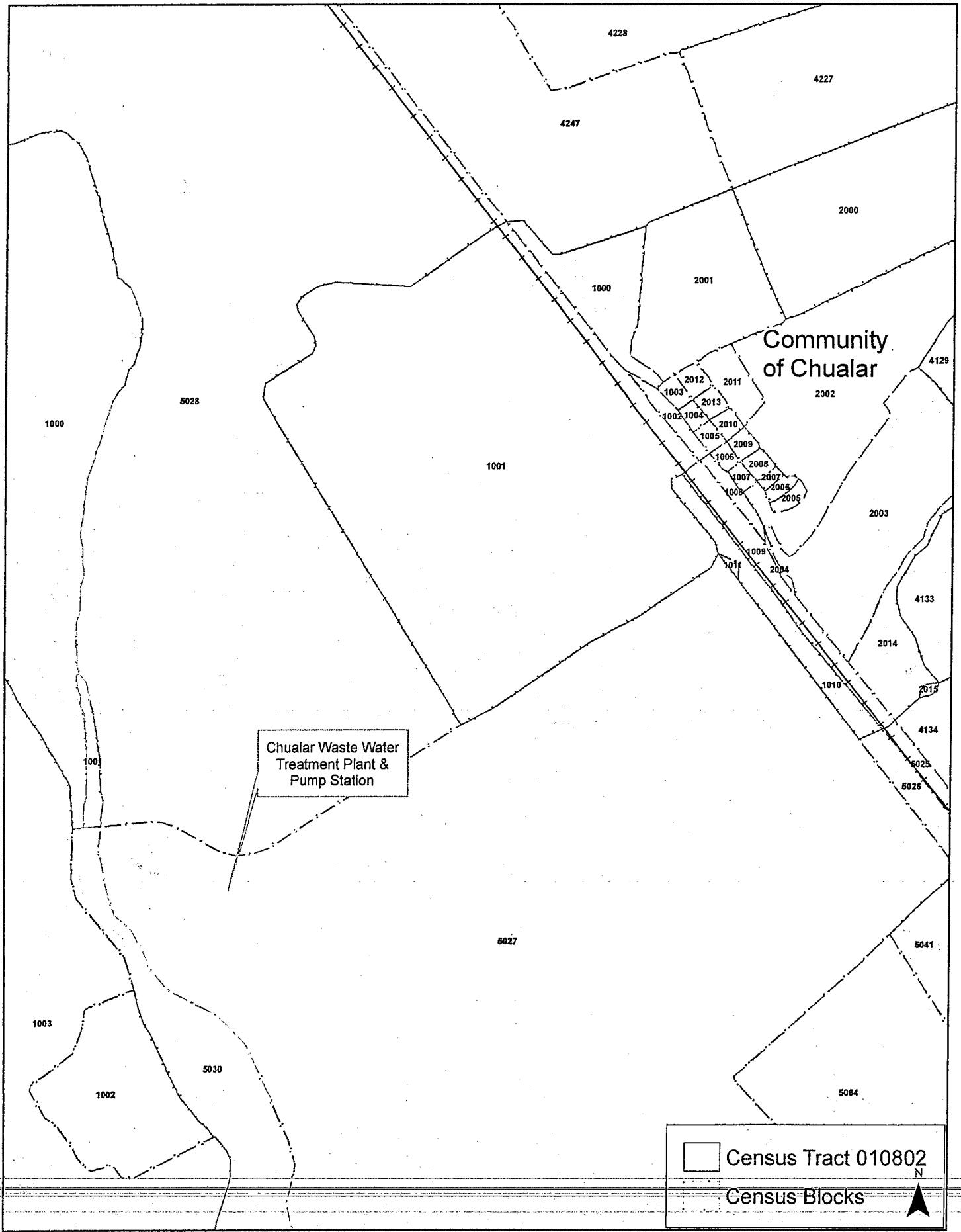
Monthly city and CDP labor force data are derived by multiplying current estimates of county employment and unemployment by the employment and unemployment shares (ratios) of each city and CDP at the time of the 2000 Census. Ratios for cities of 25,000 or more persons were developed from special tabulations based on household population only from the Bureau of Labor Statistics. For smaller cities and CDP, ratios were calculated from published census data.

City and CDP unrounded employment and unemployment are summed to get the labor force. The unemployment rate is calculated by dividing unemployment by the labor force. Then the labor force, employment, and unemployment are rounded.

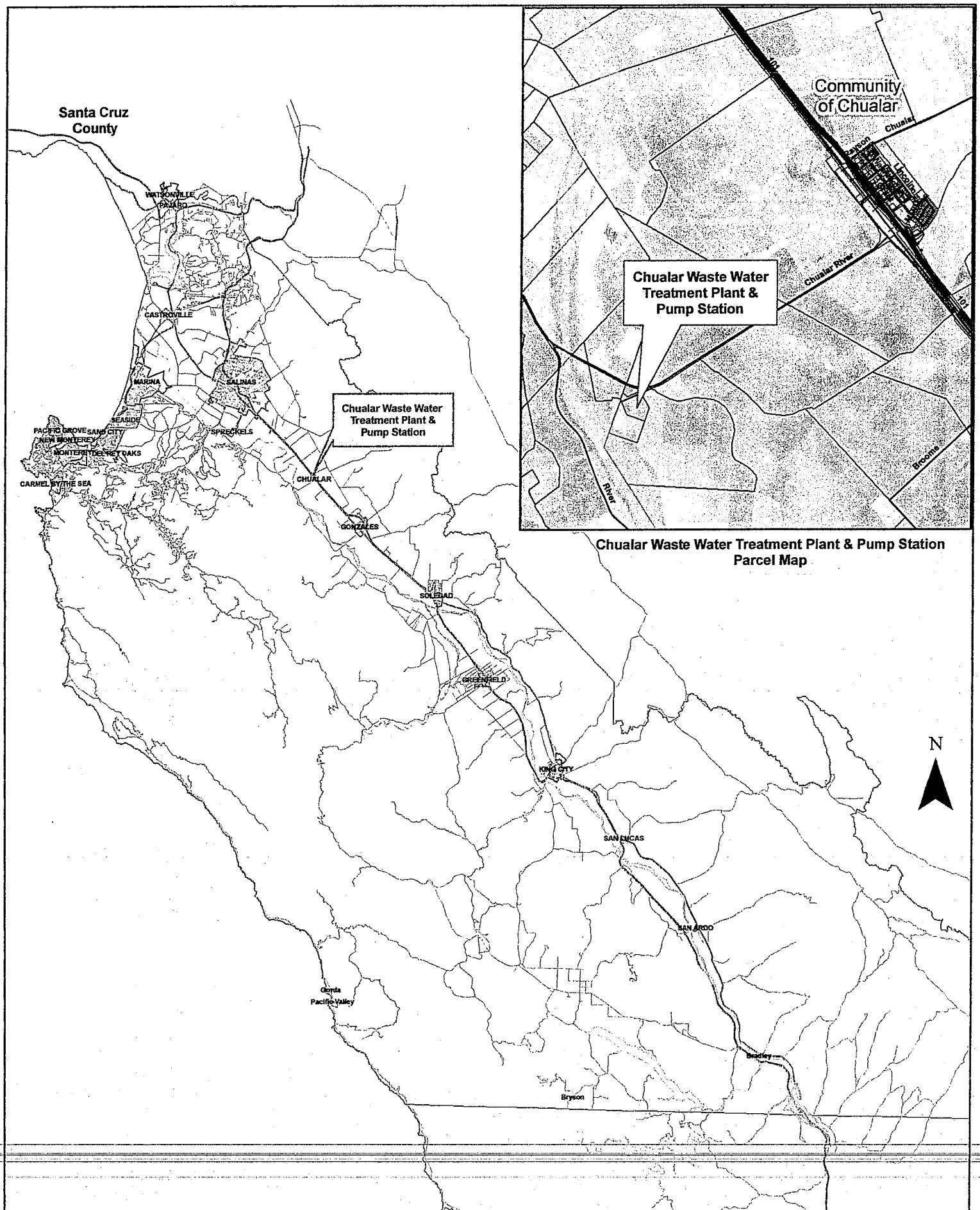
This method assumes that the rates of change in employment and unemployment, since 2000, are exactly the same in each city and CDP as at the county level (i.e., that the shares are still accurate). If this assumption is not true for a specific city or CDP, then the estimates for that area may not represent the current economic conditions. Since this assumption is untested, caution should be employed when using these data.

# AREA OF BENEFIT MAP

## Chualar Waste Water Treatment Plant & Pump Station Project

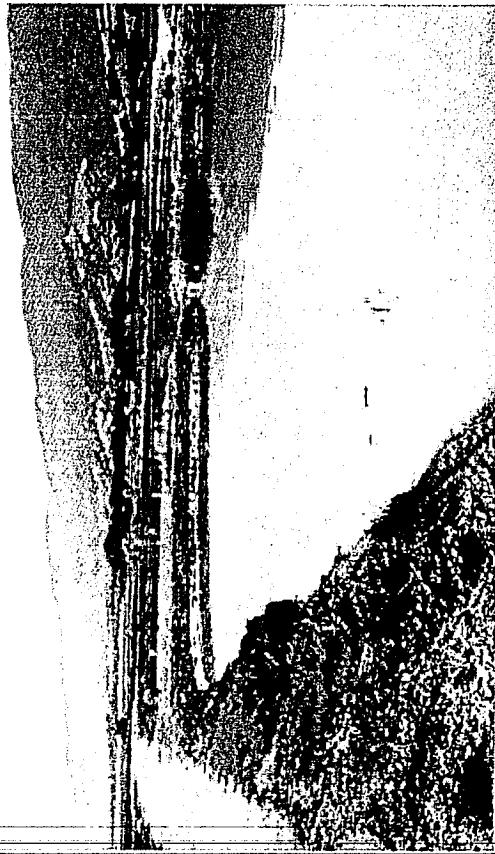
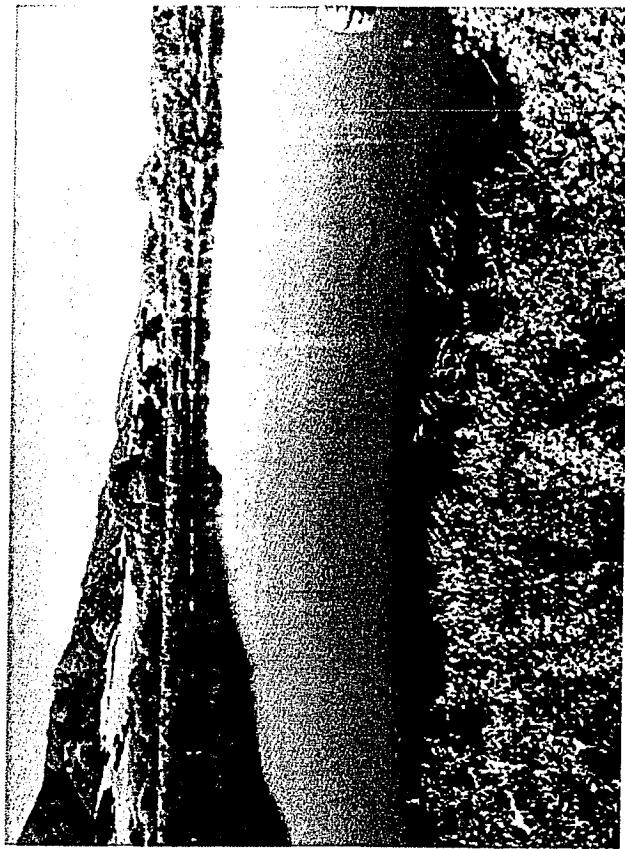
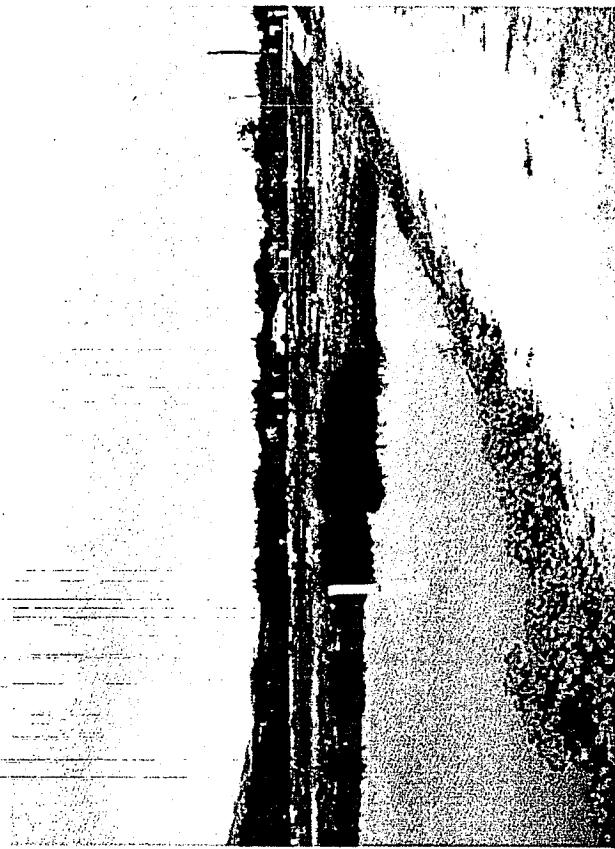


# COUNTY OF MONTEREY LOCATION MAP



COUNTY OF MONTEREY DEPARTMENT OF PUBLIC WORKS

CHUALAR WASTE WATER TREATMENT PLANT AND PUMP STATION IMPROVEMENT PROJECT



56949

Received at the request of

U. S. C. O. U. C. O. U. C. O.  
COUNTY RECORDS  
RECEIVED REQUEST

Return to

COUNTY ROAD COMMISSIONER

125 FEB 4 1960

REEL 388 PAGE 706

## Quit Claim Deed

HARDEN FARMS OF CALIFORNIA

does ~~guardian unto~~ the CHUALAR SANITATION DISTRICT (a political subdivision of the  
STATE OF CALIFORNIA),

all that real property situate in the

County of Monterey

State of California, described as follows:

A portion of the Rancho Zanjones and being a part of that certain 1710.32 acre tract of land (Item 2D), conveyed by Lee L. Jacks, et al to Mary Jacks Thomas by deed, dated September 22, 1919, recorded in Volume 165 of Deeds, at Page 248, Records of Monterey County, California, more particularly described as follows:

BEGINGING at a 4" x 4" post in the rancho boundary between Rancho Zanjones and Rancho Guadalupe, the northwesterly corner of the aforementioned 1710.32 acre tract of land bears N. 15° 36' E., 33.31 feet distant, said point of beginning also lying on the southerly right of way line of a 50 foot road leading to the County dump; thence along the southerly right of way line of said road

- 1) N. 64° 14' E., 700.00 feet to a point; thence leaving said road
- 2) S. 25° 46' E., 500.00 feet to a point; thence
- 3) S. 15° 36' W., 397.77 feet to a point; thence
- 4) N. 74° 24' W., 382.44 feet to a point; thence
- 5) N. 25° 46' W., 413.62 feet to the point of beginning.

CONTAINING an area of 10 acres of land.

56949

HARDEN FARMS OF CALIFORNIA

Dated January 25 1965.

Clarence L. Maris

President

Raymond

Secretary

STATE OF CALIFORNIA

Monterey

RECEIVED  
FEB 4 1960  
RECEIVED  
FEB 4 1960

# RANCHO ZAN JONES

LEE L JACKS, ET AL, TO

MARY JACKS THOMAS

REC'D. SEPT. 22, 1919; VOL. 156 DEEDS, PG. 248

CONTAINS 10 ACRES  
OF LAND

PROPOSED SITE OF THE  
CHUALAR SEWAGE TREATMENT  
PLANT

269-031-10

582.44'  
N 74° 24'E.

PROPOSED EXTENSION  
OF THE DUMP

CONTAINS 15 ACRES OF LAND

269-031-13

DEPARTMENT OF PUBLIC WORKS	
COUNTY OF MONTEREY	
PROPERTY ACQUISITION MAP	
GRANTOR	CHUALAR DUMP SITE
PROJECT	
TYPE DOCUMENT	ROAD NO.
PROJECT ENGINEER	J. K. [Signature]
DATE 8/1/1919	

See map N-1767  
E-486 in set  
18857

RANCHO BOUNDARY

EXISTING DUMP

269-031-12

18857

Sargent to Mon. Co. (Easement)  
Mon. Co. to Sargent (Easement)  
100 ft. in Sargent's line no. 514650

**COUNTY OF MONTEREY ENTITLEMENT AREA  
FY 2013-14 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

**PUBLIC FACILITY/INFRASTRUCTURE PROJECT PROPOSAL**

**CAREFULLY READ THE ACCOMPANYING NOFA AND PUBLIC FACILITY PROPOSAL INSTRUCTIONS AND ANSWER ALL QUESTIONS AS SPECIFICALLY AS POSSIBLE.**

**A. APPLICANT INFORMATION**

1. Legal Name of Organization: Rancho Cielo, Inc.
2. Mailing Address: PO Box 6948  
City: Salinas Zip: CA
3. Executive Director Name & Title: Susie Brusa, Executive Director
4. Organization's Website Address: [www.ranchocieloyc.org](http://www.ranchocieloyc.org)
5. Organization's DUNS #: **614413685** and Tax Payer ID #: **77-0555859**
6. Contact Person Name & Title for **Project** Questions: Cecilia Flores, Development Director
  - a. Phone: (831) 444-3530 FAX: (831) 444-3551
  - b. E-mail Address: [mcflores@ranchocieloyc.org](mailto:mcflores@ranchocieloyc.org)
7. Contact Person Name & Title for **Financial** Questions: Susan Imwalle, Finance Director
  - a. Phone: (831) 444-3504 FAX: (831) 444-3551
  - b. E-mail Address: [simwalle@ranchocieloyc.org](mailto:simwalle@ranchocieloyc.org)
8. Type of Project:
  - a. Please identify the type of facilities

<input type="checkbox"/> Parks and Recreation Facilities	<input type="checkbox"/> Libraries	<input type="checkbox"/> Civic Centers
<input type="checkbox"/> Streets and Sidewalks	<input type="checkbox"/> Infrastructure (Please specify, e.g. drainage)	<input checked="" type="checkbox"/> Other Facilities (please specify, e.g., streetlights) Transitional Housing

- b. Please identify the type of improvements

<input type="checkbox"/> Acquisition	<input checked="" type="checkbox"/> New Construction	<input type="checkbox"/> Expansion
<input type="checkbox"/> Rehabilitation/Improvement	<input type="checkbox"/> ADA Improvements	

9. Number of Low/Mod Beneficiaries to be Served by the Project: \_\_\_\_\_ 6/year \_\_\_\_\_

Cost-per-Beneficiary for this project (CDBG Request/CDBG Beneficiaries) = \$20,522.09 \_\_\_\_\_

10. Title of Proposed Project: Rancho Cielo Transitional Housing Village

- a. Address/Service Area of Project: 710 Old Stage Rd., Salinas CA 93908
- b. Amount Requested for this Project: \$123,133
- c. Amount of Leveraged Funds Available for this Project: \$350,752
- d. Total Project Cost (all sources): \$473,885

\*Note: These amounts should equal the amounts in the Section E. Development Budget/Leveraging.

## **B. PROJECT INFORMATION**

Answer each of the following questions regarding your project. You may use more than the space provided for each question, but **the complete response for Section B, Questions 1 – 6, is not to exceed three pages.**

### **1. NEED**

Indicate the applicable CDBG program national objective that your project activity addresses.

Enter 1, 2, or 3 here: 1

1. Benefit extremely-low, very low- and low/moderate-income persons,
2. Aid in the prevention or elimination of slums or blight, or
3. Meet community development needs having a particular urgency.

Check if the proposed activity will:

Help prevent homelessness?  
 Help those with HIV or AIDS?

Help the homeless?  
 Help the disabled?

**In 500 words or less, provide a concise description of the proposed project.** Indicate how it will address the priority need indicated above. Provide data such as demographics, reports, and/or other information to document the need for your specific project in the Entitlement Area.

HUD requires that all rehabilitation projects must have written, adopted rehabilitation standards. If a rehabilitation project, submit a copy of your adopted rehabilitation standards. Please specify if your project is targeted for the entire Entitlement Area, or specifically for Del Rel Oaks, Gonzales, or the unincorporated County areas.

RC's mission is to partner with our community to provide a safe campus to deliver programs and services that inspire at-risk youth to learn new skills, gain self-esteem and confidence. Our programs offer at-risk young people in Monterey County the opportunity to reevaluate their life options through education, job training, and individualized counseling. Our proposed request will be used to help pay for the construction cost of the last of five transitional housing units currently under construction at RC. If funded, this final house will target homeless youth from participating CDBG Entitlement areas. Once completed, the Rancho Cielo Independent Living Village will include 5 houses with a total of 30 beds.

and laundry room/storage building. The result will be a safe place for at-risk young people to live who are working to make a positive change in their life, but are unsafe in their home communities.

The need for transitional housing has never been clearer. In 2009, 2010, and 2011 Monterey County had the highest rate of youth homicides in CA. In fact, Monterey County had nearly three times the overall state average, ranking first among CA 58 counties. Additionally, CA has an overall unemployment rate of 11%; for Hispanic and Latino men ages 20-24 (the predominate population at Rancho Cielo), the unemployment rate is 20.9%.

Unfortunately, since RC first opened its doors to our community, we have had several young men shot while enrolled in one of our campus programs. While these acts of violence can occur throughout the year, holiday breaks and long weekends are sometimes the most dangerous times for our students. Sadly, for some of our students, long exposure to 'unstructured' environments means coming face to face with the unforgiving acts of violence faced by our community.

In addition to worrying about violent crimes, some of our students are faced with the task of finding a permanent place to live. Sleeping in cars, couch 'surfing' from place to place, or staying in shelters, is more of the rule than the exception for some of our students. According to the 2011 Monterey County Homeless Census and Survey, it is estimated that 3,472 persons experience homelessness annually in Monterey County. Nearly 10% of that population is composed of homeless youth between the ages of 18-24. With young men constituting more than half of the homeless youth population and with the majority having had parents who also experienced homelessness, it is essential for our community to provide not only a roof over their head, but also an opportunity to earn their high school diploma and receive job training. We are looking to break the cycle of generational poverty, not just apply a bandage.

The housing we are constructing is specifically for individuals falling within the federal guidelines for very low income and low income. Specific income levels for Rancho Cielo participants reveal that 69% fall in the very low income category – at poverty level and 31% fall in the low income category – below a self-sufficient standard.

## 2. PERFORMANCE MEASUREMENTS / OUTCOMES

The three program performance **outcome** categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Please check only one box on this page that best applies to your project's outcomes and objectives.

### Outcome 1. Availability/Accessibility

This outcome applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to extremely low-, very low- and low/moderate-income people, including persons with disabilities.

#### **Objective:**

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

### Outcome 2. Affordability

This outcome applies to proposals which provide affordability in a variety of ways in the lives of extremely low-, very low- and low/moderate-income people.

#### **Objective:**

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

### Outcome 3. Sustainability/Promoting Livable or Viable Communities

This outcome applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally extremely low-, very low- and low/moderate-income people or by removing or eliminating slums or blighted areas.

#### **Objective:**

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

### **If this is a new project, describe how you will reach out to these beneficiaries?**

Residential applications from Rancho Cielo students and former students, males ages 18-24, will have first priority. This project has evolved into an urgent need for some of our current students. With up to 150 students on any given day, most of them coming from gang infested neighborhoods, unstable households, or some without permanent housing- we are already faced with a large pool of potential applicants. Currently, 10% of our student population would qualify and benefit from this project (live in the CDBG entitlement areas).

### **How will people or conditions in the community change as a result of what you do?**

Future residents will benefit from having a stable and safe place to call home. Rancho Cielo students leave this safe environment, go out through the "gates of opportunity" they enter in the morning and back to the same neighborhood that enables their lifestyle characterized by bad choices and illegal activity. These students have made a very conscious choice to leave their past behind and prepare themselves for a more positive and productive future. Often times, this choice is simply not enough. The RC students murdered in the streets of Monterey County this last year didn't just find themselves in "the wrong place at the wrong time;" they resided in a terribly dangerous neighborhood. A gap in services in Monterey County is transitional housing for these young people, many of whom have a criminal background. "NIMBY," "Not In My Back Yard," is a common problem when discussing

transitional housing for this population. Rancho Cielo is geographically removed from the community. By providing a positive and structured living environment, we will provide them with an opportunity to implement their new decision-making skills and blossom into accountable, competent, productive, and responsible citizens.

It is our hope that we provide these students with much more than an opportunity for financial stability, we aspire to help them build leadership skills, while empowering them to become powerful agents of change in their communities. We hope to have these once 'disconnected youth' re-connect with the same community that they once felt so far away from and become role models for their family and friends. Our expectation is that once these students leave our campus, they embrace the beauty and richness of those same streets that they once feared. Thus, beginning a cycle of growth and prosperity for our local communities.

**How will you measure the effectiveness or impact of your project in meeting the needs of the persons assisted with these HUD funds?**

Effectiveness will be directly measured by our residents' ability to obtain permanent housing after spending time in our transitional housing units. We anticipate rentals to range from 9 to 18 months in length. In order to help our residents achieve self-sufficiency, we plan to provide them with financial literacy workshops and other life skill development opportunities, as well as provide them with vocational training opportunities if enrolled in one of our campus programs.

### **3. COST**

As required by the Federal Office of Management and Budget (OMB) and HUD, describe how the overall project budget is cost effective and reasonable for the anticipated result.

The cost effectiveness for our proposed project can be described through our two-pronged approach. The labor costs associated with the construction of a 1,700 square foot home can be substantial. By building this home with student labor as part of an overall vocational training program in partnership with Hartnell's Sustainable Construction program, we have drastically reduced the costs associated with construction. Additionally, the social savings associated with providing at-risk youth with an opportunity to complete their high school education as well as obtain job skills is quite significant. While it costs upwards of \$100,000 to incarcerate a youth in Monterey County, it costs about \$10,000 per year to educate him/her at Rancho Cielo. Additionally, while generally more than 60% of incarcerated youth re-offend within one year, 80% of Rancho Cielo youth formerly incarcerated stay out of trouble, earning their diplomas and their way off probation after participating in one of our programs. This represents an increase of 200% in Monterey County's first time offending youth making smarter choices, earning their high school diplomas and preparing for full-time employment or college.

#### 4. TIMELINESS/PROJECT READINESS

**Identify the person(s) responsible for overall program administration and financial management of the activity. Indicate how many years of experience they have managing CDBG or other HUD programs.**

**Susie Brusa, Executive Director:** Susie Brusa's background is primarily in the private sector, previously working as a Sales VP in Agriculture and Telecommunications companies. She is a certified professional coach and ran her own consulting business, which took her around the nation, to Europe and Asia. Ms. Brusa holds a B.A. from Pomona College in Claremont and attended Harvard Business School's Executive Education Program in non-profit management. She is a past president of the Junior League of Monterey County and serves on several other community boards. Susie has overseen the largest growth in RC's history in the last three years, from a budget of \$750,000 to \$2.2M, more than doubling the population on campus daily.

**Susan Imwalle, Finance Director:** Susan Imwalle, has over twenty years of experience in finance and accounting in both the private and public sector. She has held the Finance Director position with Rancho Cielo since December of 2009. Most recently, she held the Assistant Director of Finance position with the Housing Authority of Monterey County. She has a Bachelor of Arts degree from the University of California, Los Angeles, and a Master of Business Administration degree from the University of Arizona.

**Trish Alcocer, YouthBuild Program Director:** Trish has over fifteen years of experience in program management working for the public sector in the fields of both Recreation and Probation. She has managed dozens of recreation sites, after-school programs and city-wide events with a budget of over \$800K. She has an Associate of Arts degree in Administration of Justice and is a member of the LEAD Institute. Trish was raised in the community that we primarily serve.

This will be the first HUD program they will have managed; they are currently managing a U.S. DOL YouthBuild grant.

**Identify all other persons involved in the delivery of services for this activity, noting whether these positions are current or pending this award.**

**Rob Zahnlecker** is the Rancho Cielo Youth Corps Program Director who will oversee the construction. Rob has more than 35 years as a licensed contractor and builder in California. Most recently, Rob was the Project Manager for Fletcher Construction, building 12 custom-track houses in Soledad, CA. Position: Current. He oversees the current construction project on campus.

**Andrew Seminerio**, Construction Instructor on site, is a licensed contractor who previously taught at both the Watsonville and Greenfield YouthBuild programs. In Watsonville, Andrew worked for four years building three-story townhouses designated for low income families.

Position: Current

**Cheryl Peterson**, Construction Project Manager, has more than 10 years of experience in the construction trade, most recently with Woodman Development Company building single family dwellings, located at San Juan Grade Road and Rogge Road, for low to moderate income families. Position: Current

**John Anderson**, Hartnell College Construction Faculty: John is a licensed general contractor, previous principal at Woodman Construction, and is currently a Construction Instructor at Hartnell College. John has led a number of project collaborations between Rancho Cielo and Hartnell College including the construction of our independent living village houses.

Once the construction is complete, Rancho Cielo will hire a residential site manager.

**Discuss the timeline for the project including dates for start and completion and other significant stages such as hiring staff or securing a site, as applicable to your project. Indicate if this project is ongoing in nature.**

Rancho Cielo has an approved EIR and Master Plan (approved unanimously by the Monterey County Planning Commission in 9-2010). The first four of five houses in our Transitional Housing Village are completed through a vocational training YouthBuild grant from the U.S. DOL, and through a partnership with Hartnell College.

Our Statement of Work with the U.S. DOL indicates that each YouthBuild student cohort will build two houses per year. The first house was completed in January 2012, the second house was completed in August of 2012. The third and fourth houses are being built by the current cohort of students and will be completed by July 2013.

Once started, each house takes approximately five to six months. If awarded this CDBG, we will start the fifth house during fall 2013 and completed by June 2014.

The houses cannot be occupied until the EIR-required Waste Water Treatment Facility is completed on campus. The design for this system has been completed and we have secured grants and pledges for the estimated \$450,000 cost of this system. This work is currently underway.

## **5. MANAGEMENT AND PAST EXPERIENCE**

Describe your organization's experience. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

We have not developed any housing at Rancho Cielo previously. However, we have developed the dilapidated campus into a vibrant learning environment. The gym, school buildings, potable and non-potable water systems, fishing lakes, garden, woodshop and commercial kitchen were refurbished entirely with private funds. No public money has gone into capital improvements on campus, with the exception of the student labor funded through the aforementioned YouthBuild grant.

## **6. COLLABORATION**

Identify any other agencies/partners in this activity and define the roles and responsibilities of these partners.

### ***Hartnell Community College:***

Our YouthBuild program is expected to end March of 2014 with our last set of YouthBuild students graduating during the summer of 2013. The labor for the fifth house will then be replaced with students from Hartnell College Center for Sustainable Design and Construction. Led by John Anderson, Hartnell College Construction faculty, students enrolled in the Field Construction course will have the opportunity to work on finishing our 5th house. Hartnell College has designated Rancho Cielo as a Satellite Campus for Construction 101, 104 and 150. Both Rancho Cielo YouthBuild students and non-RC Hartnell students take part in this class on the Rancho Cielo job site. The 5th house would be built by the Hartnell class, which is open to Rancho Cielo students as well.

If you have no collaborative partners explain how you propose to coordinate your services with other community agencies in order to leverage resources.



## 7. PROPERTY INFORMATION

Complete applicable items for all public facility and infrastructure projects (including acquisition, rehabilitation, and demolition).

Who (agency name) is the legal owner of the property? Monterey County

If you are pursuing site control, please present the timeline to obtain firm site control.  
Rancho Cielo has a 50 year lease with option to renew for 45 more years with Monterey County.

Who (agency name) will be the final owner of the property? Monterey County

Square footage of proposed building or building addition: Approximately 1,712 square feet

Square footage of construction site parcel: 5 houses and 1 laundry/storage unit occupies a total of 10,434 square feet

Length of improvements if street, water, or sewer project: N/A

Service capacity of existing facility: N/A

Improved capacity of the facility: N/A

Age of structure: \_\_\_\_\_ N/A      Historic status: \_\_\_\_\_ N/A \_\_\_\_\_

## 8. FAIR LABOR STANDARDS ACT COMPLIANCE

Construction projects over \$2,000 are subject to Davis-Bacon Prevailing Wage reporting regulations. If applicable to your project, answer the following questions:

Who (person) will administer your Davis-Bacon compliance? \_\_\_\_\_

Prior Related Experience:

Phone number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## 9. IMPLEMENTATION SCHEDULE - Attach a separate page if necessary.

Major Milestones	Month/Year to Begin	Month/Year to End
Construction start/end	August/2013	June/2014
Collect applications from prospective residents living in Entitlement areas	July/2014	Ongoing


## 10. GEOGRAPHIC BOUNDARIES

Describe the geographic boundaries and census tracts of the neighborhood, community, or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed. **Attach a map.**

N/A

## 11. MAINTENANCE AND OPERATIONS BUDGET

All capital improvements or facilities projects will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. Only applicants requesting funding for proposals for CONSTRUCTION must complete this section.

**Who** (agency name) will be responsible for the ongoing maintenance and operations of the facility?

Rancho Cielo

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**Attach the proposed maintenance and operations budget** reflecting both expenditures and revenue (sources and amounts) for a Five-Year service period. HUD program income is the income generated by the use of the facility, less the operating costs associated with generating the income. The County considers utilities, maintenance and general facility maintenance to be operating costs that should be subtracted from revenue to determine program income. A copy of the County of Monterey's Program Income Reuse Policy and Procedures may be requested by sending an e-mail to the County.

An authorized person representing the responsible organization must sign the certification on the next page.

Note: The chart below indicates the sources of revenue to pay for operating costs. No program income will be generated.

### Revenue Sources:

1. Grants
2. Individual Contributions
3. 3% of tenant wages on sliding scale

### Certification of Maintenance and Operations Budget

The governing body of **Rancho Cielo** a Public, Quasi-Public, or Non-Profit entity, has the financial capacity and is willing to assume the maintenance and operation responsibility and costs associated with the indicated Community Development project. This body has reviewed the proposed operation and maintenance budget stated above and to the best of its ability has determined this budget to be a true and accurate estimate of the annual maintenance and operation costs for the proposed budget.

The following is the name and address of the entity which is proposed to provide maintenance and operation services for the proposed project:

Full Name: Rancho Cielo, Inc.

Street Address: 710 Old Stage Rd.

City, State, Zip Code: Salinas, CA 93908

It is understood that without a commitment for maintenance and operation, the indicated project may not be considered for funding under the Community Development Block Grant Program. Should this project be funded, a formal Maintenance and Operations Contract between the County and entity providing maintenance and operations services shall be written and signed before any funds can be released.

Please note that Community Development Block Grant Funds may not be utilized for ongoing maintenance and operation costs of capital improvements/facilities.

Acknowledged by Authorized Agency Representative:

Title of Authorized Agency Representative: Founder, President- Board of Directors

Date Certification Signed: 12/31/12

**C. HUD REQUIRED BENEFICIARY INFORMATION**

**1. Income Eligibility** – Indicate how your organization verifies **income eligibility** of clients.

**\*Be sure to provide the documentation indicated for your selection(s)\***

<p><b>Area of Benefit.</b> Project service area has been identified and determined to be statistically low/mod-income based on the 2000 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low/mod-income percentage. (Refer to Census Block Group data provided with the Application Instruction.)</p> <p><u>Attach a map.*</u></p>	
<p><b>Income Certification.</b> Clients independently "income-certify" on a membership form, intake form, etc. If you use this method, please <u>attach blank "intake" form.</u>*</p>	Please see attached
<p><b>Client Document Review.</b> Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff.</p> <p>If you use this method, please <u>attach worksheet.</u>*</p>	Please see attached
<p><b>Presumed Beneficiaries.</b> Clients served are <u>primarily and specifically</u> from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS.</p> <p><u>If you use this method, please indicate which group.*</u></p>	
<p><b>Other.</b> Survey, other documentation (required documentation for other governmental programs, etc.).</p> <p><u>Please explain on a separate page.*</u></p>	

Note: HUD has not yet released new Low/Mod Income data using 2010 Census. Jurisdictions are instructed to use the existing 2000 Census data.

**2. Race and Ethnicity** – The Federal Office of Management and Budget (OMB) required implementation by December 31, 2002, of the data collection standards for federal grant recipients as described in the instructions.

**PROVIDE A COPY OF YOUR PROGRAM'S "ELIGIBILITY" (CLIENT INTAKE) FORM.**

### 3. Location of Beneficiaries

Indicate the beneficiaries to be served according to the geographic area to be covered.

Information Requested (For Beneficiaries, indicate "P" for persons or "H" for households)	Total Number of Beneficiaries Estimated to be Served <b>FY 2013-14</b>	Low/Mod Income Beneficiaries Estimated to be Served <b>FY 2013-14</b>
Gonzales		
Del Rey Oaks		
Unincorporated Area		
<b>TOTAL</b>	<b>6</b>	<b>6</b>

Please indicate the source of your information.

Answer the following questions, or indicate N/A, about the beneficiaries of this Project

- a. Number of persons with access to a **new** facility or infrastructure that did not previously exist or was not available for this new purpose. **6 residents per year.**
- b. Number of persons with access to an **improved** or expanded facility or infrastructure. **N/A**
- c. Number of beds created in overnight shelter or other emergency housing. **N/A**

#### **D. ORGANIZATIONAL CAPACITY**

This section is to be completed by all non-governmental applicants.

**HUD Grant Experience** for the past **three** years.

**\*Rancho Cielo does not have any experience handling HUD grants. However, we do have experience managing federal grants i.e. YouthBuild through the Department of Labor.**

HUD Grant Program	Purpose of Grant	Date(s) Obtained	Funding Amount

#### **Fiscal Year and Audit Reports**

(Attach one copy of your Agency's most recent financial and audit reports.)

What is your agency's fiscal year?	10/01/12- 9/31/13
Date of your organization's most recently completed audit. (Month/Year)	05/2012
What fiscal year did this most recent audit include? (Month/Year - Month/Year)	10/01/10 – 9/31/2011
Was this audit conducted in compliance with the Single Audit Act? (Yes or No)	No
Are there any outstanding audit findings which remain unresolved? <b>If yes, please attach explanation.</b>	No

**Financial Management** - Refer to the Application Instructions for a list of mandatory federal requirements for management of CDBG funds.

#### **Organizational Structure**

<b>Documents to Be Attached by Non-Profit and For-Profit Organizations</b>	
Articles of Incorporation and Bylaws	
Organization Chart	
List of the Board of Directors	
Non-Profit Determination letters from the Federal Internal Revenue Service and the State Franchise Tax Board (Form 501 (c) 3)	

**Insurance Documentation** - All applicants, except County of Monterey Agencies, must submit a copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.) **with this application**. If funded, an updated insurance policy will be required with the County of Monterey listed as "additionally insured."

Is this a "faith-based" organization? \* Yes or X No

\*Generally, a faith-based organization was founded or is inspired by faith or religion.



## **E. DEVELOPMENT BUDGET /LEVERAGING**

Projects that receive an award of CDBG funding are often awarded less than the amount originally requested. Discuss below whether your proposed activity could be undertaken with a reduced commitment of funding and, if so, highlight how that would affect the scope of services you are proposing.

***Rancho Cielo will use cash on hand to meet calendar requirement for construction of 5<sup>th</sup> house and will continue fundraising to backfill those funds.***

Identify sources of leveraged funding, including in-kind match, for this activity in the Tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, in-kind amount for volunteers, staff time, etc.).

### **1. Current Year Project Funding: N/A**

Submit TABLE I - Public Facility/Infrastructure Project FY 2012-13 Adopted Budget Form to provide details specific to a related project from fiscal year 2012-2013 ONLY; NOT the budget for your entire Agency or program. A copy of this file is included at the end of this section. The **Excel File** is available on the Community Development website. If you are requesting funds for a new project, write "New Project" in the space provided for Project in Table I.

### **2. Anticipated Project Funding: Please see attached**

Submit TABLE II - Public Facility/Infrastructure Project FY 2013-14 Proposed Budget Form to provide detail specific to this project ONLY; NOT the budget for your entire Agency or program.

Describe other funding identified for this project and when it will be secured. Indicate the staff person able to answer questions regarding this budget in the space provided for **Budget Estimator**. A copy of this file is included at the end of this section and the **Excel File** is available on the Community Development website.

**Briefly describe what this grant will pay for in the text box at the bottom of TABLE II.** If your program includes more than one component (i.e. emergency shelter, transitional housing, day care center, job training, transportation), indicate which specific component(s) will be paid for with the requested CDBG funds.

### **3. Project Pro Forma: Please see attached**

Attach a project pro forma for construction. If not yet available, please provide ASAP; project will not be considered for approval until it has been received.

**TABLE I - PUBLIC FACILITY/INFRASTRUCTURE PROJECT FY 2012-13 ADOPTED BUDGET**

Applicant: \_\_\_\_\_  
 Project: \_\_\_\_\_

**Revenue**

	(Specify Source)	Amount	Status*
Source 1:			
Source 2:			
Source 3:			
Source 4:			
Source 5:			
<b>Total Revenue</b>		\$ -	

**Status\*:**

C = Committed Funds

P = Funds that have been applied for and decision is pending

N = Funds that have not yet been requested

**Expenses \*\***

Category	\$ Amount
Personnel Wages/Benefits	
Site Acquisition (Including real estate, closing costs, escrow costs, etc.)	
Architectural and Engineering Services	
Pre-Construction Costs (appraisal, fees, studies, permits, etc.)	
Off-Site Development Costs (Utilities, roads, access. Please specify):	
Site Preparation Costs (not included in construction contract)	
Construction Labor & Materials (Including Davis-Bacon compliance)	
Project Management	
Other Costs (Please specify):	
<b>Total Expenses</b>	\$ -

**Budget Estimator:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

**TABLE II - PUBLIC FACILITY/INFRASTRUCTURE PROJECT FY 2013-14 PROPOSED BUDGET**

**Applicant:** \_\_\_\_\_

**Project:** \_\_\_\_\_

**Revenue**

	(Specify Source)	Amount	Status*
Source 1:			
Source 2:			
Source 3:			
Source 4:			
Source 5:			
<b>Total Revenue</b>		\$ -	

**Status\*:**

C = Committed Funds

P = Funds that have been applied for and decision is pending

N = Funds that have not yet been requested

**Expenses \*\***

Category	\$ Amount
Personnel Wages/Benefits	
Site Acquisition (Including real estate, closing costs, escrow costs, etc.)	
Architectural and Engineering Services	
Pre-Construction Costs (appraisal, fees, studies, permits, etc.)	
Off-Site Development Costs (Utilities, roads, access. Please specify):	
Site Preparation Costs (not included in construction contract)	
Construction Labor & Materials (Including Davis-Bacon compliance)	
Project Management	
Other Costs (Please specify):	
<b>Total Expenses</b>	\$ -

**Budget Estimator:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

Briefly describe what this grant will pay for in the text box below:

F. PRELIMINARY ENVIRONMENTAL REVIEW

**Project Information**

Project Name	Independent Living Village
Assessor's Parcel Number of Project Site. Please provide a Legal Description and location map and attach them to this application.	APN#211-031-004. See attached for Legal Description and Location map.
Parcel Size	10,434 square feet
Project Type (Check all that apply)	<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Acquisition <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Other
Has this project previously received NEPA environmental clearance? If yes, attach a copy of the Environmental Review.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown (Please circle one) Year clearance completed _____

**Historic Preservation**

Note the year that <u>each</u> of the structure(s) on the parcel was constructed.	Currently under construction
Are any of the structures designated or eligible for listing on the National Register or Historic Places?	Yes <input type="checkbox"/> <input checked="" type="checkbox"/> No Unknown (Please circle one)
Please indicate how these structures are currently used (i.e., real estate office, residential apartment, etc.).	N/A
Are any of the structures considered of local historic significance? If yes, cite the source.	Yes <input type="checkbox"/> <input checked="" type="checkbox"/> No Unknown (Please circle one)
If any of the structures have been remodeled, please note when the remodeling occurred and which portions of the building were impacted.	N/A

## Local Land Use Review

What is the local land use authority for this site? (City or unincorporated County)	Monterey County
What is the zoning for this parcel? (Contact the local Planning Department)	Public/Quasi-Public
Is the project's land use consistent with the zoning designation?	<input checked="" type="radio"/> Yes      No      Unknown      (Please circle one)
What is the General Plan and/or Area Plan Designation? (Contact the local Planning Depart.)	Public
Is the project's land use consistent with the General Plan and/or Area Plan Designation?	<input checked="" type="radio"/> Yes      No      Unknown      (Please circle one)
Please list the local permits required to approve the proposed project (e.g. site approval/conditional use permit, planned development permit, etc.).	<ul style="list-style-type: none"> <li>• Grading permit</li> <li>• Building permit</li> </ul>
Have the listed permit applications been initiated? Please note the status of any required permit applications.	<ul style="list-style-type: none"> <li>• Building permit: Obtained</li> <li>• Grading permit: Obtained</li> </ul>
Has a CEQA environmental document already been prepared for this project by the local Planning Department or is this review in process? If completed, what was the determination (i.e., MND, ND, EIR, etc.)?	EIR completed
Has a NEPA review or an Environmental Assessment for this project already been completed or is this review in process by another agency?	Yes

## Environmental Compliance Checklist

<p>Please describe the project site, the existing or proposed structures, and the existing land use. Submit one or more photos of the existing site (one set of photos with original application).</p>	<p>The five houses and the laundry room/storage building will sit on both sides of the road that leads to the lower pond on campus. They are designed as a small residential village concept, with a central courtyard suitable for BBQ's or other informal gatherings.</p> <p>Each house is approximately 1,700 square feet on a single story with three bedrooms, a kitchen//dining area, a living/TV room, a quiet study room, and two bathrooms. Each bedroom will have two beds and two closets.</p> <p>Please see attached for photos.</p>
<p>Has a Phase I Site Assessment Report been completed for this project?</p>	<p>Yes <input type="radio"/> No <input checked="" type="radio"/> Unknown (Please circle one)  <small>*All building inspections have been obtained per progress</small></p>
<p>Has an Archaeological Phase I Survey been completed for this site?</p>	<p>Yes <input checked="" type="radio"/> No <input type="radio"/> Unknown (Please circle one)  <small>Not required</small></p>
<p>Is the Project located near areas where flammable, explosive, or toxic chemicals are stored or transported? If so, describe.</p>	<p>No</p>
<p>Please note the land uses surrounding the proposed project site.</p>	<p>The proposed project sits on 100 acres used by Rancho Cielo as a comprehensive education and vocational training center.</p>
<p>Is the project site within line-of-sight of an arterial roadway or railway? List the name of the road/railroad and the distance to the nearest proposed structure(s) on the site.</p>	<p>No</p>
<p>Will this project create noise sensitive uses? For instance, is this a new residential project that will house families? If so, have noise attenuation measures been incorporated into the proposed project?</p>	<p>No</p>
<p>Is the project site located on existing or previously cultivated farmland?</p>	<p>No</p>

Is the project site in either a 100-year or 500-year floodplain? If so, please describe. (Contact the local Public Works Department for the site's flood zone designation)	No
Is the project located in or near a wetlands area?	No
Approximately how far is the project site from the nearest airport?	5 miles

## Additional Questions for Rehabilitation of Existing Structures

Describe the rehabilitation activities in detail. Will the existing structure(s) be expanded? Will rehabilitation impact any external elements of the building(s)? To what extent will demolition of existing building structures or elements play a role in the rehabilitation?	N/A
Have the structure(s) been tested for asbestos, mold, or lead-based paint? If so, will the proposed rehabilitation disturb these substances?	N/A

## **G. AGENCY CERTIFICATIONS**

The following certification **must** be completed and signed by an authorized agency representative to be further considered for HUD program funding.

The undersigned agency hereby certifies that:

- a. The information contained herein and in the attached is complete and accurate. No material information has been omitted, including financial information.

[U.S. Code, Title 31, Section 3729, False Claims, provides a civil penalty of not less than \$5,000 and not more than \$10,000, plus 3 times the amount of damages for any person who knowingly presents, or causes to be presented, a false or fraudulent claim; or who knowingly makes, or causes to be used, a false record or statement; or conspires to defraud the Government by getting a false or fraudulent claim allowed or paid. HUD will prosecute false claims and statements and conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)].

- b. The agency certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency.
- c. The agency shall comply with all federal and County policies and requirements applicable to the CDBG program as appropriate for the funding if received.
- d. The federal assistance made available through the CDBG program funding is not being utilized to substantially reduce the prior levels of local financial support for community development activities.
- e. If CDBG funds are approved for a facility:
  - i. The agency shall maintain and operate the facility for its approved use for a period of not less than 5 years, unless given specific approval from HUD to do otherwise;
  - ii. To the best of our knowledge, sufficient funds will be available to complete the project as proposed; and
  - iii. To the best of our knowledge, sufficient funds will be available to operate the project for 5 years.

Name of Agency	
Rancho Cielo	
Typed Name and Title of Agency Official	
John Phillips	Founder, President-Board of Directors
Agency Official's Signature	Date of Signature
	12/31/12
Telephone Number of Agency Official (831) 444-3530	e-Mail Address of Agency Official ranchocielo-1@hotmail.com

Table II-Public Facility/Infrastructure Project FY 2013-2014 Proposed Budget

Applicant: Rancho Cielo

Project: Independent Living Village- 5th house

Expenses	
Category	\$ Amount
Personnel Wages and Benefits	60752
Site Acquisition	0
Architectural & Engineering Services	8000
Pre-Construction Costs	0
Off-site Development cost	0
Site preparation costs	117000
Construction Labor & Materials	203133
Project Management	35000
Other Costs	50000
<b>TOTAL</b>	<b>473885</b>

**Briefly describe what this grant will pay for below:**

This grant will only pay for the construction materials which equals the amount requested: \$123,133. The remaining amount will be leveraged through fundraising efforts by Rancho Cielo.

Transitional Housing Unit	Construction	Offsites	Notes
Survey Layout		550.00	\$550 - Landset - Bldg Corners & Pad Cert.
Grading, Paving & Storm Drain		19,280.00	\$19,280.00 Chapin
Utilities		9,000.00	
PG&E			
Flatwork		7,800.00	Mat'l only (Labor by Youth Corps)
Landscaping		0.00	Mat'l from Stockpile (Labor by YouthBuild)
Foundation (Material only)	3,800.00		Mat'l only (Labor by YouthBuild)
Rebar	339.00		Associated Rebar (gave deep discount)
Rough Framing (Mat'l)	19,461.01		Hayward (Prev. bid \$21,382.30)
Trusses	3,125.00		Pacific Continental Truss (Hayward bid \$3,310)
Rough Carpentry	0.00		Labor by YouthBuild
Electrical	5,226.86		Palmer Electric
Alarm	450.00		All Safe (Prewire only)
Light Fixtures	500.00		Estimated by Rob
Plumbing -Rough & Top Out (Mat'l only)	3,000.00		Labor donated by Judge's plumber/friend (Della Mora bid \$10,660)
Plumbing Fixtures	3,500.00		Home Depot Items Priced
Sinks (not incl. above)	489.00		Home Depot Receipt dated 6/4/12
Plumbing	2,050.00		Glen Van Loh
HVAC incl. Sheetmetal	5,200.00		State Metal
Fire Sprinklers	3,410.00		Bay Fire Sprinklers
Roofing	3,597.00		A.L.L. Roofing (Mat'l Only) Labor provided by YouthBuild
Windows	2,062.74		Hayward - Milgard Vinyl
Doors, Trim & Hardware	2,771.74		Hayward - incl. bath hdwe & mirrors
Insulation	2,750.00		Ponzini
Drywall	4,660.00		TKF Drywall (Faria)
Cabinets	6,672.56		Jensen Co. (incl. lam. countertops, installation not included)
Cabinet Extra - Pantry Added	911.63		
Installation - Cabinets	0.00		Installation by YouthBuild
Finish Carpentry	0.00		Labor by YouthBuild
Appliances	2,300.00		GE Direct (gas range, refrig., over the range micro.)
Flooring	3,363.00		Est. based on \$17/yard Old Town Abbey Carpet (Brad)
Tile	3,145.00		Dee Tile (floors in kit and baths, wainscot)
Blinds	650.00		
Paint - Int. & Ext. (Mat'l only)	1,500.00		Lyn White mat'l is \$111.39
Paint - Int. & Ext.	1,568.00		Youth Corps to paint (Lyn White - \$680 labor)
<b>TOTAL</b>	<b>86,502.54</b>	<b>36,630.00</b>	<b>123,132.54</b>



## Intake Application

Instructions: It is important that you complete this application completely. Complete this application with the assistance of staff if necessary. If you have any questions please call (801) 970-9149.

## PART A: PERSONAL INFORMATION

First Name:	Last Name:	
Street Address:		
City:	State:	Zip:
Home phone:	Cell Phone:	
How long have you been at this address?	Do you need assistance finding permanent housing?	
Emergency Contact:	Emergency Number:	
Social Security:	Date of Birth:	<input type="checkbox"/> Male <input type="checkbox"/> Female

Why are you interested in participating in this job training program?

Are you interested in hearing about other programs on campus? If so, check the box below for the program of your choice?

Drummond Culinary Academy

Youth Corps

How did you hear about this program?

Hispanic  Caucasian  Asian  African/American  Native American  Other:

Is English the main language spoken in your household?

Yes  No  (Specify which one is): \_\_\_\_\_

If no, how often does communicating in English cause problems for you at work or at school?

Sometimes  Seldom  Never

Marital Status:  Never Married  Married  Divorced  Separated  Widowed

Do you have children? Yes  No  If yes, how many? \_\_\_\_\_

Do you have child care? Yes  No

Child's Name:	DOB:	Do they live with you?
_____	_____	_____
_____	_____	_____
_____	_____	_____

Do you have transportation?  Bus  Car  Other: \_\_\_\_\_

Do you have a Driver's License? Yes  No

License #: \_\_\_\_\_ Class: \_\_\_\_\_ Exp. \_\_\_\_\_ / \_\_\_\_\_

Are you one of the following:

U.S. Citizen or National of the United States

Lawful Permanent Resident Alien #A \_\_\_\_\_ Work Permit exp date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Have you or your family:

Received food stamps Last date received: \_\_\_\_\_

Received Cash Aid Last date received: \_\_\_\_\_

## PART B: EDUCATIONAL INFORMATION

Are you currently attending school? Yes <input type="checkbox"/> No <input type="checkbox"/>	GPA: _____
Are you a high school graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Hours per week:	Salary:	<input type="checkbox"/> Biweekly	<input type="checkbox"/> Monthly	<input type="checkbox"/> Yearly	<input type="checkbox"/> Volunteer
Duties:					
Reason for leaving:					
Are you currently employed? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please give the name of the company: _____					
Full-time <input type="checkbox"/> Part-Time <input type="checkbox"/>					
Work Schedule: _____					
Current hourly wage: _____					
<b>PART F: GOALS &amp; LEISURE</b>					
What do you see yourself doing in 5 years?					
What is your dream job?					
<p><i>In signing this application, I certify that all statements made in this application are true and correct. I agree and understand that any misinformation or omission of information can result in termination from my enrollment in the YouthBuild Program.</i></p>					
Signature			Date		

Please fill out this section carefully, and accurately. Show all family income (before deductions) from all sources for the last 6 months. Include income from applicant, mother/female "head of household", father/male "head of household", and any relatives in the household. Documented verification of all income will be required at time of eligibility, as acceptance to YouthBuild Program is based on income criteria.

<b>PLAN G: FAMILY INCOME</b>				
INCOME (ALL SOURCES – BEFORE DEDUCTION)	\$ APPLICANT \$	\$ FATHER \$	\$ MOTHER \$	\$ OTHER RELATIVES \$
JOBs – WAGES – SELF-EMPLOYMENT INCOME				
ALIMONY – RETIREMENT – PENSION				
OTHER INCOME (PLEASE SPECIFY):				
BENEFITS (ALL SOURCES – BEFORE DEDUCTIONS)	\$ APPLICANT \$	\$ FATHER \$	\$ MOTHER \$	\$ OTHER RELATIVES \$
TANF (CASH AID) (FORMERLY KNOWN AS AFDC)				
SSI (SUPPLEMENTAL SECURITY INCOME)				
SDI (STATE DISABILITY)				
SOCIAL SECURITY SURVIVOR'S BENEFITS				
MILITARY SURVIVOR'S BENEFITS				
FOSTER CHILD GRANT				
UNEMPLOYMENT INSURANCE INCOME				
WORKER'S COMPENSATION				
CHILD SUPPORT				
OTHER BENEFITS (PLEASE SPECIFY):				

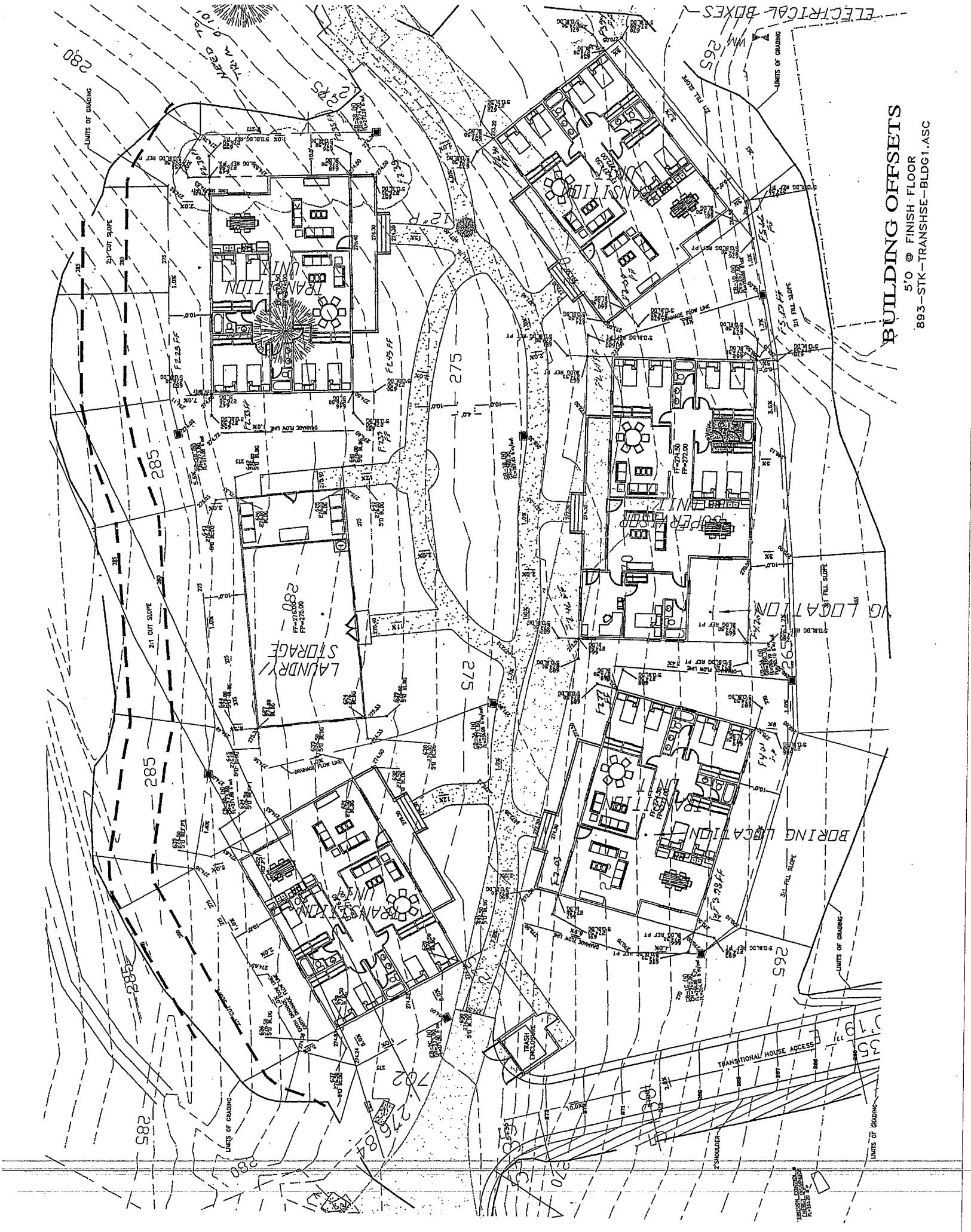
PLEASE SUBMIT YOUR APPLICATION TO: RANCHO CIELO YOUTH CAMPUS

PHYSICAL ADDRESS: 710 OLD STAGE RD. SALINAS, CA 93908 MAILING ADDRESS: P.O. 6948 SALINAS, CA 93912  
Ph: (831) 444-3533 Fax: (831)444-3550

E-MAIL: [MCFLORES@RANCHOCIELOYC.ORG](mailto:MCFLORES@RANCHOCIELOYC.ORG) WEB SITE: [WWW.RANCHOCIELOYC.ORG](http://WWW.RANCHOCIELOYC.ORG)

## BUILDING OFFSETS

5'0" @ FINISH FLOOR  
893-STK-TRANSHE-BLDG1.AS



**COUNTY OF MONTEREY ENTITLEMENT AREA  
2013-14 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

**HOUSING REHAB PROJECT PROPOSAL**

**CAREFULLY READ THE ACCOMPANYING NOFA AND PUBLIC SERVICE PROPOSAL  
INSTRUCTIONS AND ANSWER ALL QUESTIONS AS SPECIFICALLY AS POSSIBLE.**

**A. APPLICANT INFORMATION**

1. Legal Name of Organization: Monterey County Habitat for Humanity

2. Mailing Address: P.O. Box 742

City: Seaside Zip: 93955

3. Executive Director Name & Title: Pat Canada, President of Board of Directors

4. Organization's Website Address: [www.habitatmonterey.org](http://www.habitatmonterey.org)

5. Organization's DUNS #: 1683950(4-1991) and Tax Payer ID #: 77-0244768

6. Contact Person Name & Title for Project Questions: Pat Canada, President

a. Phone: (831) 747-7673 FAX: (831) 747-1229

b. E-mail Address: [pat.canada@habitatmonterey.com](mailto:pat.canada@habitatmonterey.com)

7. Contact Person Name & Title for Financial Questions: Pat Canada, President

a. Phone: (831) 747-7673 FAX: (831) 747-1229

b. E-mail Address: [pat.canada@habitatmonterey.com](mailto:pat.canada@habitatmonterey.com)

8. Type of Housing Project:  Code Enforcement  Owner Occupied Housing Rehab

9. Number of Low/Mod Beneficiaries to be Served by the Project: 100 units, 100 - 400

beneficiaries

Cost-per-Beneficiary for this project (CDBG Request/CDBG Beneficiaries) = \$5,000.00

10. Title of Proposed Project: Monterey County Habitat for Humanity, Home Repair and Safety Program

a. Address/Service Area of Project: Del Rey Oaks, Gonzalez and other unincorporated areas with priority on Del Rey Oaks

b. Amount Requested for this Project: \$ 255,000.00

c. Amount of Leveraged Funds Available for this Project: \$ 60,000.00

d. Total Project Cost (all sources) \$315,000.00

\*Note: These amounts should equal the amounts in the Section E. Project Budget/Leveraging.

## **B. PROJECT INFORMATION**

Answer each of the following questions regarding your project. You may use more than the space provided for each question, but **the complete response for Section B, Questions 1 – 6, is not to exceed three pages.**

### **1. NEED**

Indicate the applicable CDBG program national objective that your project activity addresses. Enter 1, 2, or 3 here: 2.

1. Benefit low/moderate-income persons,
2. Aid in the prevention or elimination of slums or blight, or
3. Meet community development needs having a particular urgency.

Which of the following needs does the proposed project address? Please check one.

<b>Priority: Affordable Housing</b>
<input checked="" type="checkbox"/> Improve the quality of ownership housing through rehabilitation
<input type="checkbox"/> Improve the quality of ownership housing through code enforcement

Check if the proposed activity will:

Help prevent homelessness?  
Help those with HIV or AIDS?

Help the homeless?  
X Help the disabled?

**In 500 words or less, provide a concise description of the proposed project.** Indicate how it will address the priority need indicated above. Provide data such as demographics, reports, and/or other information to document the need for your specific project in the Entitlement Area. Please specify if your project is targeted for the entire Entitlement Area, or specifically for Del Rey Oaks, Gonzales, or the unincorporated County areas.

Monterey County Habitat for Humanity Home Repair and Safety Program is a NEW revitalization initiative which will provide free high quality, major and minor home repairs to promote health, safety, security and autonomy to clients in Del Rey Oaks in Monterey County.

Our target populations this year will be

- Elderly clients wishing to remain independent at home (estimated to be 264)
- Disabled clients (with priority for military personnel) (unknown at this time)
- Low – moderate income homeowners. (estimated to be 326)

The home repairs and construction services to be provided

- emergency plumbing, electrical and carpentry repairs
- yard cleanup and hoarder remediation
- installation of energy efficient ADA toilets, hand held showers, bath swivel chairs
- repairing plumbing problems

- carpentry repairs such as repairing and installing windows, doors, stairs, and locks
- inspecting smoke and carbon monoxide detectors
- installing safety grab bars and handrails
- designing and installing ramps for wheelchairs
- adapting hallways and doorways for wheelchairs
- repairing and/or installing electrical fixtures
- regular maintenance of water heater, furnace, gutters and downspouts
- small roof repairs
- interior and exterior painting
- bathroom and kitchen adaptations (ADA modifications).

Our program will make it possible for clients to remain safely in their homes even though they cannot afford or perform the repairs themselves. All the services we will provide for elderly clients, disabled clients and economically disadvantaged clients will be done in a professional manner with a licensed contractor overseeing each project.

HUD requires that all rehabilitation projects must have written, adopted rehabilitation standards. If a rehabilitation project, submit a copy of your adopted rehabilitation standards.

Monterey County Habitat for Humanity uses the Universal Design Handbook developed by University of North Carolina and included in this application.

## **2. PERFORMANCE MEASUREMENTS / OUTCOMES**

The three program performance **outcome** categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Outcomes are **results** that are achieved through your project activities, not the activities themselves. **Please check only one box on this page that best applies to your project's outcomes and objectives.**

### **Outcome 1. Availability/Accessibility**

This outcome applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low/moderate-income people, including persons with disabilities.

#### **Objective:**

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

### **Outcome 2. Affordability**

This outcome applies to proposals which provide affordability in a variety of ways in the lives of low/mod-income people.

#### **Objective:**

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

### **Outcome 3. Sustainability/Promoting Livable or Viable Communities**

This outcome applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low/mod-income people or by removing or eliminating slums or blighted areas.

#### **Objective:**

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

If this is a new project, describe how you will reach out to these beneficiaries?

We will reach out to these beneficiaries by direct mail pieces, advertising in community newsletters, reaching out to local agencies, newspapers, community events, social media and through the montereyhabitat.org website.

How will people or conditions in the community change as a result of what you do?

The projects our organization will complete will enable our community members to live independently in a safe and habitable home. Our clients will have the necessary maintenance done on their homes which in turn will improve the housing community overall. In addition, our clients with physical and developmental disabilities will receive caring and experienced help living with the challenges mitigated through adaptations for many disabilities.

How will you measure the effectiveness or impact of your project in meeting the needs of the persons assisted with these HUD funds?

We will measure our effectiveness by requiring sign off at project completion from the client. At this sign off, client will be interviewed for overall rating in key areas; customer satisfaction, schedule adherence, quality of home repairs and rehabilitation.

### **3. COST**

As required by the Federal Office of Management and Budget (OMB) and HUD, describe how the overall project budget is cost effective and reasonable for the anticipated result.

Monterey County Habitat for Humanity has successfully built five homes already in Monterey County. We have a large base of experienced volunteers who can assist to cut expenses. Many of the repairs will involve painting, cleaning, demolition, preparation of sites. These can easily be carried out by volunteers yielding in a reduction of overall project labor costs. Our two full time technicians can focus on the technical and skilled tasks required at a lower cost than hiring private subcontractors.

In addition, many of the materials used by Monterey County Habitat for Humanity are donated by private individuals and businesses. Those purchases made by the program will often be negotiated at lower cost due to our relationship with building materials and appliance vendors. We also receive in-kind contributions from Home Depot, Lowes and Whirlpool corporation.

We will be looking to participate in PG&E rebate programs for solar initiatives, energy star appliances rebates whenever possible.

Monterey County Habitat for Humanity currently runs a ReStore that accepts donated household goods and building materials. We sell them to the general public and use the funds to buy materials to build and rehabilitate homes.

Habitat for Humanity is used to providing decent and safe homes in a cost efficient manner.

#### **4. TIMELINESS/PROJECT READINESS**

Identify the person(s) responsible for overall program administration and financial management of the activity. Indicate how many years of experience they have managing CDBG or other HUD programs.

Primary Contact: Pat Canada, President; four years experience of managing CDBG programs.

Other contact: TBD: Program Manager, pending grant award

Identify all other persons involved in the delivery of services for this activity, noting whether these positions are current or pending this award.

TBD: Two Service Technicians, pending grant award.

Discuss the timeline for the project including dates for start and completion and other significant stages such as hiring staff or securing a site, as applicable to your project.

Project time line- Monterey County Habitat for Humanity Home Repair and Safety Program

Posting for vacant positions	4/15/2013
Interviews Started	5/15/2013
Positions filled	6/1/2013
Marketing for Program begins	5/15/2013
Solicit Applications from Clients	5/15/2013
Program Starts	7/1/2013
Clients Notified of Acceptance to Program	7/1/2013

#### **5. MANAGEMENT AND PAST EXPERIENCE**

Describe your organization's experience. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

Monterey County Habitat for Humanity's Board of Director President, Pat Canada possesses eleven years of general building contracting experience as a licensed contractor. For more than four years, Pat was Program Director for Berkeley's Home Repair and Safety Program, which was funded by CDBG grant. In addition, Pat Canada is a licensed general building contractor. She will be working with the Program Manager to implement the program based on this experience. During her previous tenure in Berkeley, over 200 households were serviced yearly by the program.

#### **6. COLLABORATION**

Identify any other agencies/partners in this activity and define the roles and responsibilities of these partners.

Monterey County Habitat for Humanity will work collaboratively with Rebuilding Together ([www.rebuildingtogether-ms.org](http://www.rebuildingtogether-ms.org)) on projects. It is anticipated that most exterior work will be led by Rebuilding Together while interior repairs and remodeling will be the responsibility of Monterey County Habitat for Humanity Home Repair and Safety Program. In all cases, the primary contractor will be Monterey County Habitat for Humanity. The primary contact for each project will be Monterey County Habitat for Humanity.

If you have no collaborative partners explain how you propose to coordinate your services with other community agencies in order to leverage resources. N/A

## 7. HOUSING REHABILITATION (Owner Occupied, including mobile homes)

How many housing units do you anticipate rehabilitating during the program year? 100

How many will be CDBG funded if requested funds are received? 100

Is your housing rehabilitation program targeted to a specific area? If yes, please identify area (streets, **census tracts**, etc.) and attach map.

Del Rey Oaks city is our primary area this year. We will accept applications from all areas but will prioritize to those in Del Rey Oaks for the first year of the program.

### C. **HUD REQUIRED BENEFICIARY INFORMATION**

#### 1. Income Eligibility – Indicate how your organization verifies **income eligibility** of clients.

**\*Be sure to provide the documentation indicated for your selection(s)\***

<b>Area of Benefit.</b> Project service area has been identified and determined to be statistically low/mod-income based on the 2000 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low/mod-income percentage. <u>Attach a map.</u> *	
<b>Income Certification.</b> Clients independently "income-certify" on a membership form, intake form, etc. If you use this method, please <u>attach blank "intake" form.</u> *	
<b>Client Document Review.</b> Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please <u>attach worksheet.</u> *	
<b>Presumed Beneficiaries.</b> Clients served are <u>primarily and specifically</u> from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. <u>If you use this method, please indicate which group.</u> *	X
<b>Other.</b> Survey, other documentation (required documentation for other governmental programs, etc.). <u>Please explain on a separate page.</u> *	

Note: HUD has not yet released new Low/Mod Income data using 2010 Census. Jurisdictions are instructed to use the existing 2000 Census data.

\*Elderly persons

\*Handicapped individuals

#### 2. Race and Ethnicity – The Federal Office of Management and Budget OMB requires implementation of the data collection standards for federal grant recipients as described in the instructions.



MONTEREY COUNTY  
**Habitat**  
for Humanity®



We are pledged to the letter and spirit of U.S. policy for the achievement of equal

housing opportunity throughout the nation. We encourage and support an affirmative advertising and marketing program in which there are no barriers to obtaining housing because of race, color, religion, sex, handicap, familial status, or national origin.

## Monterey County Habitat for Humanity Home Repair and Safety Service Application

### Applicant

Name \_\_\_\_\_  
Address \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Marital Status (circle one)

single      married      separated      widowed

Phone Number

(home) \_\_\_\_\_

(cell) \_\_\_\_\_

Race \_\_\_\_\_

Sex: M or F

### Co-Applicant

Name \_\_\_\_\_  
Address \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Marital Status (circle one)

single      married      separated      widowed

Phone Number

(home) \_\_\_\_\_

(cell) \_\_\_\_\_

Race \_\_\_\_\_

Sex: M or F

### Applicant Employment Information

Employer's Name \_\_\_\_\_

Employer's Address \_\_\_\_\_

Employer's Phone \_\_\_\_\_

Type of Business \_\_\_\_\_

Years at this Job \_\_\_\_\_

Monthly Wages (gross) \$ \_\_\_\_\_

### Co-Applicant Employment Information

Employer's Name \_\_\_\_\_

Employer's Address \_\_\_\_\_

Employer's Phone \_\_\_\_\_

Type of Business \_\_\_\_\_

Years at this Job \_\_\_\_\_

Monthly Wages (gross) \$ \_\_\_\_\_

### Applicant Monthly Income

Food Stamps \$ \_\_\_\_\_

Social Security \$ \_\_\_\_\_

SSI \$ \_\_\_\_\_

Disability \$ \_\_\_\_\_

Alimony \$ \_\_\_\_\_

Child Support \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

### Co-Applicant Monthly Income

Food Stamps \$ \_\_\_\_\_

Social Security \$ \_\_\_\_\_

SSI \$ \_\_\_\_\_

Disability \$ \_\_\_\_\_

Alimony \$ \_\_\_\_\_

Child Support \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

Home Repairs Needed

I understand that by filing this application, I am authorizing Habitat for Humanity to evaluate my need for a Habitat home repair. I understand that the evaluation will include personal visits, and income verification. I have answered all application questions truthfully. I understand that if I have not answered the questions truthfully, my application may be denied, and that even if I have already been selected to receive a Habitat home repair, I may be disqualified from the program. I also understand that Habitat for Humanity screens all potential applicant families on the sex offender registry, and that by completing this application, I am submitting myself and all persons listed to a criminal background check.

Applicant

Signature \_\_\_\_\_ Date \_\_\_\_\_

Co-Applicant

Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY- DO NOT WRITE IN THIS SPACE**

Date Application Received \_\_\_\_/\_\_\_\_/\_\_\_\_

Accepted       Denied

Date of Home Visit \_\_\_\_/\_\_\_\_/\_\_\_\_

### 3. Location of Beneficiaries

Indicate the beneficiaries to be served according to the geographic area to be covered.

Information Requested (For Beneficiaries, indicate "P" for persons or "H" for households)	Total Number of Beneficiaries Estimated to be Served <b>FY 2013-14</b>	Low/Mod Income Beneficiaries Estimated to be Served <b>FY 2013-14</b>
Gonzales		
Del Rey Oaks	100	55
Unincorporated Area		
<b>TOTAL</b>	100	55

Please indicate the source of your information.

Low/Mod percentage by census block group. 19.8% of 1650 = 326

Elderly percentage by census. 16% of 1650= 264

### D. ORGANIZATIONAL CAPACITY

This section is to be completed by all non-governmental applicants.

**HUD Grant Experience** for the past **three** years. N/A

HUD Grant Program	Purpose of Grant	Date(s) Obtained	Funding Amount

**Fiscal Year and Audit Reports** (Attach one copy of your Agency's most recent financial and audit reports.)

What is your agency's fiscal year?	7/2012- 6/2013
Date of your organization's most recently completed audit. (Month/Year)	1/2013 *
What fiscal year did this most recent audit include? (Month/Year - Month/Year)	7/2011-6/2012
Was this audit conducted in compliance with the Single Audit Act? (Yes or No)	N/A
Are there any outstanding audit findings which remain unresolved? If yes, please attach explanation.	no

\* Our first annual audit is not yet complete. Estimated to be completed in several weeks. I spoke with Jane Royer Barr on 12/28/12 and she said to write this note to explain that she will let us submit audit as soon as completed.

**Financial Management** - Refer to the Application Instructions for a list of mandatory federal requirements for management of CDBG funds.

## Organizational Structure

<b>Documents to Be Attached by Non-Profit and For-Profit Organizations</b>	
Articles of Incorporation and Bylaws	X
Organization Chart	X
List of the Board of Directors	X
Non-Profit Determination letters from the Federal Internal Revenue Service and the State Franchise Tax Board (Form 501 (c)3)	X

**Insurance Documentation** - All applicants, except County of Monterey Agencies, must submit a copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.) **with this application**. If funded, an updated insurance policy will be required with the County of Monterey listed as "additionally insured."

Is this a "faith-based" organization? \* X Yes or \_\_\_\_\_ No

\*Generally, a faith-based organization was founded or is inspired by faith or religion.

## **E. PROJECT BUDGET /LEVERAGING**

Projects that receive an award of CDBG funding are often awarded less than the amount originally requested. Discuss below whether your proposed activity could be undertaken with a reduced commitment of funding and if so, highlight how that would affect the scope of services you are proposing.

We anticipate that in order to service 100 clients this year we will need \$315,000. The majority of the funds are salaries for 1 Program manager and 2 service technicians. Average time per client is estimated at 1 person weeks. Each technician will require \$50K salary and benefits. If we receive less funds than requested, we would have to reduce work hours. So instead of a five day work week, we would work 4 days per week thereby effectively reducing the number of clients we can serve to 80 for the year. (salary would be reduced to \$40K per technician).

If we reduce to 3 days a week, we can serve 60 clients per year, (salary would be \$30k per technician)

If we reduce to 2 days a week, we could serve 40 clients a year.

If we receive less funds, we might omit emergency services and provide as many of the other services as we can.

We need one program manager (part time is possible but not preferred since this a new program that will require more work initially to install the correct procedures, processes and practices.

Identify sources of leveraged funding, including in-kind match, for this activity in the Tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, in-kind amount for volunteers, staff time, etc.).

## **1. Current Year Project Funding**

**TABLE I - HOUSING REHAB PROJECT FY 2012-13 ADOPTED BUDGET**

<b>Applicant:</b>	Monterey County Habitat for Humanity
<b>Project:</b>	NEW Project to begin 7/1/2013

### **Revenue**

	<b>(Specify Source)</b>	<b>Amount</b>	<b>Status*</b>
Source 1:	CDBG Grant		
Source 2:			
Source 3:			
Source 4:			
Source 5:			
<b>Total Revenue</b>		\$ -	

#### **Status\*:**

C = Committed Funds

P = Funds that have been applied for and decision is pending

N = Funds that have not yet been requested

### **Expenses \*\***

<b>Category</b>	<b>Amount</b>
Wages/Benefits	
Consultant/Contract Fees	
Travel/Mileage	
Rent	
Insurance	
Utilities	
Equipment (Rental, lease, purchase)	
Supplies, printing, postage	
Client Services (describe below)	
Other Expenses (describe below)	
<b>Total Expenses</b>	

**Budget Estimator:**

Name: Pat Canada  
Title: President  
Phone: 831-747-7673

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

## 2. Anticipated Project Funding

TABLE II - HOUSING REHAB PROJECT FY 2013-14 PROPOSED BUDGET

Applicant:	Monterey County Habitat for Humanity		
Project:	Home Repair and Safety Program		

### Revenue

	(Specify Source)	Amount	Status*
Source 1:	CDBG Grant	\$ 255,000	P
Source 2:	ReStore Sales	25,000	C
Source 3:	In kind volunteer labor	15,000	C
Source 4:	staff time	20,000	C
Source 5:			
<b>Total Revenue</b>		\$ 315,000	

### Status\*:

C = Committed Funds  
 P = Funds that have been applied for and decision is pending  
 N = Funds that have not yet been requested

### Expenses \*\*

Category	Amount
Wages/Benefits	\$ 215,000
Consultant/Contract Fees	2,000
Travel/Mileage	20,000
Rent	10,000
Insurance	10,000
Utilities	1,000
Equipment (Rental, lease, purchase)	4,500
Supplies, printing, postage	2,500
Client Services (describe below)	
volunteer labor	15,000
Other Expenses (describe below)	-
building materials	35,000
<b>Total Expenses</b>	\$ 315,000

### Budget Estimator:

Name:	Pat Canada
Title:	President
Phone:	831-747-7673

The CDBG grant will provide salaries and benefits for a Program Manager and two service technicians that will provide the repair services. It will also provide for the rehabilitations, insurance, travel costs, utilities, building permit fees when required and equipment rental. In addition, there will be tools and building materials needed.

## **F. AGENCY CERTIFICATIONS**

The following certification **must** be completed and signed **by an authorized agency representative** to be further considered for HUD program funding.

The undersigned agency hereby certifies that:

a. The information contained herein and in the attached is complete and accurate. No material information has been omitted, including financial information.

[U.S. Code, Title 31, Section 3729, False Claims, provides a civil penalty of not less than \$5,000 and not more than \$10,000, plus 3 times the amount of damages for any person who knowingly presents, or causes to be presented, a false or fraudulent claim; or who knowingly makes, or caused to be used, a false record or statement; or conspires to defraud the Government by getting a false or fraudulent claim allowed or paid. HUD will prosecute false claims and statements and conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)].

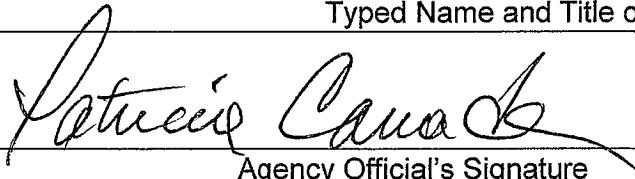
b. The agency certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency.

c. The agency shall comply with all federal and County policies and requirements applicable to the CDBG program as appropriate for the funding if received.

d. The federal assistance made available through the CDBG program funding is not being utilized to substantially reduce the prior levels of local financial support for community development activities.

e. If CDBG funds are approved for a facility:

- i. The agency shall maintain and operate the facility for its approved use for a period of not less than 5 years, unless given specific approval from HUD to do otherwise;
- ii. To the best of our knowledge, sufficient funds will be available to complete the project as proposed; and
- iii. To the best of our knowledge, sufficient funds will be available to operate the project for 5 years.

Habitat for Humanity Monterey County	
Name of Agency	
Patricia Canada, President of the Board of Directors	
Typed Name and Title of Agency Official	
	1/2/2013
Agency Official's Signature	Date of Signature
831-747-7673	pat.canada@habitatmonterey.org
Telephone Number of Agency Official	e-Mail Address of Agency Official

**COUNTY OF MONTEREY ENTITLEMENT AREA**  
**2013-14 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

**HOUSING REHAB PROJECT PROPOSAL**

**CAREFULLY READ THE ACCOMPANYING NOFA AND PUBLIC SERVICE PROPOSAL INSTRUCTIONS AND ANSWER ALL QUESTIONS AS SPECIFICALLY AS POSSIBLE.**

**A. APPLICANT INFORMATION**

1. Legal Name of Organization: GRID Alternatives
2. Mailing Address: 2900 El Camino Real  
City: Atascadero, CA Zip: 93422
3. Executive Director Name & Title: Erica Mackie, Executive Director
4. Organization's Website Address: [www.gridalternatives.org](http://www.gridalternatives.org)
5. Organization's DUNS #: 831.230.813 and Tax Payer ID #: 26-0043353
6. Contact Person Name & Title for Project Questions:  
Steven Fernandez, Central Coast Regional Director
  - a. Phone: (805) 769-9120 FAX: (805)980-5129
  - b. E-mail Address: [sfernandez@gridalternatives.org](mailto:sfernandez@gridalternatives.org)
7. Contact Person Name & Title for Financial Questions: Shana London, Controller
  - a. Phone: (510)-731-1340 FAX: (510) 225-2585
  - b. E-mail Address: [slondon@gridalternatives.org](mailto:slondon@gridalternatives.org)
8. Type of Housing Project:  Code Enforcement  Owner Occupied Housing Rehab
9. Number of Low/Mod Beneficiaries to be served by the Project: 15  
Cost-per-Beneficiary for this project (CDBG Request/CDBG Beneficiaries) = \$ 2,800
10. Title of Proposed Project: Monterey County Solar Affordable Housing Program
  - a. Address/Service Area of Project: Various residences in Monterey County Unincorporated Areas, Del Rey Oaks and Gonzales
  - b. Amount Requested for this Project: \$ 42,000
  - c. Amount of Leveraged Funds Available for this Project: \$ 162,013
  - d. Total Project Cost (all sources) \$204,013

\*Note: These amounts should equal the amounts in the Section E. Project Budget/Leveraging.

## **B. PROJECT INFORMATION**

Answer each of the following questions regarding your project. You may use more than the space provided for each question, but **the complete response for Section B, Questions 1 – 6, is not to exceed three pages.**

### **1. NEED**

Indicate the applicable CDBG program national objective that your project activity addresses.

Enter 1, 2, or 3 here: 1

1. Benefit low/moderate-income persons,
2. Aid in the prevention or elimination of slums or blight, or
3. Meet community development needs having a particular urgency.

Which of the following needs does the proposed project address? Please check one.

<b>Priority: Affordable Housing</b>
<input checked="" type="checkbox"/> Improve the quality of ownership housing through rehabilitation
<input type="checkbox"/> Improve the quality of ownership housing through code enforcement

Check if the proposed activity will:

Help prevent homelessness?  Help the homeless?

Help those with HIV or AIDS?  Help the disabled?

**In 500 words or less, provide a concise description of the proposed project.** Indicate how it will address the priority need indicated above. Provide data such as demographics, reports, and/or other information to document the need for your specific project in the Entitlement Area. Please specify if your project is targeted for the entire Entitlement Area, or specifically for Del Rey Oaks, Gonzales, or the unincorporated County areas.

GRID Alternatives will train and lead volunteers and job trainees to install solar electric systems for 15 low-income homeowners in Gonzales, Del Rey Oaks, and unincorporated areas of Monterey County. Each client is provided with outreach, education, system design and engineering, procurement of permits and equipment, an industry-standard 10-year labor warranty, preparation and submittal of utility interconnection and rebate paperwork. We also help clients obtain free energy efficiency and weatherization services through existing energy assistance programs.

According to a study from the Heschong Mahone Group, the percentage of household income spent on utilities by families qualifying for affordable housing programs is typically two to four times more than for the rest of the population. In some cases rising utility costs can put these families at risk of homelessness, particularly if a spike in prices coincides with financial hardship such as a major medical expenses or temporary loss of employment income. Over the long-term, rapid increases in energy costs are a major factor in the inability of low-income households to maintain housing affordability and prevent foreclosure and homelessness. We offer a solution for low-income homeowners.

The projects will provide long-term reductions in energy costs for low-income families, offer community members and job trainees hands-on experience in solar installation, and create high-profile demonstration projects to encourage greater adoption of solar technology throughout Monterey County.

HUD requires that all rehabilitation projects must have written, adopted rehabilitation standards. If a rehabilitation project, submit a copy of your adopted rehabilitation standards.

All systems are installed to meet the National Electric Code, industry standards, and local and national building, fire, and electric codes. All equipment is approved by the California Solar Initiative (CSI) and the systems are inspected by local jurisdictions and the utility to ensure that they meet required standards. See Attachment A: Installation Process and Quality Control for installation standards.

## 2. PERFORMANCE MEASUREMENTS / OUTCOMES

The three program performance **outcome** categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Outcomes are **results** that are achieved through your project activities, not the activities themselves. **Please check only one box on this page that best applies to your project's outcomes and objectives.**

### Outcome 1. Availability/Accessibility

This outcome applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to low/moderate-income people, including persons with disabilities.

#### **Objective:**

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

### Outcome 2. Affordability

This outcome applies to proposals which provide affordability in a variety of ways in the lives of low/mod-income people.

#### **Objective:**

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

### Outcome 3. Sustainability/Promoting Livable or Viable Communities

This outcome applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally low/mod-income people or by removing or eliminating slums or blighted areas.

#### **Objective:**

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

If this is a new project, describe how you will reach out to these beneficiaries?

Local agencies and affordable housing builders help us to reach clients. We have installed 82 projects in Monterey County, and also rely on word of mouth in low-income neighborhoods.

How will people or conditions in the community change as a result of what you do?

GRID Alternatives' makes solar practical for low-income communities, delivering long-term savings to families struggling to pay their bills. Savings can be used to buy food, clothing and other necessities supporting the local economy. Our program increases the long-term affordability of clients' homes by reducing their electric bills and insulating them from future rate increases. Over the 30-year lifetime of the solar electric systems, they will save each family an average of \$21,347.80. On average, clients save 75% on monthly electric bills while reducing greenhouse gas emissions.

How will you measure the effectiveness or impact of your project in meeting the needs of the persons assisted with these HUD funds?

GRID Alternatives tracks demographic data of the clients and project status using Salesforce Customer Relationship Management Database through installation and follow-up. This includes energy usage, energy costs before and after the project, energy efficiency measures implemented, permitting, interconnection, and inspection data, as well as economic analysis for each client to determine savings.

### **3. COST**

As required by the Federal Office of Management and Budget (OMB) and HUD, describe how the overall project budget is cost effective and reasonable for the anticipated result.

Monterey County CDBG funds, at \$2,800 per project (installation fee) for 15 projects, will be matched 4:1 through funding sources that are already committed. These matching funds are awarded upon completion of each project, totaling \$162,013 for the 15 projects and are sourced from corporations, rebates, foundations, and individual donations. Each household will save an average of \$21,347.80.

### **4. TIMELINESS/PROJECT READINESS**

Identify the person(s) responsible for overall program administration and financial management of the activity. Indicate how many years of experience they have managing CDBG or other HUD programs.

Steven Fernandez, Regional Director of GRID Alternatives Central Coast, has managed CDBG funds from San Luis Obispo County for one year and is responsible for program administration. Shana London, Controller based out of our headquarters, has managed CDBG financials for over ten years inside and outside of GRID Alternatives and will be responsible for financial management.

Identify all other persons involved in the delivery of services for this activity, noting whether these positions are current or pending this award.

All positions exist. An Outreach Coordinator manages client education and outreach including program, rebate and permit applications, scheduling, contracts, and utility interconnection. A Construction Manager manages system design, equipment procurement, inspections, and construction staff. A Solar Installation Supervisor leads installations in compliance with industry standards and local codes.

Discuss the timeline for the project including dates for start and completion and other significant stages such as hiring staff or securing a site, as applicable to your project.

Client Outreach will begin immediately and continue through March 2014. Installations will begin in October 2013 and continue until June 2014. Volunteer recruitment and training will begin immediately and continue through the year. Some tasks must take place two months after the installation and may be carried out after the end of the grant period, but all funds will be used during the grant period.

Attachment B: Implementation Schedule, shows the detailed schedule.

### **5. MANAGEMENT AND PAST EXPERIENCE**

Describe your organization's experience. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

GRID Alternatives is a licensed California C-10 electrical contractor and C-46 solar contractor. Our program has served more than 2800 low-income homeowners since it began in 2004. In 2011 we celebrated 1000 installations, and in October, 2012 we reached 1000 installations in 2012 alone. GRID Alternatives Central Coast has completed 295 installations in Monterey, San Luis Obispo, Santa Barbara, San Benito, and Santa Cruz Counties since opening in 2010.

### **6. COLLABORATION**

Identify any other agencies/partners in this activity and define the roles and responsibilities of these partners.

The Single-family Affordable Solar Homes (SASH) Program is one of the CSI's two low income programs offering rebates for solar systems to low-income homeowners in PG&E, SDG&E, and SCE territories. GRID Alternatives is the Program Manager for the SASH Program on behalf of the California Public Utilities Commission. These rebates help leverage other fundraising dollars. We partner with local affordable housing builders and local agencies to identify and reach many of our clients. In Monterey County this includes Community Housing Improvement Systems and Planning Association, Inc. (CHISPA) and South County Housing. We also partner with PG&E and their local Energy Watch program to provide energy efficiency services, maximizing clients' electricity savings. It also allows for smaller system design, giving us the ability to serve more families with our program.

## 7. HOUSING REHABILITATION (Owner Occupied, including mobile homes)

How many housing units do you anticipate rehabilitating during the program year? 110 in the counties of Monterey, Santa Cruz, San Luis Obispo, San Benito and Santa Barbara

How many will be CDBG funded if requested funds are received? 15

Is your housing rehabilitation program targeted to a specific area? If yes, please identify area (streets, **census tracts**, etc.) and attach map.

GRID Alternatives has 7 offices in California. The Central Coast office serves Monterey, San Luis Obispo, Santa Cruz, San Benito and Santa Barbara counties. In the region we are not targeting a specific area.

## C. HUD REQUIRED BENEFICIARY INFORMATION

### 1. Income Eligibility – Indicate how your organization verifies **income eligibility** of clients.

**\*Be sure to provide the documentation indicated for your selection(s)\***

<b>Area of Benefit.</b> Project service area has been identified and determined to be statistically low/mod-income based on the 2000 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low/mod-income percentage.	<u>Attach a map.*</u>
<b>Income Certification.</b> Clients independently "income-certify" on a membership form, intake form, etc.	
	If you use this method, please <u>attach blank "intake" form.</u> *
<b>Client Document Review.</b> Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff.	See Attachment C
	If you use this method, please <u>attach worksheet.</u> *
<b>Presumed Beneficiaries.</b> Clients served are <u>primarily and specifically</u> from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS.	
	If you use this method, please indicate which group.*
<b>Other.</b> Survey, other documentation (required documentation for other governmental programs, etc.).	<u>Please explain on a separate page.</u>

Note: HUD has not yet released new Low/Mod Income data using 2010 Census. Jurisdictions are instructed to use the existing 2000 Census data.

### 2. Race and Ethnicity – The Federal Office of Management and Budget OMB requires implementation of the data collection standards for federal grant recipients as described in the instructions.

Please see Attachment C: Client Intake Form and GRID Alternatives Application. The Intake Form will be included with our standard program application to provide race and ethnicity data

## PROVIDE A COPY OF YOUR PROGRAM'S "ELIGIBILITY" (CLIENT INTAKE) FORM.

Attachment C: Client Intake Form and GRID Alternatives Application.

### 3. Location of Beneficiaries

Indicate the beneficiaries to be served according to the geographic area to be covered.

Information Requested  (For Beneficiaries, indicate "P" for persons or "H" for households)	Total Number of Beneficiaries Estimated to be Served  <b>FY 2013-14</b>	Low/Mod Income Beneficiaries Estimated to be Served  <b>FY 2013-14</b>
Gonzales	2 H	2 H
Del Rey Oaks	2 H	2 H
Unincorporated Area	11 H	11 H
<b>TOTAL</b>	<b>15 H</b>	<b>15 H</b>

Please indicate the source of your information.

Our program qualifications require that all of our clients are at or below 80% of the Area Median Income, therefore all of the clients we serve fit this category. Attachment D: List of Eligible Homes shows a list of known eligible homes built by CHISPA, South County Housing, and the County of Monterey.

**D. ORGANIZATIONAL CAPACITY**

This section is to be completed by all non-governmental applicants.

HUD Grant Experience for the past three years.

HUD Grant Program	Purpose of Grant	Date(s) Obtained	Funding Amount
County of San Luis Obispo CDBG	GRID Alternatives Solar Affordable Housing Program	2011 ( Funded) 2012 (Awarded)	\$17,194 \$70,000
City of Livermore CDBG	GRID Alternatives Solar Affordable Housing Program	2011 (Awarded)	\$30,000
City of Pleasanton CDBG	GRID Alternatives Solar Affordable Housing Program	2011 (Awarded)	\$27,000
City of Upland CDBG	GRID Alternatives Solar Affordable Housing Program	2012 (Awarded)	\$12,500
City of Chico CDBG	GRID Alternatives Solar Affordable Housing Program	2012 (Awarded)	\$7,000
City of Pasadena CDBG	GRID Alternatives Solar Affordable Housing Program	2012 (Awarded)	\$50,000
City of San Diego CDBG	GRID Alternatives Solar Affordable Housing Program	2013 (Awarded) 2012 (Funded) 2010 (Funded)	\$186,000 \$170,000 \$59,810
City of Yuba City CDBG	GRID Alternatives Solar Affordable Housing Program	2012 (Funded)	\$10,000
	<b>TOTAL</b>	<b>Awarded</b> <b>Funded</b>	\$339,694 \$239,810
	<b>GRAND TOTAL</b>		\$639,504

**Fiscal Year and Audit Reports** (Attach one copy of your Agency's most recent financial and audit reports.)

See Attachment E: Report on Audit of Financial Statements

What is your agency's fiscal year?	January 1 – December 31
Date of your organization's most recently completed audit. (Month/Year)	March 7, 2012
What fiscal year did this most recent audit include? (Month/Year – Month/Year)	January 1, 2011 – December 31, 2011
Was this audit conducted in compliance with the Single Audit Act? (Yes or No)	Yes.
Are there any outstanding audit findings which remain unresolved? If yes, please attach explanation.	No

**Financial Management** - Refer to the Application Instructions for a list of mandatory federal requirements for management of CDBG funds.

## Organizational Structure

<b>Documents to Be Attached by Non-Profit and For-Profit Organizations</b>	
Articles of Incorporation and Bylaws	Attachments F, G, & H
Organization Chart	Attachment I
List of the Board of Directors	Attachment J
Non-Profit Determination letters from the Federal Internal Revenue Service and the State Franchise Tax Board (Form 501 (c)3)	Attachment K

**Insurance Documentation** - All applicants, except County of Monterey Agencies, must submit a copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.) **with this application**. If funded, an updated insurance policy will be required with the County of Monterey listed as "additionally insured." **See Attachment L**

Is this a "faith-based" organization? \*        Yes or X No

\*Generally, a faith-based organization was founded or is inspired by faith or religion.

## **E. PROJECT BUDGET /LEVERAGING**

Projects that receive an award of CDBG funding are often awarded less than the amount originally requested. Discuss below whether your proposed activity could be undertaken with a reduced commitment of funding and if so, highlight how that would affect the scope of services you are proposing.

If awarded less than the original request, GRID Alternatives will reduce the number of households that benefit from our Solar Affordable Housing Program in Monterey County.

Identify sources of leveraged funding, including in-kind match, for this activity in the Tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, in-kind amount for volunteers, staff time, etc.).

### **1. Current Year Project Funding**

Submit TABLE I - Housing Rehab or Code Enforcement Project FY 2012-13 Adopted Budget Form to provide details specific to a related project from fiscal year 2012-2013 ONLY; NOT the budget for your entire Agency or program. A copy of this file is included at the end of this section. The **Excel File** is available on the Community Development website.

### **2. Anticipated Project Funding**

Submit TABLE II - Housing Rehab or Code Enforcement Project FY 2013-14 Proposed Budget Form to provide detail specific to this project ONLY; NOT the budget for your entire Agency or program. Describe other funding identified for this project and when it will be secured. Indicate the staff person able to answer questions regarding this budget in the space provided for **Budget Estimator**. A copy of this file is included at the end of this section and the **Excel File** is available on the Community Development website.

**Briefly describe what this grant will pay for in the text box at the bottom of TABLE II.** If your program includes more than one component (i.e. emergency shelter, transitional housing, day care center, job training, transportation), include which specific component(s) will be paid for with the requested CDBG funds.

**TABLE I - HOUSING REHAB PROJECT FY 2012-13 ADOPTED BUDGET**

<b>Applicant:</b>	<b>GRID Alternatives</b>		
<b>Project:</b>	<b>Carmen L Cervantes Project - 9429 Comunidad Way, Castroville, CA 95012</b>		

**Revenue**

	<b>(Specify Source)</b>	<b>Amount</b>	<b>Status*</b>
Source 1:	Internal Funding Sources	\$7,559.37	C
Source 2:	Installation Fee	\$2,800	C
Source 3:			
Source 4:			
Source 5:			
<b>Total Revenue</b>		<b>\$ 10,359</b>	

**Status\*:**

C = Committed Funds

P = Funds that have been applied for and decision is pending

N = Funds that have not yet been requested

**Expenses \*\***

<b>Category</b>	<b>Amount</b>
Wages/Benefits	
Consultant/Contract Fees/Installation Fee	\$2,800
Travel/Mileage	
Rent	
Insurance	
Utilities	
Equipment (Rental, lease, purchase)	
Supplies, printing, postage	
Client Services (describe below)	
Solar Electric Equipment & Labor	\$7,559.37
Other Expenses (describe below)	
<b>Total Expenses</b>	
	<b>\$ 10,359</b>

**Budget Estimator:**

Name: Sandra Knapp

Title: Development Officer

Phone: (805) 769-9121

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

**TABLE II - HOUSING REHAB PROJECT FY 2013-14 PROPOSED BUDGET**

**Applicant:** GRID Alternatives  
**Project:** 15 Projects to be completed in Monterey County 2013-2014

**Revenue**

	(Specify Source)	Amount	Status*
Source 1:	Funding from internal sources	\$ 162,013	C
Source 2:	Installation fee (Monterey County CDBG Grant)	\$42,000	P
Source 3:			
Source 4:			
Source 5:			
<b>Total Revenue</b>		<b>\$ 204,013</b>	

**Status\*:**

C = Committed Funds  
 P = Funds that have been applied for and decision is pending  
 N = Funds that have not yet been requested

**Expenses \*\***

Category	Amount
Wages/Benefits	
Consultant/Contract Fees/Installation Fee	\$42,000
Travel/Mileage	
Rent	
Insurance	
Utilities	
Equipment (Rental, lease, purchase)	
Supplies, printing, postage	
Client Services (describe below)	
Other Expenses (describe below)	
Solar installation project cost and labor for 15 projects (average of \$13,600/project)	\$162,013
<b>Total Expenses</b>	
<b>\$ 204,013</b>	

**Budget Estimator:**

Name:	Sandra Knapp
Title:	Development Officer
Phone:	(805) 769-9121

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

The Monterey County CDBG will pay for our installation fee, estimated at \$2,800 per project for 15 projects. The installation fee will be matched 4:1 by GRID Alternatives through internal funding sources that are already committed. These matching funds are awarded upon completion of each project, totaling \$162,013 for the 15 proposed homes and are sourced from corporate sponsorships, rebates, foundation grants, and individual donations. The total project cost is \$204,013.77, with a total average cost per project of \$13,600.

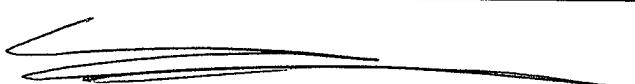
## **F. AGENCY CERTIFICATIONS**

The following certification **must** be completed and signed by an authorized agency representative to be further considered for HUD program funding.

The undersigned agency hereby certifies that:

- a. The information contained herein and in the attached is complete and accurate. No material information has been omitted, including financial information.

[U.S. Code, Title 31, Section 3729, False Claims, provides a civil penalty of not less than \$5,000 and not more than \$10,000, plus 3 times the amount of damages for any person who knowingly presents, or causes to be presented, a false or fraudulent claim; or who knowingly makes, or caused to be used, a false record or statement; or conspires to defraud the Government by getting a false or fraudulent claim allowed or paid. HUD will prosecute false claims and statements and conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)].
- b. The agency certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency.
- c. The agency shall comply with all federal and County policies and requirements applicable to the CDBG program as appropriate for the funding if received.
- d. The federal assistance made available through the CDBG program funding is not being utilized to substantially reduce the prior levels of local financial support for community development activities.
- e. If CDBG funds are approved for a facility:
  - i. The agency shall maintain and operate the facility for its approved use for a period of not less than 5 years, unless given specific approval from HUD to do otherwise;
  - ii. To the best of our knowledge, sufficient funds will be available to complete the project as proposed; and
  - iii. To the best of our knowledge, sufficient funds will be available to operate the project for 5 years.

GRID Alternatives	
Name of Agency	
Erica Mackie, Executive Director	
Typed Name and Title of Agency Official	
	10/30/12
Agency Official's Signature	Date of Signature
(510) 731-1314	emackie@gridalternatives.org
Telephone Number of Agency Official	e-Mail Address of Agency Official

**CDBG PROGRAM**  
**Project Proposal Checklist**  
**Program Year 2013-14**

Organization: GRID Alternatives  
Program

Project: Monterey County Solar Affordable Housing

Items to include for this application:

Application Information / Documentation		
CDBG Housing Rehab or Code Enforcement Application		
A	X	Application – Original and ten copies
B	X	Application – in Word format sent on CD
C	X	Statement of Activity or Income Statement for YE 2012 or FY 2012-13
D	X	Table I – Housing Rehabilitation Adopted Budget for FY 2012-13
E	X	Table II – Housing Rehabilitation Proposed Budget for FY 2013-14
F	X	Evidence of Insurance Coverage
G	X	Program Intake Policies and Procedures and Privacy Notice

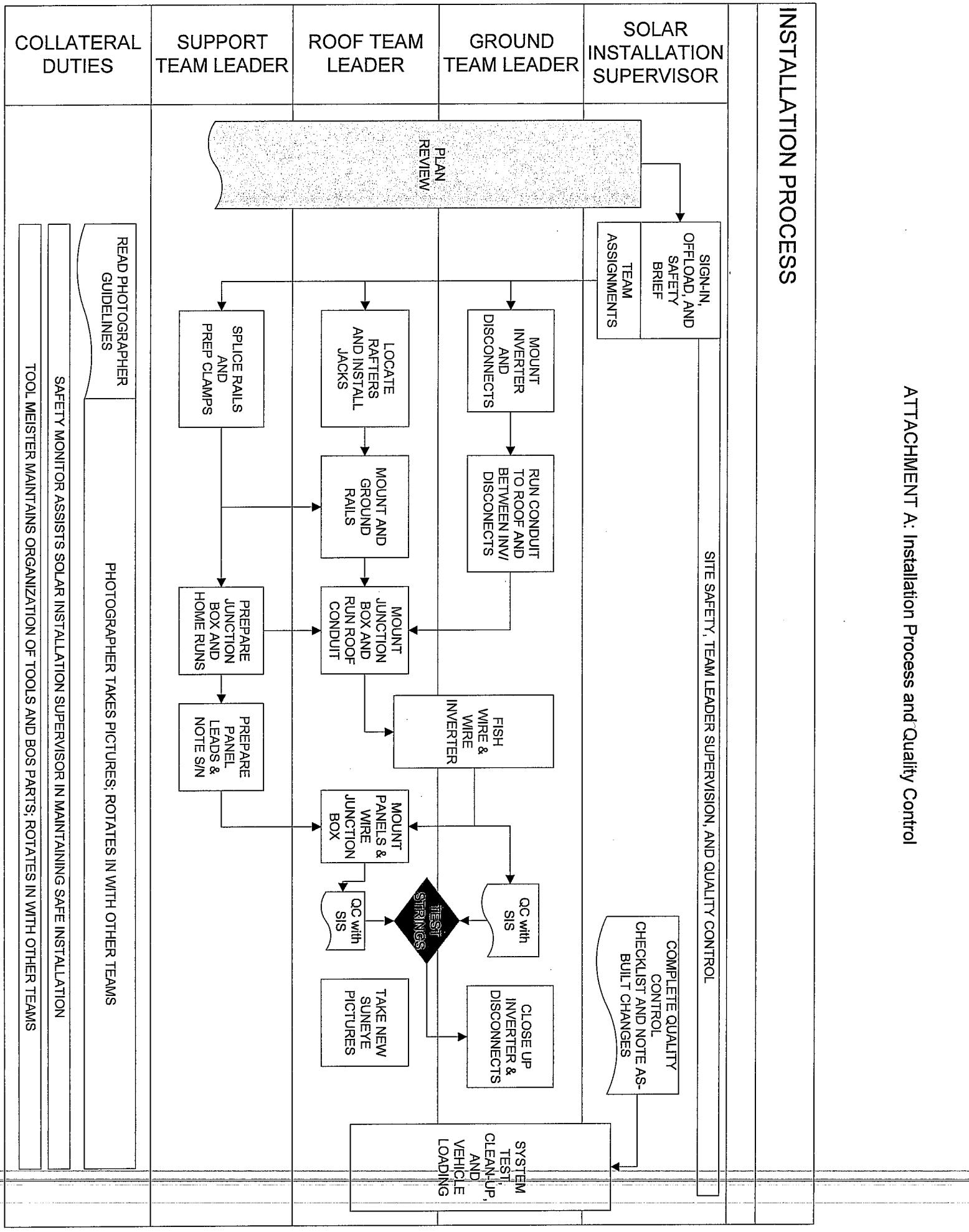
Items to include for each organization (Do not duplicate for each application.):

Organizational Information / Documentation			
A	X	Original	Most Recent Audited Financial Statement
B	X	Original	List of Board of Directors and Affiliations
C	X	Original	Organizational Chart

**PLEASE INCLUDE A COPY OF THIS CHECKLIST WITH YOUR ORIGINAL APPLICATION.**

#### ATTACHMENT A: Installation Process and Quality Control

## ATTACHMENT A: Installation Process and Quality Control



## GRID ALTERNATIVES: Quality Control Checklist

### SITE

Homeowner: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

Date: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_  
 Signature: \_\_\_\_\_

### COMMISSIONING

Ambient Temp (°F): \_\_\_\_\_  
 Insolation (W/m<sup>2</sup>): \_\_\_\_\_

Actual Output (W): \_\_\_\_\_  
 CEC-AC Rating from EPBB/FIWS (W) \_\_\_\_\_  
 Expected Output\* (W): \_\_\_\_\_

Verified EPBB  
 Checked system output exceeds expected output  
 Walked homeowner through inverter operation

Discussed next steps with homeowner  
 Checked that site is clean  
 Turned system off

### ROOF TEAM ITEMS

#### RACKING

All roof attachments are tight  
 Standoff screwed in tight to base  
 Sealant applied to top of flashing  
 All rail sections are grounded  
 Excess rail is trimmed

#### COMMENTS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

#### MICRO INVERTERS (IF APPLICABLE)

All inverters are firmly secured  
 All inverter connections are tight and secured away from roof  
 All inverters are grounded  
 End cap is securely fastened

#### COMMENTS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

#### MODULES

All module clamps are tight  
 All module connections are tight  
 All module grounding lugs are tight (if applicable)  
 All WEEBs are oriented correctly (if applicable)  
 All WEEB circular tabs completely under module frames (if applicable)  
 All modules are grounded  
 All module wiring is neatly secured away from roof  
 No wires are pinched between modules and rails

#### COMMENTS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

#### JUNCTION BOX

Line 3 is capped and appropriately insulated (**MI ONLY**)  
 Array lines 1 & 2 are terminated to load side of switch (**MI ONLY**)  
 Utility lines 1 & 2 are terminated to line side of switch (**MI ONLY**)  
 Positive wire is connected to positive module lead(s)  
 Negative wire is connected to negative module lead(s)  
 All connections in junction box pass tug test  
 Junction box fittings are tight  
 Junction box cover (and switch if needed) are secured

#### COMMENTS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

#### RACEWAYS

All conduit has been reamed  
 All conduit fittings are tight  
 All conduit is secured (3' from connector & every 10' for EMT)  
 No kinks or cuts in conduit  
 No more than 360° of bend between pulling points  
 Outdoor fittings are used in wet and damp locations  
 All conduit bodies are accessible  
 All conduit bodies are closed  
 Outdoor covers are used in wet and damp locations

#### COMMENTS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## GRID ALTERNATIVES: Quality Control Checklist

### GROUND TEAM ITEMS

ITEM	COMMENTS
<b>RACEWAYS</b>	
All conduit fittings are tight	
All conduit is secured (3' from fittings and every 10' for EMT)	
No kinks or cuts in conduit	
No more than 360° of bend between pulling points	
Outdoor fittings are used in wet and damp locations	
All conduit bodies are accessible	
All conduit bodies are closed	
Outdoor covers are used in wet and damp locations	
If conduit runs through exterior wall, holes have been caulked	
<b>AC DISCONNECT</b>	
Hot wires from utility terminated to line side (top)	
Hot wires from inverter terminated to load side (bottom)	
Neutral wire (if any) passes unbroken through disconnect	
Grounding wire (#8 or bigger) passes unbroken through disconnect	
Lock nuts and grounding bushings installed on both conduit fittings	
Set screws on grounding bushings are tight	
Disconnect is padlocked shut (if not integrated with inverter)	
<b>Inverter</b>	
Positive wire connects to + terminal	
Negative wire connects to - terminal	
Hot wire(s) (red and/or black) connect(s) to L1 and/or L2 terminals	
Neutral wire (if any) connects to AC neutral terminal	
Ground wires (green) connect to ground terminal (PE) and ground lug	
Lock nuts and grounding bushings installed on both conduit fittings	
Set screws on grounding bushings are tight	
Cover of inverter is secure with all screws and star washers	
Lock nuts and grounding bushings installed on both conduit fittings	
<b>WIRING</b>	
All connections pass the tug test	
All strands of wire are in terminations	
Wire is stripped so insulation is not in termination	
Exposed wire in termination is kept to a minimum	
Wire insulation is not scuffed or broken anywhere	
<b>ELECTRICAL PANEL &amp; LABELING</b>	
Circuit breaker is securely snapped in	
Lock nuts and grounding bushings installed on both conduit fittings	
Set screws on grounding bushings are tight	
Site diagram label is secured near meter	
AC disconnect is labeled	
DC disconnect is labeled	
Electrical panel is labeled	
<b>Commissioning</b>	
Polarity is correct (i.e. V between positive wire and ground is positive)	
AC Voltage at inverter is close to 240V	
DC Voc is close to expected value	

**\*\* NOTE: IF SYSTEM HAS NOT BEEN PROPERLY COMMISSIONED, INVERTER  
(OR DISCONNECTS) SHOULD BE LOCKED IN THE OFF POSITION.**

## ATTACHMENT B: Implementation Schedule

Client Outreach tasks will begin immediately and continue through March 2014. Engineering and Design tasks lag Outreach tasks by several weeks. The first installations will take place October to December. Installations will continue throughout the period, averaging one to two per month. Six to eleven installations can be expected to be complete by the end of February with the remaining installations complete by June 30th. Volunteer Recruitment and Training tasks will begin immediately and continue throughout the period. Some Client Post-Installation tasks may be carried out after the end of the grant period, as they must take place approximately two months after the solar system has been installed. However, all grant funds will be expended during the grant period.

Major Tasks		Time Period			
		Quarter 1 Jul. 1 2013 – Sept. 30 2013	Quarter 2 Oct. 1 2013 – Dec. 31 2013	Quarter 3 Jan. 1 2014 – Mar. 31 2014	Quarter 4 Apr. 1 2014 – Jun. 30 2014
Client Outreach/Engineering and	<p>Contact all pre-screened clients on GRID Alternatives waiting list and inquire if they are interested.</p> <p>Conduct client outreach to additional clients through relationships with faith based institutions, non-profit organizations, City programs, neighborhood flyers.</p> <p>Conduct site visits at the homes of any potential clients.</p> <p>Enroll eligible clients in PG&amp;E's CARE and Energy Partner programs.</p> <p>Obtain signed standard client applications and attachment requirements.</p> <p>Size system for selected site, accounting for available roof space, electricity usage, and any standard size restrictions.</p>				
Volunteer Recruitment and Training	<p>Recruit volunteers and obtain signed volunteer applications. Applicants must provide two references and confirm that they are 18 or older.</p> <p>Screen all volunteers based on their applications.</p> <p>Conduct at least 1 standard volunteer training session per month that covers safety protocol in detail – All volunteers will be required to attend training session</p>				
Engineering & Design	<p>Pull electrical permit on behalf of each client scheduled for installation</p> <p>Order equipment on behalf of clients scheduled for installation</p> <p>Coordinate delivery of solar electric equipment</p>				
PV System Installation	Install solar systems on low-income residences using volunteers supervised by GRID Alternatives' staff. The number of volunteers at each installation and on a roof at any given time will be limited to effectively oversee volunteers and ensure their safety. Volunteer waiver forms will be collected prior to installation.				
Client Post Installation	Provide clients whose systems were installed with warranty information, and training on system maintenance and how to read their utility bill.				



## Monterey County Solar Affordable Housing Program

## Client Intake Form

Head of Household Name \_\_\_\_\_

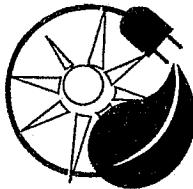
Address \_\_\_\_\_ City \_\_\_\_\_ Telephone Number \_\_\_\_\_

Female Headed Household: Yes No

Disabled: Yes No

Indicate the Ethnicity of the Head of Household (Circle one):	Hispanic or Latino
	Non-Hispanic or Non-Latino

Indicate the Race of the Head of Household (Circle one):	American Indian/Alaskan Native	Asian
	Black/African American	Native Hawaiian/Other Pacific Islander
	White	Asian & White
	American Indian/Alaskan Native & Black/African American	American Indian/Alaskan Native & White
	Black/African American & White	Other Multi-Racial



# GRID Alternatives

General SASH Contact Information  
**SASH@gridalternatives.org**  
 Toll free: 1-866-921-4696

**Inland Empire Office**  
 Phone: 888-496-4743  
 Phone: 951-272-4743

**Central Coast Office**  
 Phone: 805-351-3344  
 Fax: 805-980-5129

**Los Angeles Office**  
 Phone: 310-324-8146  
 Fax: 310-388-0288

**San Diego Office**  
 Phone: 619-239-4743  
 Fax: 619-923-3361

**Oakland Office**  
 Phone: 510-652-4730  
 Fax: 510-225-2585

**North Valley Office**  
 Phone: 530-217-6115  
 Fax: 530-267-8803

## Single-Family Affordable Solar Homes (SASH) Application

**Instructions:** Complete this application, including review and acceptance of the Declarations and Agreements, and submission of all requested documents. If you have any questions, please call GRID Alternatives at the appropriate number listed above.

Applicant Contact Information			
First Name	Last Name		MI
Street Address			City
State CA	County	Zip Code	Email
Home Phone	Business Phone	Cell	

**Household Income Information** (*List all non-renting residents who claim the property as their primary residence. Attach separate page if more than five household members.*)

Name (First, Last)	Gross Annual Income (most recent available)
Homeowner:	\$
Household Member #2:	\$
Household Member #3:	\$
Household Member #4:	\$
Household Member #5:	\$
Total Household Income: Total income (1040 - Line 22; 1040A - Line 15; 1040EZ - Line 4)	\$

### Homeowner Information ( This section is *optional*)

Ethnicity (circle):	White	Latino/a	Asian	Black/African American	Other (list)
Gender:	Female	Male	Senior (62 or older):	Yes	No
Disabled:		Yes	No		
Veteran?		Yes	No		

### Other Documents/Information Required:

1. Most recent available Federal Income Tax Return (Form 1040, 1040A, or 1040EZ) for each member of the household or a certification that they are not legally required to file federal tax returns.
2. Most recent copy of homeowner's insurance if available. Otherwise, please provide one of the following items: title or deed or property tax bill or mortgage statement.
3. A copy of your most recent electricity bill.
4. Application for the LIEE and CARE programs, if applicable.
5. Proof that your residence is California Public Utilities Code 2852 compliant.



SASH is a program that is part of the California Solar Initiative and funded by California utility ratepayers under the auspices of the California Public Utilities Commission.

**Declarations and Agreements:**

By participating in the SASH Program, I understand that:

1. I am aware of the requirements and conditions of receiving funds managed by the California Public Utilities Commission (CPUC) and agree to comply with all such requirements and California Solar Initiative Program Handbook.
2. SASH is ratepayer funded program that is managed by the CPUC and GRID Alternatives and that my application and all project information will be available to the CPUC upon their request.
3. Filling out this application does not guarantee participation in the SASH Program, and GRID Alternatives has the right to deny my participation in the program.
4. There may be a cost associated with the photovoltaic solar generating equipment, depending on my income. GRID staff will discuss these potential costs before continuing the process toward installation.
5. GRID Alternatives will confirm my income status and property address in an existing public database that tracks statewide low-income housing data. My personal identification will **not** be disclosed.
6. As a condition for my eligibility to receive the SASH incentive, I will be required, if eligible, to enroll into the Low-Income Energy Efficiency (LIEE) Program offered by my electric utility provider. LIEE is a free program that provides a range of energy efficiency measures including lighting, low-flow showerheads, window/door sealing, attic insulation, and refrigerators, among others. I understand that a LIEE contractor will contact me regarding this program to schedule an energy efficiency audit to determine which measures qualify for my home. If those measures are not immediately available, I will be placed on a waiting list. If I decline LIEE services prior to my SASH solar installation, and I am eligible for the LIEE efficiency measures, GRID can decline to install my solar system until LIEE measures are implemented.
7. GRID works with my electric utility provider to enroll me in LIEE and that proof of my income and supporting documentation may be shared with my utility provider in order to expedite my LIEE enrollment.
8. I must provide all required documents and signatures.
9. I will need to fill out additional required forms and legal documents related to my project.
10. I and other members of my household are encouraged to work on my system installation, other installations, and/or other GRID Alternatives' program activities, under the supervision of a professionally licensed solar contractor.
11. Trained volunteers, under the supervision of professionally licensed solar contractors, will have access to my home for the purpose of installing a solar electric system.
12. The solar electric system, if installed, will not provide electricity when the utility company is not able to supply power (i.e. during a blackout).
13. I grant GRID Alternatives permission to access my electricity usage history from my electric utility provider's website in order to calculate the appropriate size of my PV-solar system.
14. The solar electric system, if installed, may reduce my electricity bills, but will not eliminate them completely.

I certify that:

15. I am not in the process of selling my house.
16. I am not currently facing financial insolvency (i.e. bankruptcy).
17. I own the property listed on this application and that it is my primary residence.

**Indemnification:** To the greatest extent permitted by applicable law, I agree to indemnify, defend, and hold harmless GRID Alternatives, its affiliates, subsidiaries, current and future parent companies, officers, managers, directors, agents, and employees from all claims, demands, losses, damages, costs, expenses, and liability (legal, contractual, or otherwise), which arise from or are in any way connected with any: (1) decision, action, or inaction by GRID Alternatives regarding my participation or non-participation in the SASH Program; (2) violation of local, state, or federal common law, statute, or regulation, including but not limited to environmental laws or regulations; or (3) strict liability imposed by any common law, statute or regulation; so long as such conduct, violation, or strict liability (as set forth in (1) - (3) above) arises from or is in any way connected with the SASH Program, including my or any third party's performance or failure to perform with respect to the SASH Program, however caused, regardless of any negligence of the GRID Alternatives, their officers, managers, or employees, excepting only such loss, damage, or liability that is caused by the willful misconduct of GRID Alternatives, its officers, managers, or employees.

**Limitation of Liability:** Without limiting the foregoing indemnification, GRID Alternatives shall not be liable to me or any of my respective contractors or subcontractors for any special, incidental, indirect or consequential damages whatsoever, including, without limitation, loss of profits or commitments, whether in contract, warranty, indemnity, tort (including negligence), strict liability or otherwise arising from GRID Alternatives performance or nonperformance of its obligations as Program Manager under the SASH Program.

**I declare under the penalty of perjury that the information in this form and the supporting documentation submitted herewith is true and correct to the best of my knowledge.**

Signature (Applicant): \_\_\_\_\_

Date: \_\_\_\_\_

**COUNTY OF MONTEREY ENTITLEMENT AREA  
FY 2013-14 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

**PUBLIC FACILITY/INFRASTRUCTURE PROJECT PROPOSAL**

**CAREFULLY READ THE ACCOMPANYING NOFA AND PUBLIC FACILITY PROPOSAL  
INSTRUCTIONS AND ANSWER ALL QUESTIONS AS SPECIFICALLY AS POSSIBLE.**

**A. APPLICANT INFORMATION**

1. Legal Name of Organization: *County of Monterey*
2. Mailing Address: *168 W. Alisal Street, 2<sup>nd</sup> Floor*  
City: *Salinas* Zip: *93901*
3. Executive Director Name & Title: *Robert K. Murdoch, P.E. Director of Public works*
4. Organization's Website Address: *http://www.in.co.monterey.ca.us/publicworks/*
5. Organization's DUNS #: *809121200* and Tax Payer ID #: *946000524*
6. Contact Person Name & Title for Project Questions:

*Patricia A. Lopez, Management Analyst III  
Dave Pratt, Management Analyst III*

- a. Phone: *831-755-8998 or 831-755-4982* FAX: *831-755-4958*
- b. E-mail Address: *lopezp@co.monterey.ca.us or prattdw@co.monterey.ca.us*
7. Contact Person Name & Title for Financial Questions:  
*Shawne Ellerbee, Administration & Finance Manager  
Monterey County Resource Management Agency*  
a. Phone: *831-755-4794* FAX: *831-755-4958*  
b. E-mail Address: *EllerbeeS@co.monterey.ca.us*
8. Type of Project:
  - a. Please identify the type of facilities

<input type="checkbox"/> Parks and Recreation Facilities	<input type="checkbox"/> Libraries	<input type="checkbox"/> Civic Centers
<input type="checkbox"/> Streets and Sidewalks	<input type="checkbox"/> Infrastructure (Please specify, e.g. drainage)	<input checked="" type="checkbox"/> Other Facilities (multi-purpose facility including library, sheriff and others )

b. Please identify the type of improvements

<input type="checkbox"/> Acquisition	<input type="checkbox"/> New Construction	<input type="checkbox"/> Expansion
<input type="checkbox"/> Rehabilitation/Improvement	<input checked="" type="checkbox"/> ADA Improvements	

9. Number of Low/Mod Beneficiaries to be Served by the Project: 2,318

Cost-per-Beneficiary for this project (CDBG Request/CDBG Beneficiaries) = \$54.36

10. Title of Proposed Project: *Pajaro Mansion Improvement Project*

- a. Address/Service Area of Project: *29 Bishop Street, Pajaro, CA*
- b. Amount Requested for this Project: *\$126,000*
- c. Amount of Leveraged Funds Available for this Project: *\$100,790*
- d. Total Project Cost (all sources) : *\$226,790*

\*Note: These amounts should equal the amounts in the Section E. Development Budget/Leveraging.

## **PROJECT INFORMATION**

Answer each of the following questions regarding your project. You may use more than the space provided for each question, but the complete response for Section B, Questions 1 – 6, is not to exceed three pages.

### **1. NEED**

Indicate the applicable CDBG program national objective that your project activity addresses.

Enter 1, 2, or 3 here: 1, 3

1. Benefit extremely-low, very low- and low/moderate-income persons,
2. Aid in the prevention or elimination of slums or blight, or
3. Meet community development needs having a particular urgency.

Check if the proposed activity will:

Help prevent homelessness?  
 Help those with HIV or AIDS?

Help the homeless?  
 Help the disabled?

**In 500 words or less, provide a concise description of the proposed project.** Indicate how it will address the priority need indicated above. Provide data such as demographics, reports, and/or other information to document the need for your specific project in the Entitlement Area.

HUD requires that all rehabilitation projects must have written, adopted rehabilitation standards. If a rehabilitation project, submit a copy of your adopted rehabilitation standards. Please specify if your project is targeted for the entire Entitlement Area, or specifically for Del Rio Oaks, Gonzales, or the unincorporated County areas.

## Project Description

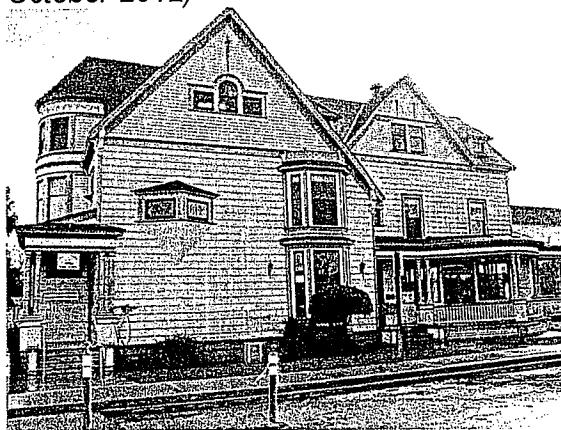
The Pajaro Mansion Improvement Project consists of construction of Exterior improvements & ADA improvements at the Porter Vallejo Mansion located at 29 Bishop Street, in the un-incorporated community of Pajaro, California in North Monterey County. A Facility Assessment was preformed in November 2008 which assessed structural and Americans with Disability Act (ADA) needs (Attached)

The Exterior repairs include repair of steps and landings to the Main Entry and to the Branch Library, repair to selected windows, and repair and cleaning of gutters and downspouts, new linings for existing wood gutters; fabrication and installation of new redwood spindles to replace existing deck and porch spindles that are damaged or missing. These improvements will be fully funded with County General Funds.

The ADA improvements will be determined through the ADA specific design process. CDBG funding, if awarded, will be used to design and construct ADA improvements in order to make the facility ADA accessible.

The Porter Vallejo Mansion, is a Victorian style building built circa 1880 and restored in 1995. The mansion is currently used as a multipurpose County owned facility and serves residents in the unincorporated community of Pajaro in North Monterey County. Mansion tenants include: Pajaro Branch Library, Office of the Sheriff (sub-station), Department of Employment and Social Services satellite office and Together In Pajaro (non-profit emergency relief). The County leases the adjacent building at 29-A Bishop to a branch office of Clinica de Salud. The Clinica de Salud is not part of the proposed ADA improvements project.

The community of Pajaro is in Census Tract 010101, Block 1(See attached census tract map and project site plan). 2,851 or 61% of the total 4,696 residents residing within the Pajaro Census tracts are classified as Low/Moderate Income (Source: U.S Census Bureau, Census 2000). There were 659 households. The median income is \$38,315. The median age within the Pajaro CDP is 22.8. (Source: See attached, U.S Census Bureau, Profile of General Demographic Characteristics, Census 2000). Unemployment rate for the Pajaro CDP is 8.8% (Source: See attached, State of California Employment Development Department, Monthly Labor Force Data for Cities and Designated census Places (CDP), October 2012)



## 2. PERFORMANCE MEASUREMENTS / OUTCOMES

The three program performance **outcome** categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). **Please check only one box on this page that best applies to your project's outcomes and objectives.**

## **Outcome 1. Availability/Accessibility**

This outcome applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to extremely low-, very low- and low/moderate-income people, including persons with disabilities.

### **Objective:**

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

## **Outcome 2. Affordability**

This outcome applies to proposals which provide affordability in a variety of ways in the lives of extremely low-, very low- and low/moderate-income people.

### **Objective:**

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

## **Outcome 3. Sustainability/Promoting Livable or Viable Communities**

This outcome applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally extremely low-, very low- and low/moderate-income people or by removing or eliminating slums or blighted areas.

### **Objective:**

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

If this is a new project, describe how you will reach out to these beneficiaries?

*The County of Monterey will advise beneficiaries of the project scope and schedule through community meetings as well as public meetings including the Board of Supervisors Committee meetings (Budget Committee, Capital Improvement Committee) and Board meetings. Information about the project scope and status will also be available on the County of Monterey web site.*

How will people or conditions in the community change as a result of what you do?

*The project will improve public and employee safety and increase public access through the implementation of needed ADA improvements. According to a facility assessment conducted in November 2008, the mansion is ADA compliant only on the first floor with respect to approaches to the front of the building and restrooms. Access to the second and third floor is by foot up steep stairs either located in the front or rear of the building only. There was a call button installed in the foyer for individuals to use to reach staff located on the second floor for assistance. The hall to the kitchen and the kitchen area are not ADA compliant.*

*The project will also prevent blight in the community by preventing further deterioration of the structure.*

How will you measure the effectiveness or impact of your project in meeting the needs of the persons assisted with these HUD funds?

*Effectiveness of project will be measured by completion of improvements in conformance with ADA guidelines and with Secretary of Interior's Guidelines for the Treatment of Historic Structures.*

### 3. COST

As required by the Federal Office of Management and Budget (OMB) and HUD, describe how the overall project budget is cost effective and reasonable for the anticipated result.

*The project scope and budget for the ADA improvements will include industry standards for construction projects including Architectural and Engineering; Environmental including CEQA, NEPA, SHPO; pre-construction activities including reports and testing and permitting; construction management and construction.*

*The County will hire an architect and/or engineering firm to design the ADA improvements in accordance with all applicable Public contract laws and the County of Monterey Contracts Purchasing standards to secure the best value for the County*  
<http://www.co.monterey.ca.us/admin/solicitcenter.htm>.

*The project will be advertized and awarded for construction to the lowest bidder. The bid items will be created using quantifiable units of work (vs. lump sum items) and additive alternates to account for changes in quantities of work resulting from the additional condition assessment.*

### 4. TIMELINESS/PROJECT READINESS

Identify the person(s) responsible for overall program administration and financial management of the activity. Indicate how many years of experience they have managing CDBG or other HUD programs.

*Dave Pratt, Management Analyst III is assigned as Project Manager for this project and will be responsible for overall program administration and financial management of the project. He will oversee all aspects of the project including planning, coordination, and procurement professional services for design and construction. Dave Pratt will coordinate and monitor all project activities to insure that the project is completed on schedule and within budget.*

*The Department of Public Works (DPW) Project Development (PD) staff will assist the Project Manager with all of the CDBG grant administration requirements. The PD staff has over 20 years of combined experience in the administration and financial management of local, state and federal grants that include, but are not limited to, CDBG grants, HOME Program, Department of Transportation, and most recently the Department of Energy's (DOE) Federal Stimulus, Energy Efficiency Block Grant Program (EECBG).*

Identify all other persons involved in the delivery of services for this activity, noting whether these positions are current or pending this award.

Other Project Staff	Department	Status
Marvin A. Rose, Executive Management Specialist	DPW, Architectural Services	Current
Patricia A. Lopez, Management Analyst III	DPW, Project Development	Current
Florence Kabwasa-Green, Management Analyst II	DPW, Project Development	Current
Ogarita Carranza, Management Analyst II	DPW, Project Development	Current
Paul Greenway, P.E., Assistant Public Works Director	DPW, Project Development	Current
Rita Hickman, Senior Secretary	DPW, Architectural Services	Current
Irma Estrada, Senior Secretary	DPW	Current

Discuss the timeline for the project including dates for start and completion and other significant stages such as hiring staff or securing a site, as applicable to your project. Indicate if this project is ongoing in nature.

Task	Start	Finish	Status:
Design Exterior improvements	FY 2013	December 2013	100% Complete
Advertise Exterior improvements	February 2013	March 2013	
Construction Exterior improvements	March 2013	June 2013	
Design ADA improvements	July 2013	March 2014	
Environmental including CEQA and NEPA	July 2013	March 2014	
Advertise for ADA improvements	March 2014	June 2014	
Construction	June 2014	FY 2015	

## 5. MANAGEMENT AND PAST EXPERIENCE

Describe your organization's experience. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.

*The County of Monterey, Department of Public Works, Architectural Services Division manages facility construction projects and has completed numerous construction projects for the County of Monterey including the Installation of Photovoltaic System at the Public Works Yard in Salinas, CA (2012), County of Monterey Health Department Administration Building (October 2009) and the Japanese School House renovation in Castroville, CA (November 2009).*

*The County of Monterey, Department of Public Works, Project Development Division is responsible for securing and administrating grants as well as providing project management support for capital projects. Project Development staff have over 20 years experience administering both state and federal grant awards including various Department of Transportation grants, CDBG grants, and most recently the Department of Energy's (DOE), Energy Efficiency Block Grant Program (EECBG) (December, 2010 through December, 2013).*

## 6. COLLABORATION

Identify any other agencies/partners in this activity and define the roles and responsibilities of these partners.

If you have no collaborative partners explain how you propose to coordinate your services with other community agencies in order to leverage resources.

County of Monterey Board of Supervisors (BOS)	<i>The Capital Improvement and the Budget committees reviewed, supported, and recommended approval of the scope of work and budget to the BOS .</i>
County Redevelopment Agency/Economic Development Agency	<i>Served as Project lead agency through December 2011. Funded and initiated design of exterior repairs and investigative demolition.</i>
Historic Resources Review Board	<i>Reviewed and provided input to staff and architect during the design phase. Supported the final drawings and scope in advance of seeking Board approval.</i>

## 7. PROPERTY INFORMATION

Complete applicable items for all public facility and infrastructure projects (including acquisition, rehabilitation, and demolition).

Who (agency name) is the legal owner of the property?

*County of Monterey*

If you are pursuing site control, please present the timeline to obtain firm site control.

*N/A*

Who (agency name) will be the final owner of the property?

*County of Monterey*

Square footage of proposed building or building addition:

*Approximately 10,000 s.f.*

Square footage of construction site parcel:

*24,900 s.f.*

Length of improvements if street, water, or sewer project:

*N/A*

Service capacity of existing facility:

*4,696 residents*

Improved capacity of the facility:

Age of structure: 130 years      Historic status: Registered

## 8. FAIR LABOR STANDARDS ACT COMPLIANCE

Construction projects over \$2,000 are subject to Davis-Bacon Prevailing Wage reporting regulations. If applicable to your project, answer the following questions:

Who (person) will administer your Davis-Bacon compliance? *Dave Pratt*

Prior Related Experience: YES, *Department of Energy, Energy Efficiency and Conservation Block Grant Program (EECBG), December 2010 through December 2012; Grant # EE000897*

Phone number: 831-755-4982      Fax Number: 831-755-4688

E-mail Address: PrattDW@co.monterey.ca.us

**9. IMPLEMENTATION SCHEDULE** - Attach a separate page if necessary.

Major Milestones	Month/Year to Begin	Month/Year to End
Design Exterior improvements	FY 2013	December 2012
Advertise Exterior improvements	February 2013	March 2013
Construction Exterior improvements	March 2013	June 2013
Design ADA improvements	July 2013	March 2014
Environmental including CEQA and NEPA	July 2013	March 2014
Advertise for ADA improvements	March 2014	June 2014
Construction	June 2014	FY 2015

**10. GEOGRAPHIC BOUNDARIES**

Describe the geographic boundaries and census tracts of the neighborhood, community, or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed. **See Attached Area Benefit map.**

*The Pajaro Mansion Improvement Project is located at 29 Bishop Street in the community of Pajaro, CA, Monterey County Assessor's Parcel Number (APN) 117-323-013. The service area is in the Pajaro Census Designated Place (CDP) in Census Tract, 010101, Block 1.*

**11. MAINTENANCE AND OPERATIONS BUDGET**

All capital improvements or facilities projects will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. Only applicants requesting funding for proposals for CONSTRUCTION must complete this section.

**Who** (agency name) will be responsible for the ongoing maintenance and operations of the facility?  
*The County of Monterey, Department of Public Works, Facilities Division*

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Attach the proposed maintenance and operations budget reflecting both expenditures and revenue (sources and amounts) for a Five-Year service period. HUD program income is the income generated by the use of the facility, less the operating costs associated with generating the income. The County considers utilities, maintenance and general facility maintenance to be operating costs that should be subtracted from revenue to determine program income. A copy of the County of Monterey's Program Income Reuse Policy and Procedures may be requested by sending an e-mail to the County.

An authorized person representing the responsible organization must sign the certification on the next page.

### Certification of Maintenance and Operations Budget

The governing body of County of Monterey a Public, Quasi-Public, or Non-Profit entity, has the financial capacity and is willing to assume the maintenance and operation responsibility and costs associated with the indicated Community Development project. This body has reviewed the proposed operation and maintenance budget stated above and to the best of its ability has determined this budget to be a true and accurate estimate of the annual maintenance and operation costs for the proposed budget.

The following is the name and address of the entity which is proposed to provide maintenance and operation services for the proposed project:

Full Name: County of Monterey, Department of Public Works, Facilities Division

Street Address: 168 West Alisal Street, 2<sup>nd</sup> Floor

City, State, Zip Code: Salinas, CA 93901

It is understood that without a commitment for maintenance and operation, the indicated project may not be considered for funding under the Community Development Block Grant Program. Should this project be funded, a formal Maintenance and Operations Contract between the County and entity providing maintenance and operations services shall be written and signed before any funds can be released.

Please note that Community Development Block Grant Funds may not be utilized for ongoing maintenance and operation costs of capital improvements/facilities.

Acknowledged by Authorized Agency Representative:

  
Title of Authorized Agency Representative: Public Works Director

Date Certification Signed: 12/21/12

**C. HUD REQUIRED BENEFICIARY INFORMATION**

**1. Income Eligibility** – Indicate how your organization verifies **income eligibility** of clients.

**\*Be sure to provide the documentation indicated for your selection(s)\***

<b>Area of Benefit.</b> Project service area has been identified and determined to be statistically low/mod-income based on the 2000 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low/mod-income percentage. (Refer to Census Block Group data provided with the Application Instruction.) <u>See Attached Area Benefit Map.*</u>	✓ Census Tract 010101, Block 1
<b>Income Certification.</b> Clients independently "income-certify" on a membership form, intake form, etc. If you use this method, please <u>attach blank "intake" form.</u> *	
<b>Client Document Review.</b> Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please <u>attach worksheet.</u> *	
<b>Presumed Beneficiaries.</b> Clients served are <u>primarily and specifically</u> from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. <u>If you use this method, please indicate which group.*</u>	
<b>Other.</b> Survey, other documentation (required documentation for other governmental programs, etc.). <u>Please explain on a separate page.*</u>	

Note: HUD has not yet released new Low/Mod Income data using 2010 Census. Jurisdictions are instructed to use the existing 2000 Census data.

**2. Race and Ethnicity** – The Federal Office of Management and Budget (OMB) required implementation by December 31, 2002, of the data collection standards for federal grant recipients as described in the instructions.

**PROVIDE A COPY OF YOUR PROGRAM'S "ELIGIBILITY" (CLIENT INTAKE) FORM**

**See attached Pajaro CDP –demographic info-census 2000**

### 3. Location of Beneficiaries

Indicate the beneficiaries to be served according to the geographic area to be covered.

Information Requested  (For Beneficiaries, indicate "P" for persons or "H" for households)	Total Number of Beneficiaries Estimated to be Served  <b>FY 2013-14</b>	Low/Mod Income Beneficiaries Estimated to be Served  <b>FY 2013-14</b>
Gonzales		
Del Rey Oaks		
Unincorporated Area	4696	2815
<b>TOTAL</b>	<b>4696</b>	<b>2815</b>

Please indicate the source of your information.

*Source: U.S Census Bureau 2000, Census Tract Census Tract 010101, Block 1;  
County of Monterey 2013-14 CDBG Public Facility/Infrastructure Proposal Instructions, Appendix A.*

Answer the following questions, or indicate N/A, about the beneficiaries of this Project

- a. Number of persons with access to a **new** facility or infrastructure that did not previously exist or was not available for this new purpose. **N/A**
- b. Number of persons with access to an **improved** or expanded facility or infrastructure. **4,696**
- c. Number of beds created in overnight shelter or other emergency housing. **N/A**

#### **D. ORGANIZATIONAL CAPACITY N/A**

This section is to be completed by all non-governmental applicants.

**HUD Grant Experience** for the past three years.

HUD Grant Program	Purpose of Grant	Date(s) Obtained	Funding Amount

#### **Fiscal Year and Audit Reports**

(Attach one copy of your Agency's most recent financial and audit reports.)

What is your agency's fiscal year?	
Date of your organization's most recently completed audit. (Month/Year)	
What fiscal year did this most recent audit include? (Month/Year - Month/Year)	
Was this audit conducted in compliance with the Single Audit Act? (Yes or No)	
Are there any outstanding audit findings which remain unresolved? <b>If yes, please attach explanation.</b>	

**Financial Management** - Refer to the Application Instructions for a list of mandatory federal requirements for management of CDBG funds.

#### **Organizational Structure**

<b>Documents to Be Attached by Non-Profit and For-Profit Organizations</b>	
Articles of Incorporation and Bylaws	
Organization Chart	
List of the Board of Directors	
Non-Profit Determination letters from the Federal Internal Revenue Service and the State Franchise Tax Board (Form 501 (c) 3)	

**Insurance Documentation** - All applicants, except County of Monterey Agencies, must submit a copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.) **with this application**. If funded, an updated insurance policy will be required with the County of Monterey listed as "additionally insured."

Is this a "faith-based" organization? \* Yes or No

\*Generally, a faith-based organization was founded or is inspired by faith or religion.

## **E. DEVELOPMENT BUDGET /LEVERAGING**

Projects that receive an award of CDBG funding are often awarded less than the amount originally requested. Discuss below whether your proposed activity could be undertaken with a reduced commitment of funding and, if so, highlight how that would affect the scope of services you are proposing.

*In the event that full funding is not awarded the scope of work will be reduce to the available budget.*

Identify sources of leveraged funding, including in-kind match, for this activity in the Tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, in-kind amount for volunteers, staff time, etc.). See attached Table 2

### **1. Current Year Project Funding**

Submit TABLE I - Public Facility/Infrastructure Project FY 2012-13 Adopted Budget Form to provide details specific to a related project from fiscal year 2012-2013 ONLY; NOT the budget for your entire Agency or program. A copy of this file is included at the end of this section. The **Excel File** is available on the Community Development website. If you are requesting funds for a new project, write "New Project" in the space provided for Project in Table I.

See attached Table 1.

### **2. Anticipated Project Funding**

Submit TABLE II - Public Facility/Infrastructure Project FY 2013-14 Proposed Budget Form to provide detail specific to this project ONLY; NOT the budget for your entire Agency or program.

See attached Table 2.

Describe other funding identified for this project and when it will be secured. Indicate the staff person able to answer questions regarding this budget in the space provided for **Budget Estimator**. A copy of this file is included at the end of this section and the **Excel File** is available on the Community Development website.

**Briefly describe what this grant will pay for in the text box at the bottom of TABLE II.** If your program includes more than one component (i.e. emergency shelter, transitional housing, day care center, job training, transportation), indicate which specific component(s) will be paid for with the requested CDBG funds.

### **3. Project Pro Forma**

Attach a project pro forma for construction. If not yet available, please provide ASAP; project will not be considered for approval until it has been received.

*See attached Facility Assessment and Table II.*

#### **TABLE I - PUBLIC FACILITY/INFRASTRUCTURE PROJECT FY 2012-13 ADOPTED BUDGET**

**See Attached Table I**

#### **TABLE II - PUBLIC FACILITY/INFRASTRUCTURE PROJECT FY 2013-14 PROPOSED BUDGET**

**See Attached Table II**

F. PRELIMINARY ENVIRONMENTAL REVIEW

**Project Information**

Project Name	<i>Pajaro Mansion Improvement Project</i>
Assessor's Parcel Number of Project Site. Please provide a Legal Description and location map and attach them to this application.	117-323-013-000 <i>See attached legal description and location map.</i>
Parcel Size	24,900 s.f. (.57 acres)
Project Type (Check all that apply)	<input type="checkbox"/> New Construction <input type="checkbox"/> Acquisition <input checked="" type="checkbox"/> Rehabilitation <input type="checkbox"/> Other <hr/>
Has this project previously received NEPA environmental clearance? If yes, attach a copy of the Environmental Review.	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one) Year clearance completed _____

**Historic Preservation**

Note the year that <u>each</u> of the structure(s) on the parcel was constructed.	<i>Mansion constructed circa 1880 Clinica de Salud Office building constructed in 1989</i>
Are any of the structures designated or eligible for listing on the National Register or Historic Places?	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one)
Please indicate how these structures are currently used (i.e., real estate office, residential apartment, etc.).	<i>The mansion is currently used as a multipurpose County owned facility. Mansion tenants include: Pajaro Branch Library, Office of the Sheriff (sub-station), Department of Employment and Social Services satellite office and Together In Pajaro (non-profit emergency relief). The County leases the adjacent building at 29-A Bishop to a branch office of Clinica de Salud.</i>
Are any of the structures considered of local historic significance? If yes, cite the source.	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one) <i>Source: National Register of Historic Places</i>

If any of the structures have been remodeled, please note when the remodeling occurred and which portions of the building were impacted.	1995 (new roofing, re-glazing of windows, 1 <sup>st</sup> floor ADA upgrades)
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## Local Land Use Review

What is the local land use authority for this site? (City or unincorporated County)	<i>Unincorporated County of Monterey</i>
What is the zoning for this parcel? (Contact the local Planning Department)	<i>High Density/Residential</i>
Is the project's land use consistent with the zoning designation?	<b>Yes</b> No   Unknown   (Please circle one)
What is the General Plan and/or Area Plan Designation? (Contact the local Planning	<i>North County Area Plan</i>
Is the project's land use consistent with the General Plan and/or Area Plan Designation?	<b>Yes</b> No   Unknown   (Please circle one)
Please list the local permits required to approve the proposed project (e.g. site approval/conditional use permit, planned development permit, etc).	<i>Planned building permit through County of Monterey Building Department</i>
Have the listed permit applications been initiated? Please note the status of any required permit applications.	<i>NO, permits for ADA improvements will be obtained upon completion of design, plans and specifications</i>
Has a CEQA environmental document already been prepared for this project by the local Planning Department or is this review in process? If completed, what was the determination (i.e., MND, ND, EIR, etc.)?	<b>NO</b>
Has a NEPA review or an Environmental Assessment for this project already been completed or is this review in process by another agency?	<b>NO</b>

## Environmental Compliance Checklist

<p>Please describe the project site, the existing or proposed structures, and the existing land use. Submit one or more photos of the existing site (one set of photos with original application).</p>	<p><i>The project site is located at 29 Bishop Street, Pajaro, Monterey County, California. The Monterey County Assessor's Parcel Number (APN) is 117-323-013. The total acreage of the property is 0.57 acre. The site includes two buildings: a Victorian style wood framed mansion, an office building, and a parking lot. The mansion is currently used as a multipurpose County owned facility. Mansion tenants include: Pajaro Branch Library, Office of the Sheriff (sub-station), Department of Employment and Social Services satellite office and Together In Pajaro (non-profit emergency relief). The County leases the adjacent building at 29-A Bishop to a branch office of Clinica de Salud. The designated parcel land use is High Density/Residential. See attached photos.</i></p>
<p>Has a Phase I Site Assessment Report been completed for this project?</p>	<p>Yes    <b>No</b>    Unknown    (Please circle one)</p>
<p>Has an Archaeological Phase I Survey been completed for this site?</p>	<p>Yes    <b>No</b>    Unknown    (Please circle one)</p>
<p>Is the Project located near areas where flammable, explosive, or toxic chemicals are stored or transported? If so, describe.</p>	<p><b>No</b></p>
<p>Please note the land uses surrounding the proposed project site.</p>	<p><i>Within a 1,320 radius of the project exists downtown Pajaro with various retail, restaurants, office buildings residential housing, an elementary school and church.</i></p>
<p>Is the project site within line-of-sight of an arterial roadway or railway? List the name of the road/railroad and the distance to the nearest proposed structure(s) on the site.</p>	<p><b>Yes.</b> Arterial: Salinas Road A railway exist within <math>\frac{1}{4}</math> mile of the project</p>
<p>Will this project create noise sensitive uses? For instance, is this a new residential project that will house families? If so, have noise attenuation measures been incorporated into the proposed project?</p>	<p><b>No</b></p>
<p>Is the project site located on existing or previously cultivated farmland?</p>	<p><b>No</b></p>

Is the project site in either a 100-year or 500-year floodplain? If so, please describe. (Contact the local Public Works Department for the site's flood zone designation)	<b>Yes</b>
Is the project located in or near a wetlands area?	<b>No</b>
Approximately how far is the project site from the nearest airport?	<b>3.2 mi</b>

## Additional Questions for Rehabilitation of Existing Structures

<p>Describe the rehabilitation activities in detail. Will the existing structure(s) be expanded? Will rehabilitation impact any external elements of the building(s)? To what extent will demolition of existing building structures or elements play a role in the rehabilitation?</p>	<p><i>Rehabilitation activities will include exterior improvements &amp; ADA improvements at the Porter Vallejo Mansion located at 29 Bishop Street. CDBG funding will be used to design and implement ADA improvements in order to make the facility ADA accessible. The final scope of work for ADA improvements will be determined through the ADA specific design process.</i></p> <p><i>The existing structures will not be expanded.</i></p> <p><i>Rehabilitation will impact external elements of the mansion building.</i></p> <p><i>There will be no demolition.</i></p>
<p>Have the structure(s) been tested for asbestos, mold, or lead-based paint? If so, will the proposed rehabilitation disturb these substances?</p>	<p><b>Yes.</b> <i>Structures have been tested for asbestos, mold, or lead-based paint (LBP).</i></p> <p><i>Rehabilitation will disturb LBP containing materials.</i></p> <p><i>Rehabilitation will disturb suspected asbestos containing materials.</i></p>

## **G. AGENCY CERTIFICATIONS**

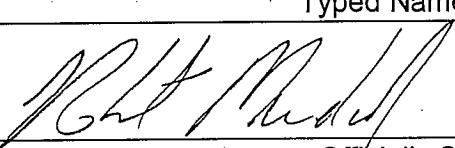
The following certification **must** be completed and signed by an authorized agency representative to be further considered for HUD program funding.

The undersigned agency hereby certifies that:

- a. The information contained herein and in the attached is complete and accurate. No material information has been omitted, including financial information.

[U.S. Code, Title 31, Section 3729, False Claims, provides a civil penalty of not less than \$5,000 and not more than \$10,000, plus 3 times the amount of damages for any person who knowingly presents, or causes to be presented, a false or fraudulent claim; or who knowingly makes, or causes to be used, a false record or statement; or conspires to defraud the Government by getting a false or fraudulent claim allowed or paid. HUD will prosecute false claims and statements and conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)].

- b. The agency certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency.
- c. The agency shall comply with all federal and County policies and requirements applicable to the CDBG program as appropriate for the funding if received.
- d. The federal assistance made available through the CDBG program funding is not being utilized to substantially reduce the prior levels of local financial support for community development activities.
- e. If CDBG funds are approved for a facility:
  - i. The agency shall maintain and operate the facility for its approved use for a period of not less than 5 years, unless given specific approval from HUD to do otherwise;
  - ii. To the best of our knowledge, sufficient funds will be available to complete the project as proposed; and
  - iii. To the best of our knowledge, sufficient funds will be available to operate the project for 5 years.

County of Monterey Department of Public Works	
Name of Agency	
Robert K. Murdoch, P.E., Director of Public Works	
Typed Name and Title of Agency Official	
	12/21/12
Agency Official's Signature	Date of Signature
Telephone Number of Agency Official 831 755-4800	e-Mail Address of Agency Official <a href="mailto:murdochr@co.monterey.ca.us">murdochr@co.monterey.ca.us</a>

**CDBG PROGRAM**  
**Project Proposal Checklist**  
**Program Year 2013-14**

Organization: County of Monterey Department of Public Works      Project: Pajaro Mansion Improvement Project

Items to include for this application:

	Check if Included	Application Information / Documentation CDBG Public Facility / Infrastructure Application
A	✓	Application – Original and three copies
B	✓	Application – in Word format sent on CD
C	✓	Table I – Public Facility / Infrastructure Adopted Budget for FY 2012-13
D	✓	Table II – Public Facility / Infrastructure Proposed Budget for FY 2013-14
E	✓	Project Pro Forma
F	✓	Evidence of Insurance Coverage
G	✓	Program Intake Policies and Procedures and Privacy Notice - See attached CDP Demographic Profile, Census 2000

Items to include for each organization (Do not duplicate for each application.):

	Check if Included with this Application	Indicate with which Application Item is Included	Organizational Information / Documentation
A	N/A		Most Recent Audited Financial Statement
B	N/A		List of Board of Directors and Affiliations
C	N/A		Organizational Chart

**PLEASE INCLUDE A COPY OF THIS CHECKLIST WITH YOUR ORIGINAL APPLICATION.**

**TABLE I - PUBLIC FACILITY / INFRASTRUCTURE PROJECT FY 2012-13 ADOPTED BUDGET**

Applicant: County of Monterey, Department of Public Works  
 Project: Pajaro Mansion Improvements Project

**Revenue**

	(Specify Source)	Amount	Status*
Source 1:	County of Monterey General Fund	\$ 100,790	C
Source 2:			
Source 3:			
Source 4:			
Source 5:			
<b>Total Revenue</b>		\$ 100,790	

**Status\*:**

C = Committed Funds

P = Funds that have been applied for and decision is pending

N = Funds that have not yet been requested

**Expenses \*\***

Category	\$ Amount
Personnel Wages/Benefits - (Exterior	\$ 26,790
Environmental & Haz mat Survey and Monitoring (Exterior Improvements)	\$ 8,000
Construction Labor & Materials (Including	\$ 55,000
Construction Contingency (Exterior Improvements)	\$ 11,000
<b>Total Expenses</b>	
\$ 100,790	

**Budget Estimator:**

Name: D. Pratt

Title: Management Analyst III

Phone: 831.755.4982

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

TABLE II - PUBLIC FACILITY / INFRASTRUCTURE PROJECT FY 2013-14 PROPOSED BUDGET

Applicant: County of Monterey, Department of Public Works  
 Project: Pajaro Mansion Improvement Project

Revenue

	(Specify Source)	Amount	Status*
Source 1:	County of Monterey General Fund	\$ 100,790	C
Source 2:	CDBG	126,000	N
Source 3:			
Source 4:			
Source 5:			
	<b>Total Revenue</b>	<b>\$ 226,790</b>	

Status\*:

C = Committed Funds

P = Funds that have been applied for and decision is pending

N = Funds that have not yet been requested

Expenses \*\*

Category	\$ Amount
Personnel Wages/Benefits - (Exterior Improvements)	\$ 26,790
Environmental & Haz mat Survey and Monitoring (Exterior Improvements)	\$ 8,000
Construction Labor & Materials (Including Davis-Bacon compliance) - (Exterior Improvements)	\$ 55,000
Construction Contingency (Exterior Improvements)	\$ 11,000
<b>Sub Total Exterior Improvements</b>	<b>100,790</b>
Architectural and Engineering Services (ADA Improvements)	20,000
Pre-Construction Costs (appraisal, fees, studies, permits, etc.) Haz Mat Report (ADA Improvements)	3,000
Site Preparation Costs (not included in construction contract) Haz remediation (ADA Improvements)	5,000
Construction Labor & Materials (Including Davis-Bacon compliance ) (ADA Improvements)	50,000
Project Management, incl CDBG grant Mgmt (ADA Improvements)	33,000
Other Costs: Oversight of Remediation (ADA Improvements)	5,000
Contingency on construction (20%) (ADA Improvements)	10,000
<b>Sub Total ADA Improvements</b>	<b>126,000</b>
<b>Total Expenses</b>	<b>\$ 226,790</b>

**Budget Estimator:**

Name: D Pratt

Title: Management Analyst III

Phone: 831.755.4982

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

**Briefly describe what this grant will pay for in the text box below:**

The CDBG Grant will fund design and construction of ADA improvements at the Pajaro Mansion.



# County of Monterey

Resource Management Agency  
Facilities Projects Division

## Facility Assessment



**Pajaro-Porter Mansion**  
29 Bishop Street  
Watsonville, California 95076

November 7, 2008

## Facility Assessment

Pajaro-Porter Mansion  
29 Bishop Street  
Pajaro, CA 95076  
November 7, 2008  
Page 1 of 5

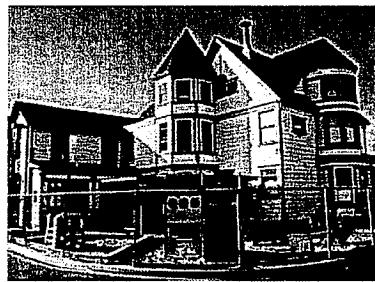
### Pajaro-Porter Mansion 29 Bishop Street Pajaro, California 95076

Construction Type	Three story with basement Victorian
Roof Type	Composite shingles
Total Area	9624 sq. ft.
Year of Construction	1880's with restoration in 1995
Parking Lot	Approximately 15 spaces shared with the Community Center
Total Parking Lot Area	Approximately 600 sq. ft.
Assessor's Parcel Number	117-323-013
Lot Size	24,896 sq. ft. (0.57 acres) shared with the Community Center

### **GENERAL CONDITION**

#### **Building Exterior**

The exterior of the building is  $\frac{1}{2}$ " x 6" wood siding. The roof is gabled with peaks on multiple elevations. In general, the exterior of the building on the north and east ends of the building appears to be in good condition, except for the large amount of moss



## Facility Assessment

Pajaro-Porter Mansion  
29 Bishop Street  
Pajaro, CA 95076  
November 7, 2008  
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growing due to the lack of sunlight/heat to dry out the siding. However, along the south-facing wall, there is significant deterioration of the wood siding.

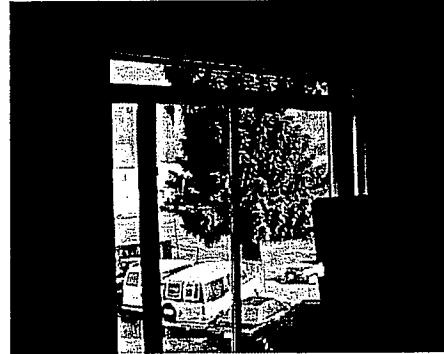
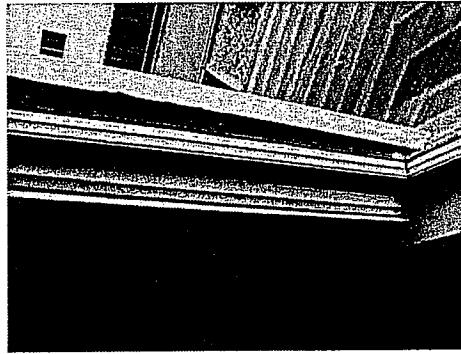
The wooden rain gutters and metal downspouts are undersized on the mansion. There are a number of areas where the elbow joints have separated. At these points there is substantial water damage to the building siding and, in a number of cases, there is water damage on the interior.

There is a chain link fence at the south and west sides of the mansion, used primarily for the containment of the daycare children when outside at playtime. The fencing is in excellent condition. It is noted that there is not Americans with Disabilities Act (ADA) access to the playground from the Community Center through the gated area.

The fire riser located on the west side of the mansion appears to be in excellent condition, along with various hose bibs and sprinkler/landscaping irrigation systems.

### Windows

All of the windows in the mansion use the original frames and tracks. The glass was replaced in 1995 with anti-vandal glass. However, significant wear and tear, and age are playing a major factor in the functionality of the windows. There are a number of windows that are non-functioning due to the building settling and wood warping. There are windows that are propped closed with sticks, as well as windows that do not close to within four (4) inches of the jamb. The exterior windowsills to the south side of the building are in poor condition with visible water damage. These areas have paint that is worn/bubbled/peeled, and show signs of wood rot and moss. The areas around these windows are sources of active water leaks inside the mansion.



## Facility Assessment

Pajaro-Porter Mansion  
29 Bishop Street  
Pajaro, CA 95076  
November 7, 2008  
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### Roof Areas

The roof area appears to be in good condition. The mansion was re-roofed in 1995 during the restoration. There were a number of roof shingles that were replaced (in February 2003) at the northwest and southeast corners of the building. The roof along the north side of the building has moss growth.

### ADA Compliance

The mansion is ADA compliant only on the first floor with respect to approaches to the front of the building and restrooms. The front door is 3'0" wide, has appropriate strike clearance and an ADA compliant threshold. It is of original construction and opens inward, although, there has been a door closer installed. Access to the second and third floor is by foot up steep stairs either located in the front or rear of the building only. There was a call button installed in the foyer for individuals to use to reach staff located on the second floor for assistance. The hall to the kitchen and the kitchen area are not ADA compliant. The proposed ramp at the rear has a potential of meeting with ADA compliance if the proper landings and ramp ways are configured with a switchback from the (E) sidewalk, just off of the existing area in front of the front ramp's landing. The existing catch basin will have to be relocated or altered to meet with a flush finish at the newly installed concrete landing so as not to cause an obstruction. Nonetheless, the rear entrance door at this proposed access ramp should be replaced and proper ADA access lever hardware should be installed. The flooring just inside this rear entrance will need to be replaced or even structurally raised in order to allow accessibility to the rest of the house, as it is approx. 4" lower, or a ramp would need to be installed between the Storage Room and the Dining Room. The existing water heater will also have to be moved in order to provide the proper strike clearance at the existing doorway between the rear Storage Room and the adjacent Dining Room.

## Facility Assessment

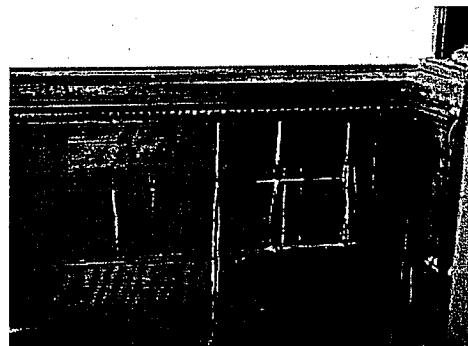
Pajaro-Porter Mansion  
29 Bishop Street  
Pajaro, CA 95076  
November 7, 2008  
Page 4 of 5

### First Floor

The first floor of the mansion consists of the Pajaro Branch of Monterey County Free Libraries, the parlor and the dining room (both now used as conference rooms), restrooms, the kitchen and two additional rooms used for an office and storage. In the restoration of the mansion, new carpet was installed in the majority of the areas with the exception of the kitchen and the storage area, which have the original flooring, and the restrooms have been re-tiled.

The walls are lathe and plaster and doors are original solid wood with new ADA hardware. The door moldings and columns are also from the original building and have been restored.

At the west side of the building, a small office that was originally a sun porch has ceiling damage from a water leak in an elbow joint in the gutter system. The entire mansion is on a fire sprinkler system. The sprinkler heads appear to be in excellent condition, with all escutcheons in place.



Water damage in library from window sill

The kitchen area was not restored in 1995 and primarily used as storage. The floor consists of floor tiles and, in some areas, there are exposed wood planks.

**MITIGATION ACTIONS AND ESTIMATED COSTS**

**Building Exterior**

**Construction Costs**

1. Repair dry rotted front porches; stair planks, deck planks, balustrades, pedestals, columns, molding pieces, and bottom rail w/ Redwood and repaint	\$ 35,000
2. Repair or replace damaged siding, trim and header boards where necessary. Replace 2-exterior dry rotted doors and 2- dry rotted windowsills.	\$ 20,000
3. Repair or replace existing wooden gutters and downspouts w/ copper gutters (to match (E))	\$ 22,000
4. Pressure wash entire exterior envelope, sand, prep, caulk joints and penetrations, putty nail holes and repaint w/ 1-coat primer, 2-coats ext. grade Dunn Edwards paint	\$200,000
6. Termite Inspection and Report	\$ 500
7. GREENTEAM Chemical Free Mold and Termite Pasteurization	\$ 28,500
8. Construction Contingency (20%)	\$ 61,200
<b>Total Construction Refurbishment (not incl. Soft Costs; Design, Struct'l., PM, Bid )</b>	<b>\$367,200</b>

**County of Monterey**

**Five-Year Operations and Maintenance Budget**  
**Fiscal Years 2012-2013 through 2016-2017**

Department: Public Works

Project Name: Pajaro Mansion Improvement Project

Project #: 8545

Dept. Category: General Government

Contact Name/Phone #: D. Pratt, 831-755-4982

Type: Building

Criteria: Preserve Existing Facility

Provider: Public Works: Facilities

Useful Life: 30 Year

Project Status: Partially Funded

Project Description: Construct exterior infrastructure improvements and ADA access at the Porter Valejo Mansion: 29 Bishop str., Pajaro, CA

Annual Operating & Maintenance Cost	Fund	*Year 1					Five-Year Total	Future Years Total Project
		2012-13	Year 2 2013-14	Year 3 2014-15	Year 4 2015-16	Year 5 2016-17		
Annual Operating & Maintenance Cost	Fund	\$ 5,200	\$ 5,304	\$ 5,410	\$ 5,518	\$ 5,620	\$ 27,061	\$ 27,061
Personnel	Utilities	\$ 3,000	\$ 3,060	\$ 3,121	\$ 3,184	\$ 3,247	\$ 15,612	\$ 15,612
Maintenance	Other	\$ 2,400	\$ 2,448	\$ 2,497	\$ 2,547	\$ 2,598	\$ 12,490	\$ 12,490
Other	Other	\$ 2,600	\$ 2,652	\$ 2,705	\$ 2,759	\$ 2,814	\$ 13,531	\$ 13,531
<b>Total Annual Operating &amp; Maintenance Cost</b>		<b>\$ 13,200</b>	<b>\$ 13,461</b>	<b>\$ 13,733</b>	<b>\$ 14,005</b>	<b>\$ 14,288</b>	<b>\$ 68,693</b>	<b>\$ 68,693</b>

## APPENDIX C: INSURANCE REQUIREMENTS

**The following Insurance Requirements are for Contract that "Do Not Exceed" \$100,000:**

### **9.01 INSURANCE REQUIREMENTS.**

#### **9.01 Evidence of Coverage:**

Prior to commencement of the Agreement, the Contractor shall provide a "Certificate of Insurance," certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor, upon request, shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Department, unless otherwise directed. The Contractor shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and the County has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

#### **9.02 Qualifying Insurers:**

All coverage's, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Manager.

#### **9.03 Insurance Coverage Requirements:** Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

**Commercial General Liability Insurance**, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Business Automobile Liability Insurance**, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$500,000 per occurrence.

*(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Workers' Compensation Insurance** If CONTRACTOR employs others in the performance of this Agreement in accordance with California Labor Code section 3700 and with Employer liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

*(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Professional Liability Insurance**, if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis (rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

*(Note: any proposed modifications to these insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

#### 9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of

three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10-11-85 or CG 20 10-10-01 in tandem with CG 20 37 10-01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48 02-99.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's contract administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.

CONTRACTOR shall at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

## 10.0 RECORDS AND CONFIDENTIALITY

10.01 Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by

## APPENDIX C: INSURANCE REQUIREMENTS – *Continued*

The following Monterey County Insurance Requirements are for Contracts that “Exceed” \$100,000:

### 9.0 INSURANCE REQUIREMENTS

#### 9.01 Evidence of Coverage:

Prior to commencement of this Agreement, the Contractor shall provide a “Certificate of Insurance” certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County’s Contracts/Purchasing Department, unless otherwise directed. The Contractor shall not receive a “Notice to Proceed” with the work under this Agreement until it has obtained all insurance required and the County has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

#### 9.02 Qualifying Insurers:

All coverage's, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Manager.

#### 9.03 Insurance Coverage Requirements: Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Business Automobile Liability Insurance**, covering all motor vehicles, including owned, leased, non-owned and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

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*(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

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*(Note: any proposed modifications to these insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis; or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10 14-85 or CG 20 10 10-01 in tandem with CG 20 37 10-01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48 02/99.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's Contract Administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.

CONTRACTOR shall at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

**Table DP-1. Profile of General Demographic Characteristics: 2000**

Geographic Area: Pajaro CDP, California

[For information on confidentiality protection, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>Total population.....</b>	<b>3,384</b>	<b>100.0</b>	<b>HISPANIC OR LATINO AND RACE</b>		
<b>SEX AND AGE</b>			<b>Total population.....</b>	<b>3,384</b>	<b>100.0</b>
Male.....	1,842	54.4	Hispanic or Latino (of any race).....	3,189	94.2
Female.....	1,542	45.6	Mexican.....	2,919	86.3
Under 5 years .....	377	11.1	Puerto Rican.....	4	0.1
5 to 9 years .....	377	11.1	Cuban .....	-	-
10 to 14 years .....	359	10.6	Other Hispanic or Latino .....	266	7.9
15 to 19 years .....	376	11.1	Not Hispanic or Latino .....	195	5.8
20 to 24 years .....	375	11.1	White alone.....	126	3.7
25 to 34 years .....	594	17.6	<b>RELATIONSHIP</b>		
35 to 44 years .....	432	12.8	<b>Total population.....</b>	<b>3,384</b>	<b>100.0</b>
45 to 54 years .....	243	7.2	In households.....	3,346	98.9
55 to 59 years .....	66	2.0	Householder.....	634	18.7
60 to 64 years .....	44	1.3	Spouse .....	428	12.6
65 to 74 years .....	70	2.1	Child.....	1,372	40.5
75 to 84 years .....	62	1.8	Own child under 18 years .....	1,078	31.9
85 years and over.....	9	0.3	Other relatives .....	628	18.6
Median age (years).....	22.8	(X)	Under 18 years .....	209	6.2
18 years and over.....	2,045	60.4	Nonrelatives .....	284	8.4
Male.....	1,133	33.5	Unmarried partner.....	37	1.1
Female.....	912	27.0	In group quarters.....	38	1.1
21 years and over.....	1,818	53.7	Institutionalized population.....	-	-
62 years and over.....	160	4.7	Noninstitutionalized population.....	38	1.1
65 years and over.....	141	4.2	<b>HOUSEHOLD BY TYPE</b>		
Male.....	61	1.8	<b>Total households.....</b>	<b>634</b>	<b>100.0</b>
Female.....	80	2.4	Family households (families).....	571	90.1
<b>RACE</b>			With own children under 18 years .....	424	66.9
One race.....	3,222	95.2	Married-couple family .....	428	67.5
White .....	1,453	42.9	With own children under 18 years .....	340	53.6
Black or African American.....	16	0.5	Female householder, no husband present.....	92	14.5
American Indian and Alaska Native.....	56	1.7	With own children under 18 years .....	64	10.1
Asian .....	51	1.5	Nonfamily households .....	63	9.9
Asian Indian .....	9	0.3	Householder living alone .....	40	6.3
Chinese .....	1	-	Householder 65 years and over.....	19	3.0
Filipino .....	25	0.7	Households with individuals under 18 years .....	472	74.4
Japanese .....	15	0.4	Households with individuals 65 years and over .....	100	15.8
Korean.....	-	-	Average household size.....	5.28	(X)
Vietnamese.....	-	-	Average family size.....	5.25	(X)
Other Asian <sup>1</sup> .....	1	-	<b>HOUSING OCCUPANCY</b>		
Native Hawaiian and Other Pacific Islander.....	12	0.4	<b>Total housing units.....</b>	<b>667</b>	<b>100.0</b>
Native Hawaiian.....	2	0.1	Occupied housing units .....	634	95.1
Guamanian or Chamorro.....	10	0.3	Vacant housing units .....	33	4.9
Samoan.....	-	-	For seasonal, recreational, or occasional use.....	3	0.4
Other Pacific Islander <sup>2</sup> .....	-	-	Homeowner vacancy rate (percent).....	0.6	(X)
Some other race .....	1,634	48.3	Rental vacancy rate (percent).....	0.4	(X)
Two or more races .....	162	4.8	<b>HOUSING TENURE</b>		
<b>Race alone or in combination with one or more other races: <sup>3</sup></b>			<b>Occupied housing units .....</b>	<b>634</b>	<b>100.0</b>
White .....	1,584	46.8	Owner-occupied housing units .....	171	27.0
Black or African American .....	23	0.7	Renter-occupied housing units .....	463	73.0
American Indian and Alaska Native.....	81	2.4	Average household size of owner-occupied units.....	4.01	(X)
Asian .....	81	2.4	Average household size of renter-occupied units.....	5.75	(X)
Native Hawaiian and Other Pacific Islander.....	14	0.4			
Some other race .....	1,768	52.2			

- Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup> Other Asian alone, or two or more Asian categories.<sup>2</sup> Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.<sup>3</sup> In combination with one or more of the other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000.

**Table DP-2. Profile of Selected Social Characteristics: 2000**

Geographic area: Pajaro CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>SCHOOL ENROLLMENT</b>			<b>NATIVITY AND PLACE OF BIRTH</b>		
Population 3 years and over enrolled in school.....	1,004	100.0	Total population.....	3,490	100.0
Nursery school, preschool.....	42	4.2	Native.....	1,205	34.5
Kindergarten.....	68	6.8	Born in United States.....	1,191	34.1
Elementary school (grades 1-8).....	574	57.2	State of residence.....	1,061	30.4
High school (grades 9-12).....	238	23.7	Different state.....	130	3.7
College or graduate school.....	82	8.2	Born outside United States.....	14	0.4
<b>EDUCATIONAL ATTAINMENT</b>			Foreign born.....	2,285	65.5
Population 25 years and over.....	1,641	100.0	Entered 1990 to March 2000.....	1,210	34.7
Less than 9th grade.....	974	59.4	Naturalized citizen.....	321	9.2
9th to 12th grade, no diploma.....	276	16.8	Not a citizen.....	1,964	56.3
High school graduate (includes equivalency).....	176	10.7	<b>REGION OF BIRTH OF FOREIGN BORN</b>		
Some college, no degree.....	168	10.2	Total (excluding born at sea).....	2,285	100.0
Associate degree.....	22	1.3	Europe.....	-	-
Bachelor's degree.....	25	1.5	Asia.....	31	1.4
Graduate or professional degree.....	-	-	Africa.....	-	-
Percent high school graduate or higher.....	23.8	(X)	Oceania.....	-	-
Percent bachelor's degree or higher.....	1.5	(X)	Latin America.....	2,254	98.6
<b>MARITAL STATUS</b>			Northern America.....	-	-
Population 15 years and over.....	2,443	100.0	<b>LANGUAGE SPOKEN AT HOME</b>		
Never married.....	895	36.6	Population 5 years and over.....	3,103	100.0
Now married, except separated.....	1,341	54.9	English only.....	454	14.6
Separated.....	35	1.4	Language other than English.....	2,649	85.4
Widowed.....	63	2.6	Speak English less than "very well".....	1,860	59.9
Female.....	47	1.9	Spanish.....	2,611	84.1
Divorced.....	109	4.5	Speak English less than "very well".....	1,845	59.5
Female.....	63	2.6	Other Indo-European languages.....	-	-
<b>GRANDPARENTS AS CAREGIVERS</b>			Speak English less than "very well".....	-	-
Grandparent living in household with one or more own grandchildren under 18 years.....	97	100.0	Asian and Pacific Island languages.....	38	1.2
Grandparent responsible for grandchildren.....	25	25.8	Speak English less than "very well".....	15	0.5
<b>VETERAN STATUS</b>			<b>ANCESTRY (single or multiple)</b>		
Civilian population 18 years and over ..	2,239	100.0	Total population.....	3,490	100.0
Civilian veterans .....	57	2.5	Total ancestries reported.....	2,831	81.1
<b>DISABILITY STATUS OF THE CIVILIAN NONINSTITUTIONALIZED POPULATION</b>			Arab.....	-	-
Population 5 to 20 years.....	1,101	100.0	Czech <sup>1</sup> .....	-	-
With a disability.....	89	8.1	Danish.....	-	-
Population 21 to 64 years.....	1,821	100.0	Dutch.....	-	-
With a disability.....	524	28.8	English.....	-	-
Percent employed.....	53.2	(X)	French (except Basque) <sup>1</sup> .....	-	-
No disability .....	1,297	71.2	French Canadian <sup>1</sup> .....	-	-
Percent employed.....	69.0	(X)	German.....	-	-
Population 65 years and over.....	181	100.0	Greek.....	-	-
With a disability.....	74	40.9	Hungarian.....	-	-
<b>RESIDENCE IN 1995</b>			Irish <sup>1</sup> .....	12	0.3
Population 5 years and over.....	3,103	100.0	Italian.....	12	0.3
Same house in 1995.....	1,368	44.1	Lithuanian.....	-	-
Different house in the U.S. in 1995 .....	1,188	38.3	Norwegian.....	-	-
Same county .....	85	2.7	Polish.....	-	-
Different county .....	1,103	35.5	Portuguese.....	47	1.3
Same state .....	1,086	35.0	Russian.....	-	-
Different state.....	17	0.5	Scotch-Irish.....	-	-
Elsewhere in 1995.....	547	17.6	Scottish.....	-	-
			Slovak.....	-	-
			Subsaharan African.....	-	-
			Swedish.....	-	-
			Swiss.....	-	-
			Ukrainian.....	-	-
			United States or American.....	23	0.7
			Welsh.....	-	-
			West Indian (excluding Hispanic groups).....	-	-
			Other ancestries .....	2,737	78.4

-Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup>The data represent a combination of two ancestries shown separately in Summary File 3. Czech includes Czechoslovakian. French includes Alsatian. French Canadian includes Acadian/Cajun. Irish includes Celtic.

**Table DP-3. Profile of Selected Economic Characteristics: 2000**

Geographic area: Pajaro CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>EMPLOYMENT STATUS</b>			<b>INCOME IN 1999</b>		
Population 16 years and over .....	2,365	100.0	Households .....	659	100.0
In labor force .....	1,455	61.5	Less than \$10,000 .....	45	6.8
Civilian labor force .....	1,455	61.5	\$10,000 to \$14,999 .....	15	2.3
Employed .....	1,332	56.3	\$15,000 to \$24,999 .....	106	16.1
Unemployed .....	123	5.2	\$25,000 to \$34,999 .....	139	21.1
Percent of civilian labor force .....	8.5	(X)	\$35,000 to \$49,999 .....	140	21.2
Armed Forces .....	-	-	\$50,000 to \$74,999 .....	105	15.9
Not in labor force .....	910	38.5	\$75,000 to \$99,999 .....	67	10.2
Females 16 years and over .....	1,009	100.0	\$100,000 to \$149,999 .....	7	1.1
In labor force .....	538	53.3	\$150,000 to \$199,999 .....	13	2.0
Civilian labor force .....	538	53.3	\$200,000 or more .....	22	3.3
Employed .....	458	45.4	Median household income (dollars) .....	38,315	(X)
Own children under 6 years .....	361	100.0	With earnings .....	593	90.0
All parents in family in labor force .....	142	39.3	Mean earnings (dollars) <sup>1</sup> .....	53,534	(X)
<b>COMMUTING TO WORK</b>			With Social Security income .....	147	22.3
Workers 16 years and over .....	1,210	100.0	Mean Social Security income (dollars) <sup>1</sup> .....	10,758	(X)
Car, truck, or van -- drove alone .....	462	38.2	With Supplemental Security Income .....	45	6.8
Car, truck, or van -- carpooled .....	535	44.2	Mean Supplemental Security Income (dollars) <sup>1</sup> .....	6,109	(X)
Public transportation (including taxicab) .....	37	3.1	With public assistance income .....	67	10.2
Walked .....	87	7.2	Mean public assistance income (dollars) <sup>1</sup> .....	1,929	(X)
Other means .....	64	5.3	With retirement income .....	125	19.0
Worked at home .....	25	2.1	Mean retirement income (dollars) <sup>1</sup> .....	15,636	(X)
Mean travel time to work (minutes) <sup>1</sup> .....	25.2	(X)	<b>Families</b> .....	628	100.0
Employed civilian population 16 years and over .....	1,332	100.0	Less than \$10,000 .....	60	9.6
<b>OCCUPATION</b>			\$10,000 to \$14,999 .....	7	1.1
Management, professional, and related occupations .....	124	9.3	\$15,000 to \$24,999 .....	96	15.3
Service occupations .....	284	21.3	\$25,000 to \$34,999 .....	146	23.2
Sales and office occupations .....	138	10.4	\$35,000 to \$49,999 .....	133	21.2
Farming, fishing, and forestry occupations .....	456	34.2	\$50,000 to \$74,999 .....	110	17.5
Construction, extraction, and maintenance occupations .....	46	3.5	\$75,000 to \$99,999 .....	41	6.5
Production, transportation, and material moving occupations .....	284	21.3	\$100,000 to \$149,999 .....	7	1.1
			\$150,000 to \$199,999 .....	6	1.0
			\$200,000 or more .....	22	3.5
			Median family income (dollars) .....	37,083	(X)
			Per capita income (dollars) <sup>1</sup> .....	9,893	(X)
			<b>Median earnings (dollars):</b>		
			Male full-time, year-round workers .....	17,384	(X)
			Female full-time, year-round workers .....	17,917	(X)
			<b>Subject</b>		
<b>INDUSTRY</b>			<b>POVERTY STATUS IN 1999</b>		
Agriculture, forestry, fishing and hunting, and mining .....	519	39.0	<b>Families</b> .....	128	20.4
Construction .....	67	5.0	With related children under 18 years .....	99	21.0
Manufacturing .....	95	7.1	With related children under 5 years .....	59	23.0
Wholesale trade .....	108	8.1	<b>Families with female householder, no husband present</b> .....	35	38.5
Retail trade .....	198	14.9	With related children under 18 years .....	20	30.3
Transportation and warehousing, and utilities .....	12	0.9	With related children under 5 years .....	11	28.9
Information .....	-	-	<b>Individuals</b> .....	767	22.2
Finance, insurance, real estate, and rental and leasing .....	15	1.1	18 years and over .....	472	21.1
Professional, scientific, management, administrative, and waste management services .....	44	3.3	65 years and over .....	9	5.0
Educational, health and social services .....	126	9.5	Related children under 18 years .....	287	23.8
Arts, entertainment, recreation, accommodation and food services .....	109	8.2	Related children 5 to 17 years .....	230	27.7
Other services (except public administration) .....	30	2.3	Unrelated individuals 15 years and over .....	90	35.4
Public administration .....	9	0.7			
<b>CLASS OF WORKER</b>					
Private wage and salary workers .....	1,204	90.4			
Government workers .....	97	7.3			
Self-employed workers in own not incorporated business .....	31	2.3			
Unpaid family workers .....	-	-			

-Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup>If the denominator of a mean value or per capita value is less than 30, then that value is calculated using a rounded aggregate in the numerator.

See text.

Source: U.S. Bureau of the Census, Census 2000.

**Table DP-4. Profile of Selected Housing Characteristics: 2000**

Geographic area: Pajaro CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
Total housing units.....	749	100.0	OCCUPANTS PER ROOM		
UNITS IN STRUCTURE			Occupied housing units .....	693	100.0
1-unit, detached.....	241	32.2	1.00 or less.....	210	30.3
1-unit, attached .....	282	37.7	1.01 to 1.50 .....	111	16.0
2 units .....	14	1.9	1.51 or more.....	372	53.7
3 or 4 units.....	96	12.8			
5 to 9 units.....	37	4.9	Specified owner-occupied units.....	162	100.0
10 to 19 units.....	-	-	VALUE		
20 or more units .....	9	1.2	Less than \$50,000.....	21	13.0
Mobile home.....	70	9.3	\$50,000 to \$99,999.....	-	-
Boat, RV, van, etc.....	-	-	\$100,000 to \$149,999.....	15	9.3
YEAR STRUCTURE BUILT			\$150,000 to \$199,999.....	94	58.0
1999 to March 2000.....	17	2.3	\$200,000 to \$299,999.....	32	19.8
1995 to 1998 .....	36	4.8	\$300,000 to \$499,999.....	-	-
1990 to 1994 .....	122	16.3	\$500,000 to \$999,999.....	-	-
1980 to 1989 .....	119	15.9	\$1,000,000 or more.....	-	-
1970 to 1979 .....	53	7.1	Median (dollars).....	169,100	(X)
1960 to 1969 .....	102	13.6			
1940 to 1959 .....	215	28.7	MORTGAGE STATUS AND SELECTED		
1939 or earlier .....	85	11.3	MONTHLY OWNER COSTS		
ROOMS			With a mortgage .....	73	45.1
1 room.....	184	24.6	Less than \$300 .....	-	-
2 rooms.....	180	24.0	\$300 to \$499 .....	12	7.4
3 rooms.....	118	15.8	\$500 to \$699 .....	-	-
4 rooms.....	116	15.5	\$700 to \$999 .....	-	-
5 rooms.....	89	11.9	\$1,000 to \$1,499 .....	29	17.9
6 rooms.....	50	6.7	\$1,500 to \$1,999 .....	21	13.0
7 rooms.....	-	-	\$2,000 or more .....	11	6.8
8 rooms.....	-	-	Median (dollars).....	1,413	(X)
9 or more rooms .....	12	1.6	Not mortgaged.....	89	54.9
Median (rooms).....	2.6	(X)	Median (dollars).....	239	(X)
Occupied housing units .....	693	100.0			
YEAR HOUSEHOLDER MOVED INTO UNIT			SELECTED MONTHLY OWNER COSTS		
1999 to March 2000 .....	195	28.1	AS A PERCENTAGE OF HOUSEHOLD		
1995 to 1998 .....	234	33.8	INCOME IN 1999		
1990 to 1994 .....	100	14.4	Less than 15.0 percent.....	94	58.0
1980 to 1989 .....	67	9.7	15.0 to 19.9 percent .....	-	-
1970 to 1979 .....	34	4.9	20.0 to 24.9 percent .....	-	-
1969 or earlier .....	63	9.1	25.0 to 29.9 percent .....	13	8.0
VEHICLES AVAILABLE			30.0 to 34.9 percent .....	12	7.4
None .....	112	16.2	35.0 percent or more .....	43	26.5
1 .....	202	29.1	Not computed.....	-	-
2 .....	248	35.8			
3 or more .....	131	18.9	Specified renter-occupied units .....	496	100.0
HOUSE HEATING FUEL			GROSS RENT		
Utility gas .....	503	72.6	Less than \$200 .....	-	-
Bottled, tank, or LP gas .....	36	5.2	\$200 to \$299 .....	12	2.4
Electricity.....	114	16.5	\$300 to \$499 .....	14	2.8
Fuel oil, kerosene, etc .....	-	-	\$500 to \$749 .....	268	54.0
Coal or coke.....	-	-	\$750 to \$999 .....	177	35.7
Wood .....	11	1.6	No cash rent.....	16	3.2
Solar energy.....	-	-	Median (dollars).....	720	(X)
Other fuel .....	-	-			
No fuel used.....	29	4.2	GROSS RENT AS A PERCENTAGE OF		
SELECTED CHARACTERISTICS			HOUSEHOLD INCOME IN 1999		
Lacking complete plumbing facilities.....	43	6.2	Less than 15.0 percent.....	104	21.0
Lacking complete kitchen facilities.....	8	1.2	15.0 to 19.9 percent .....	123	24.8
No telephone service .....	-	-	20.0 to 24.9 percent .....	68	13.7
			25.0 to 29.9 percent .....	51	10.3
			30.0 to 34.9 percent .....	28	5.6
			35.0 percent or more .....	104	21.0
			Not computed.....	18	3.6

-Represents zero or rounds to zero. (X) Not applicable.

Source: U.S. Bureau of the Census, Census 2000.

State of California  
 November 16, 2012  
 March 2011 Benchmark

Employment Development Department  
 Labor Market Information Division  
<http://www.labormarketinfo.edd.ca.gov>  
 (916) 262-2162

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)**  
**October 2012 - Preliminary**  
**Data Not Seasonally Adjusted**

Area Name	Labor Force	Employ-ment	Unemployment Number	Rate	Census Emp	Ratios Unemp
Monterey County	231,300	210,900	20,400	8.8%	1.000000	1.000000
Aromas CDP (Monterey Co)	1,100	1,100	0	3.7%	0.005094	0.002017
Boronda CDP	800	700	100	9.9%	0.003541	0.004035
Bradley CDP	100	100	0	0.0%	0.000559	0.000000
Carmel by the Sea city	2,700	2,600	0	1.5%	0.012423	0.002017
Carmel Valley Village CDP	3,500	3,400	100	3.1%	0.016150	0.005380
Castroville CDP	3,600	3,000	600	17.1%	0.014224	0.030262
Chualar CDP	800	600	200	23.4%	0.002982	0.009415
Del Monte Forest CDP	2,500	2,400	100	2.2%	0.011367	0.002690
Del Rey Oaks city	1,300	1,200	0	2.1%	0.005901	0.001345
Elkhorn CDP	1,100	1,100	100	4.9%	0.005031	0.002690
Gonzales city	4,400	3,600	800	17.2%	0.017268	0.036987
Greenfield city	7,000	6,000	1,000	13.9%	0.028573	0.047747
King City city	6,200	5,300	900	15.0%	0.025033	0.045730
Las Lomas CDP	1,700	1,400	300	19.3%	0.006522	0.016140
Marina city	11,900	11,300	600	5.2%	0.053357	0.030262
Monterey city	18,900	18,200	700	3.9%	0.086279	0.036315
Moss Landing CDP	300	300	100	20.1%	0.001304	0.003362
Pacific Grove city	11,300	11,000	400	3.3%	0.052053	0.018157
Pajaro CDP	1,900	1,700	200	8.8%	0.008137	0.008070
Prunedale CDP	11,600	10,800	700	6.4%	0.051308	0.036315
Salinas city	79,600	69,600	10,000	12.5%	0.330020	0.488231
San Ardo CDP	300	300	100	20.8%	0.001242	0.003362
San Lucas CDP	200	200	0	18.3%	0.000870	0.002017
Sand City city	200	200	0	0.0%	0.000808	0.000000
Seaside city	17,700	16,800	900	5.1%	0.079570	0.044385
Soledad city	6,200	5,500	700	11.3%	0.026026	0.034297
Spreckels CDP	300	300	0	0.0%	0.001491	0.000000

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2000 Census.

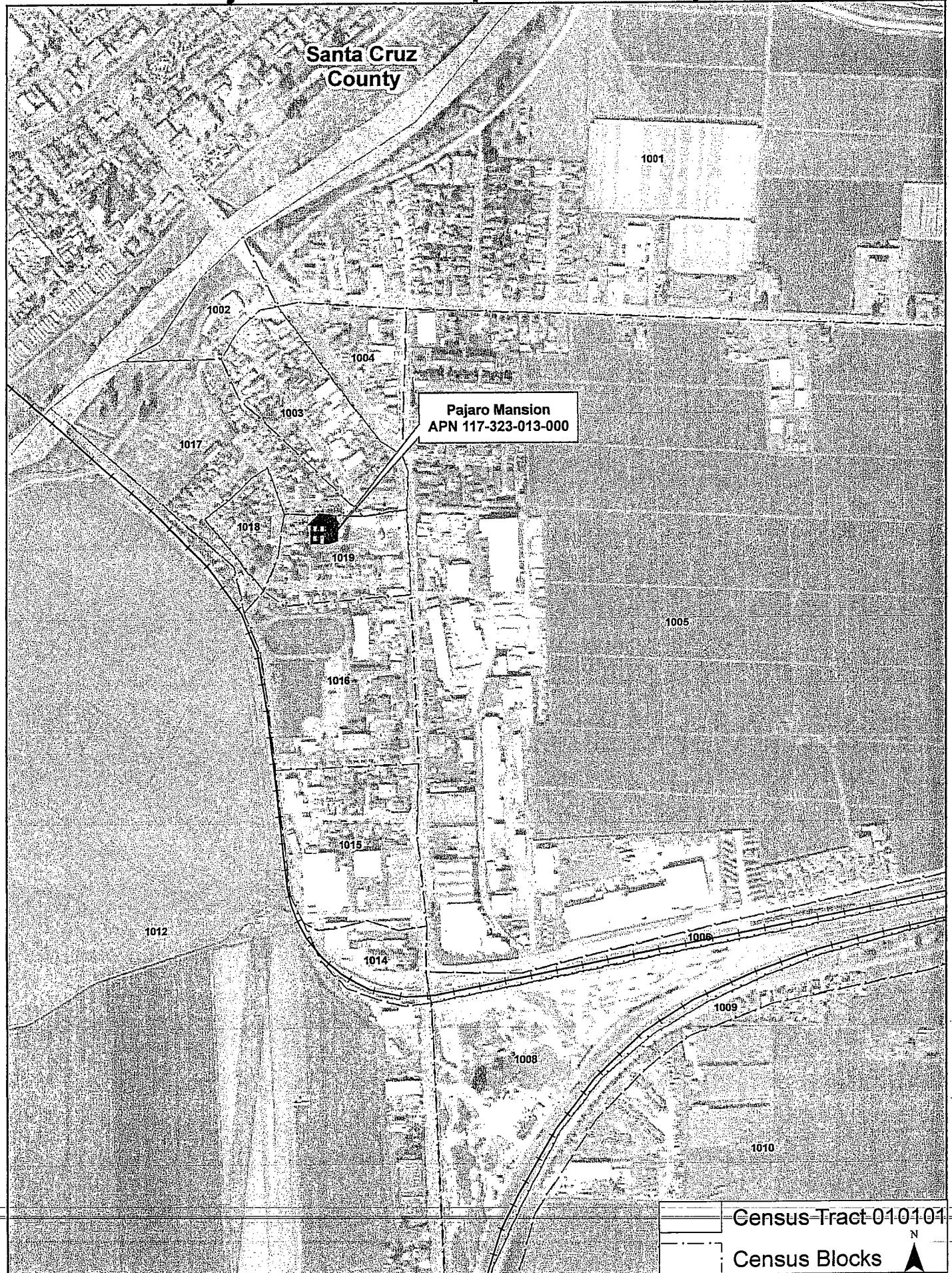
**Notes:**

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.

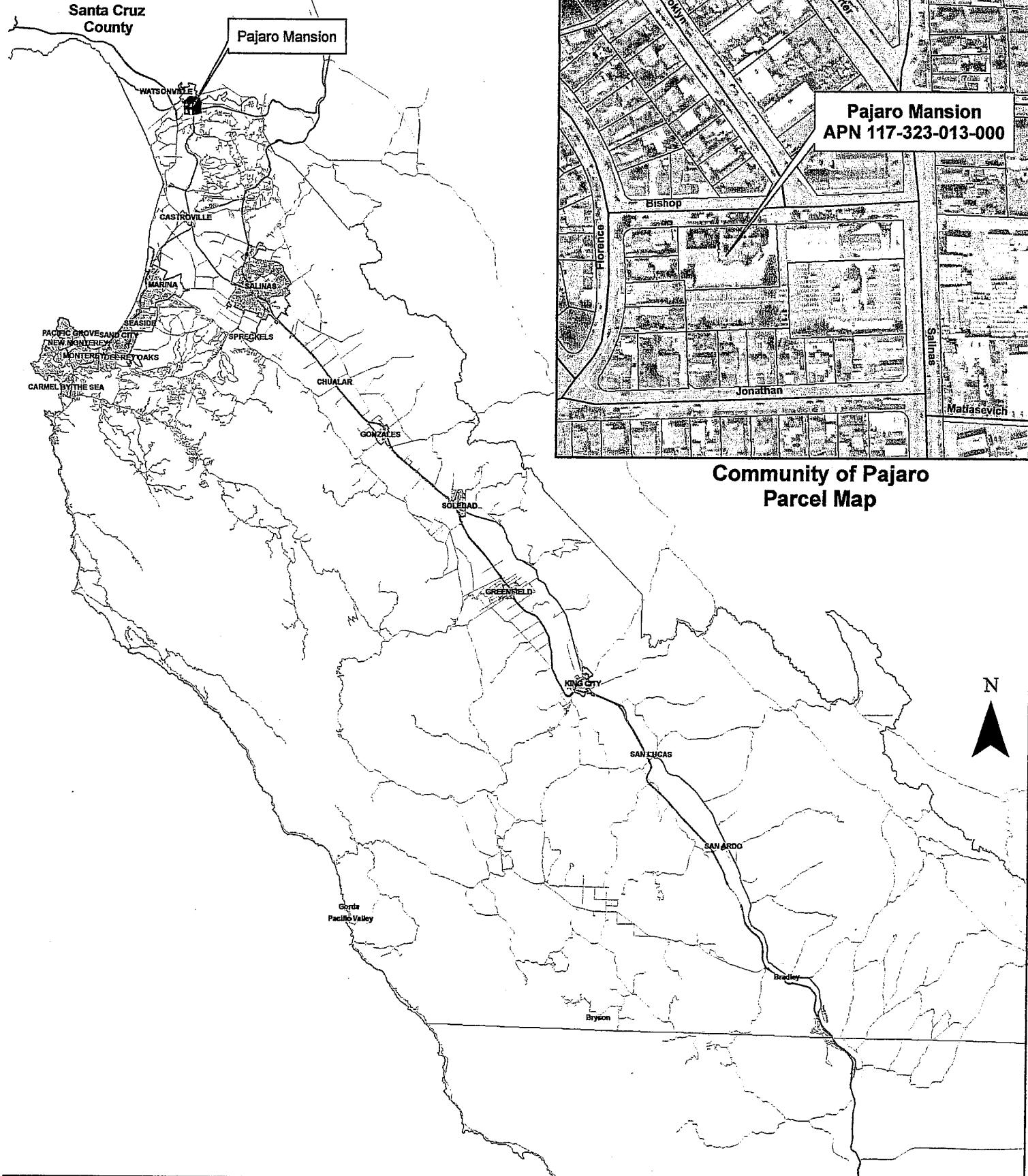
**Methodology:**

# AREA OF BENEFIT MAP

## Pajaro Mansion Improvement Project



# COUNTY OF MONTEREY LOCATION MAP



**PORTER-VALEJO MANSION**  
**29 BISHOP STREET**  
**PAJARO, CA**

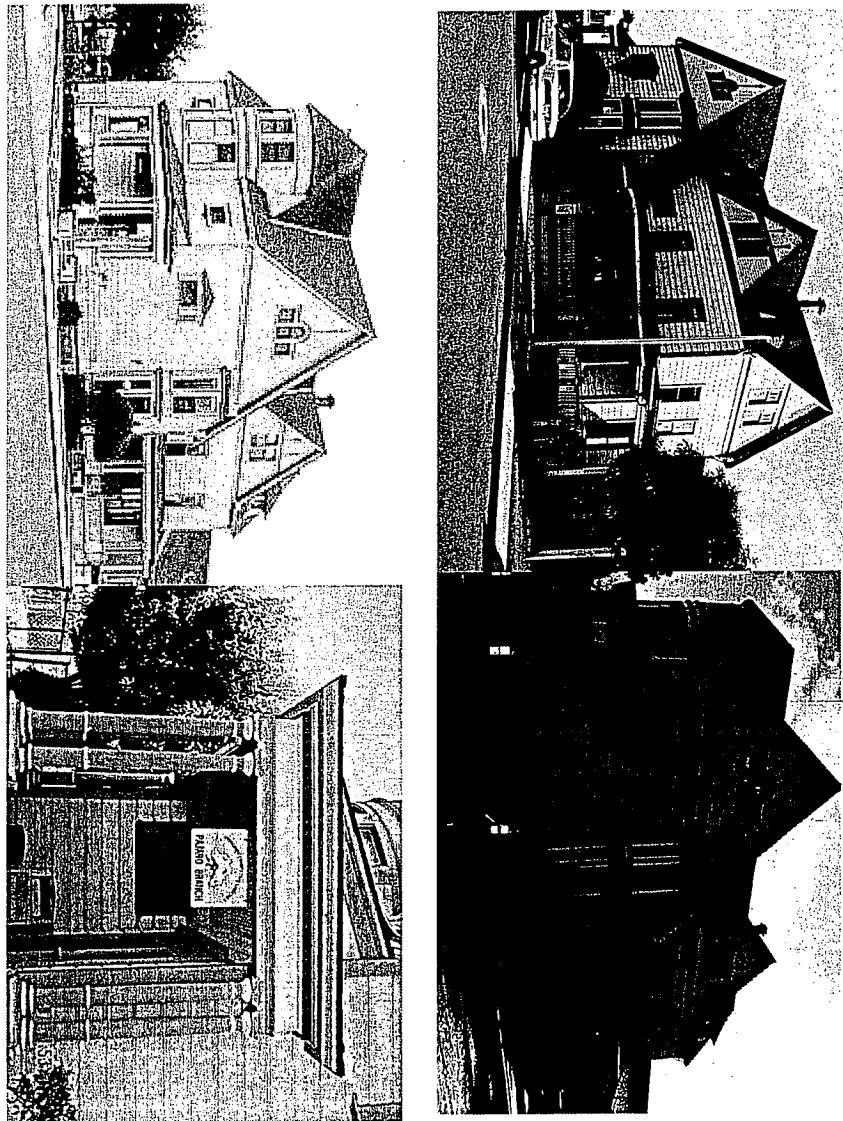


EXHIBIT "A"

Situate in the County of Monterey, State of California, described as follows:

PARCEL I:

BEGINNING in the southerly line of Bishop Road at the Northwest corner of that certain 0.535 acre tract of land conveyed from the Estate of Fanny C. Porter, Dec'd, to the Roman Catholic Bishop of the Monterey-Fresno (a corporation sole) by deed dated July 5, 1950 and recorded in Volume 1229 of Official Records, at page 67, Monterey County Records as said road and corner are shown and so designated on that certain map entitled, "Licensed Surveyor's Map", filed for record January 8, 1951 in Volume 5 of Cities and Towns at page 63, Monterey County Records; and running thence from said place of beginning along said southerly line of Bishop Road

- (1) S.  $86^{\circ} 18'$  W., 188.55 feet to the easterly boundary of that certain subdivision shown on map entitled, "Fanny C. Porter Subdivision No. 3", filed for record February 17, 1941 in Volume 4 of Cities and Towns, at page 53, Monterey County Records; thence along the easterly boundaries of Lots 7, 8, 9 and 10 of said subdivision
- (2) S.  $3^{\circ} 42'$  E., 206.4 feet to the northwest corner of Lot 1 in Block 4, as said lot and block are shown and so designated on that certain map entitled "Subdivision No. 2 of land of Estate of Fanny C. Porter" filed for record January 26, 1938 in Volume 4 of Cities and Towns, at page 14, Monterey County Records; thence running along the northerly boundary of Lots 1, 2, 3 and 4 in said Block 4
- (3) N.  $86^{\circ} 15'$  E., 191.49 feet to the southwest corner of said 0.535 acre tract of land; thence along the westerly boundary of said 0.535 acre tract of land.
- (4) N.  $4^{\circ} 31'$  W., 206.25 feet to the place of beginning.

EXCEPTING FROM the above described property all that portion thereof conveyed in the deed from H. V. Kadderly, as Trustee under that certain Trust Indenture dated September 14, 1939 to the Roman Catholic Bishop of Monterey-Fresno, a corporation sole, dated January 25, 1956 and recorded January 30, 1956 in Volume 1677 of Official Records of Monterey County at page 87.

PARCEL II:

The east 10 feet of Lots 7 and 8 as said Lots are shown on that certain map entitled, "Fanny C. Porter Subdivision No. 3", filed for record February 17, 1941 in the office of the County Recorder of the County of Monterey, State of California, in Volume 4 of Maps, "Cities and Towns", at page 53.

*Before the Board of Supervisors in and for the  
County of Monterey, State of California*

REEL 2174 PAGE 522

Purchase & Acquisition of the Porter- )  
Vallejo Property in Pajaro by the )  
Monterey County Redevelopment Agency & )  
Appropriation of \$300,000 from the )  
General Fund Contingency, Approved . . . )

Order No. 138193-DR

Upon motion of Supervisor Del Piero, seconded by Supervisor Shipnuck, and unanimously carried, the Board, acting as the Board of Supervisors for the County of Monterey, hereby approves the following actions relative to the purchase and acquisition of the Porter-Vallejo Property in Pajaro:

1. Approves a loan to the Redevelopment Agency from the General Fund Contingencies in the amount of \$300,000 to purchase and acquire the Porter-Vallejo property in Pajaro.
2. Appropriates \$300,000 to Budget Unit 850-Other Financial Uses, Account 6990, Operating Transfers Out, from the General Fund Contingency.
3. Approves the separation of the rehabilitation of the Porter-Vallejo mansion from the construction of a Senior Citizen Center and North Monterey County Child Care Center to be built on the Porter-Vallejo property.
4. Acknowledges the intent of a private non-profit corporation that is to be established for the purposes of raising funds (estimated at \$400,000) for the rehabilitation of the Porter-Vallejo mansion.
5. Directs the County Administrative Office-Support Services to initiate a selection process to hire an architect firm to develop plans and specifications for the Senior Citizens Center and Child Care Center.

After further discussion, this Board, acting as the Board of Directors for the Redevelopment Agency, upon motion of Supervisor Del Piero, seconded by Supervisor Shipnuck, and unanimously carried, hereby approves the following action:

COUNTY OF MONTEREY ENTITLEMENT AREA  
FY 2013-14 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

**PUBLIC FACILITY/INFRASTRUCTURE PROJECT PROPOSAL**

CAREFULLY READ THE ACCOMPANYING NOFA AND PUBLIC FACILITY PROPOSAL INSTRUCTIONS AND ANSWER ALL QUESTIONS AS SPECIFICALLY AS POSSIBLE.

**A. APPLICANT INFORMATION**

1. Legal Name of Organization: *County of Monterey*
2. Mailing Address: *168 W. Alisal Street, 2<sup>nd</sup> Floor*  
City: *Salinas* Zip: *93901*
3. Executive Director Name & Title: *Robert K. Murdoch, P.E. Director of Public works*
4. Organization's Website Address: *http://www.in.co.monterey.ca.us/publicworks/*
5. Organization's DUNS #: *809121200* and Tax Payer ID #: *946000524*
6. Contact Person Name & Title for **Project** Questions:

*Patricia A. Lopez, Management Analyst III  
Florence Kabwasa-Green, Management Analyst II*

- a. Phone: *831-755-8998 or 831-755-4805* FAX: *831-755-4958*
- b. E-mail Address: *lopezp@co.monterey.ca.us or kabwasa-greenfa@co.monterey.ca.us*
7. Contact Person Name & Title for **Financial** Questions:  
*Shawne Ellerbee, Administration & Finance Manager  
Monterey County Resource Management Agency*
- a. Phone: *831-755-4794* FAX: *831-755-4958*
- b. E-mail Address: *EllerbeeS@co.monterey.ca.us*

8. Type of Project:
  - a. Please identify the type of facilities

<input type="checkbox"/> Parks and Recreation Facilities	<input checked="" type="checkbox"/> Libraries	<input type="checkbox"/> Civic Centers
<input type="checkbox"/> Streets and Sidewalks	<input type="checkbox"/> Infrastructure (Please specify, e.g. drainage)	<input type="checkbox"/> Other Facilities (please specify, e.g., streetlights)

- b. Please identify the type of improvements

<input type="checkbox"/> Acquisition	<input checked="" type="checkbox"/> <i>New Construction</i>	<input type="checkbox"/> Expansion
<input type="checkbox"/> Rehabilitation/Improvement	<input type="checkbox"/> ADA Improvements	

9. Number of Low/Mod Beneficiaries to be Served by the Project: 517

Cost-per-Beneficiary for this project (CDBG Request/CDBG Beneficiaries) = \$375.61

10. Title of Proposed Project: *San Lucas Branch Library Project*

- a. Address/Service Area of Project: *53692 Teresa Street, San Lucas, CA 93954*
- b. Amount Requested for this Project: *\$194,000*
- c. *Amount of Leveraged Funds Available for this Project: \$850,000*
- d. Total Project Cost (all sources) : *\$1,044,000*

\*Note: These amounts should equal the amounts in the Section E. Development Budget/Leveraging.

## **PROJECT INFORMATION**

Answer each of the following questions regarding your project. You may use more than the space provided for each question, but the complete response for Section B, Questions 1 – 6, is not to exceed three pages.

### **1. NEED**

Indicate the applicable CDBG program national objective that your project activity addresses.  
Enter 1, 2, or 3 here: 1,2

1. Benefit extremely-low, very low- and low/moderate-income persons,
2. Aid in the prevention or elimination of slums or blight, or
3. Meet community development needs having a particular urgency.

Check if the proposed activity will: N/A

Help prevent homelessness?  
 Help those with HIV or AIDS?

Help the homeless?  
 Help the disabled?

**In 500 words or less, provide a concise description of the proposed project.** Indicate how it will address the priority need indicated above. Provide data such as demographics, reports, and/or other information to document the need for your specific project in the Entitlement Area.

HUD requires that all rehabilitation projects must have written, adopted rehabilitation standards. If a rehabilitation project, submit a copy of your adopted rehabilitation standards. Please specify if your project is targeted for the entire Entitlement Area, or specifically for Del Rio Oaks, Gonzales, or the unincorporated County areas.

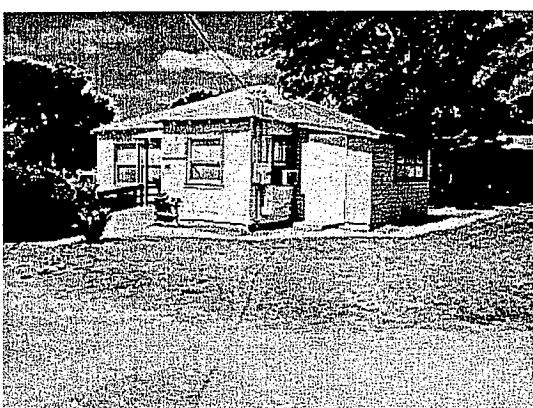
## Project Description

The San Lucas Branch Library Project consists of the construction of a new 1160 sf wood framed library structure to serve residents of San Lucas, California. CDBG funding will leverage existing project funding from the County of Monterey General Fund, the Monterey County Free Library Foundation, and the Monterey Peninsula Foundation in order to fully fund project construction costs. Project design is 95% complete and construction is estimated to begin in August 2013.

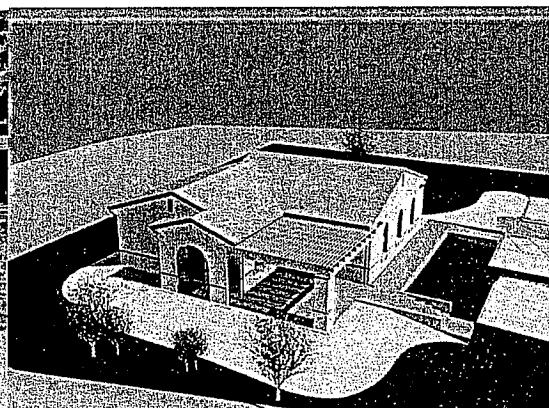
The new facility will include an open floor design with space for computer usage, general book stacks and reading areas, as well as a small study room, staff work room and office space. The new facility will incorporate sustainable construction design and materials and will apply for applicable LEED certification. The facility will include a roof top solar photovoltaic system to offset electricity usage, two outdoor trellis patio covers to allow for shaded outdoor programming, landscaping and exterior beautification, as well as library materials, computers and technology upgrades.

The new library facility will benefit low income residents in the community of San Lucas and aid in the prevention of blight by replacing an existing facility which has been closed since 2010 due to health and safety concerns. The Library was an important community center for the San Lucas community which is located in a remote part of South Monterey County, with no public bus service. The US Post Office, the San Lucas Water District Office and the San Lucas Union School are the only other public service presence in San Lucas. The Monterey County Free Libraries Department is currently providing temporary bookmobile service once a week for 4 hours. While the bookmobile provides basic service it cannot replace the San Lucas Branch Library which was a community center providing longer hours, study areas, a larger selection of materials, hosting school visits, programming for all ages, computer and internet access for student reports, a gathering place, and information and recreational web use. Residents must travel approximately 25-mile roundtrip to King City for expanded library services.

San Lucas is an unincorporated area of South Monterey County, Census Tract 011301, Block 2 (See attached census tract map and project site plan). 517 or 61% of the total 854 residents residing within the San Lucas Census tracts are classified as Low/Moderate Income (Source: U.S Census Bureau, Census 2000). The median age within the San Lucas CDP is 21.8. (Source: See Attached, U.S Census Bureau, Profile of General Demographic Characteristics, Census 2000). Unemployment rate for the San Lucas CDP is 18.3% (Source: See Attached, State of California Employment Development Department, Monthly Labor Force Data for Cities and Designated census Places (CDP), October 2012)



Current Library Facility (Closed)



Proposed New Library Facility (Concept)

## 2. PERFORMANCE MEASUREMENTS / OUTCOMES

The three program performance **outcome** categories listed below are required under the CDBG program by the U.S. Department of Housing and Urban Development (HUD). Please check only one box on this page that best applies to your project's outcomes and objectives.

## **Outcome 1. Availability/Accessibility**

This outcome applies to proposals that make services, infrastructure, housing, shelter or jobs available or accessible to extremely low-, very low- and low/moderate-income people, including persons with disabilities.

### **Objective:**

- Enhances the Living Environment through New/Improved Accessibility
- Creates Decent Housing with New/Improved Availability
- Promotes Economic Opportunity through New/Improved Accessibility

## **Outcome 2. Affordability**

This outcome applies to proposals which provide affordability in a variety of ways in the lives of extremely low-, very low- and low/moderate-income people.

### **Objective:**

- Enhances the Living Environment through New/Improved Affordability
- Creates Decent Housing with New/Improved Affordability
- Promotes Economic Opportunity through New/Improved Affordability

## **Outcome 3. Sustainability/Promoting Livable or Viable Communities**

This outcome applies to proposals that are aimed at improving a community or neighborhood by helping to make it more livable or viable by providing a benefit to principally extremely low-, very low- and low/moderate-income people or by removing or eliminating slums or blighted areas.

### **Objective:**

- Enhances the Living Environment through New/Improved Sustainability
- Creates Decent Housing with New/Improved Sustainability
- Promotes Economic Opportunity through New/Improved Sustainability

### **If this is a new project, describe how you will reach out to these beneficiaries?**

*Information about the San Lucas Branch Library project and programs is made available through community meetings, and outreach to the San Lucas Union School District as well as through the County of Monterey Free Libraries web-site. <http://www.co.monterey.ca.us/library/>. To date, the County of Monterey Public Works Department and the County of Monterey Free Libraries Department in collaboration with the San Lucas Union School District have held two meetings with residents to introduce the architect, the project team and discuss library design concepts.*

*The County of Monterey will also advise beneficiaries of project scope and schedule through public meetings including the Board of Supervisors Committee meetings (Budget Committee, Capital Improvement Committee) and Board meetings. Information about the project scope and status will also be available on the County of Monterey web site.*

### **How will people or conditions in the community change as a result of what you do?**

*The new facility will replace the existing San Lucas Branch Library facility which was closed in 2010 largely because of structural integrity problems related to age. The new library facility will serve as a much needed community center providing longer hours and programming for all age groups.*

### **How will you measure the effectiveness or impact of your project in meeting the needs of the persons assisted with these HUD funds?**

*The Library has established the following expected outcomes:*

- Construction of 1160 sf in accordance with approved plans and specifications
- Library is open and serving residents of San Lucas
- 100 books/Audio Visual materials checked out a week
- Weekly story-time with an attendance of 6 people/week
- 80 individual sessions on the public access computers per week
- 30-35 attend each summer program held in the outdoor patio area.

### 3. COST

As required by the Federal Office of Management and Budget (OMB) and HUD, describe how the overall project budget is cost effective and reasonable for the anticipated result.

*The project scope includes industry standards for construction projects including Architectural and Engineering; Environmental including CEQA, NEPA, SHPO; Right of Way and Utilities; pre-construction activities including reports, testing and permitting; construction management and construction.*

*The project architect (Kitchell CEM) was selected in accordance with the County of Monterey Contracts Purchasing standards to secure the best value for the County in accordance with all applicable Public contract laws. <http://www.co.monterey.ca.us/admin/solicitcenter.htm>*

*The project architect has completed plans and specs for the project and the construction estimate is at 95%. The project will be advertised for bid and awarded to the lowest bidder in accordance with the County of Monterey Contracts Purchasing standards to secure the best value for the County in accordance with all applicable Public contract laws.*

<http://www.co.monterey.ca.us/admin/solicitcenter.htm>

### 4. TIMELINESS/PROJECT READINESS

Identify the person(s) responsible for overall program administration and financial management of the activity. Indicate how many years of experience they have managing CDBG or other HUD programs.

*Florence Kabwasa-Green, Management Analyst II is assigned as Project Manager for this project and will be responsible for overall program administration and financial management of the project. She has a total of 9 year managing grant application including 2 years experience as an eligibility worker for the City of Los Angeles section Eight Rental Assistance Program, and 5 Years experience monitoring the Century Freeway Replenishment Housing Program which provided affordable replacement housing in accordance with Department of Transportation and HUD guidelines. Most recently, during the past 2 years she has provided principal grant administration for the County of Monterey's grant award from the Department of Energy's (DOE), Energy Efficiency Block Grant Program (EECBG).*

*The Department of Public Works (DPW) Project Development (PD) staff will assist the Project Manager with all of the CDBG grant administration requirements. The PD staff has over 20 years experience in the administration and financial management of local, state and federal grants that include, but are not limited to, CDBG grants, HOME Program, Department of Transportation, and most recently the Department of Energy's (DOE) Federal Stimulus, Energy Efficiency Block Grant Program (EECBG).*

Identify all other persons involved in the delivery of services for this activity, noting whether these positions are current or pending this award.

Other Project Staff	Department	Status
Patricia A. Lopez, Management Analyst III	DPW, PD	Current
Ogarita Carranza, Management Analyst II	DPW, PD	Current
Paul H. Greenway, P.E., Assistant Director of Public Works	DPW, PD	Current
Marvin Rose, P.E, Executive Mgmt Specialist	DPW, Architectural Services (AS)	Current
Judy Jeska, Assistant Architectural Services Manager,	DPW, AS	Current
Rita Hickman, Senior Secretary	DPW, AS	Current

Rocio Quezada, Senior Secretary	DPW	Current	
Irma Estrada, Senior Secretary	DPW	Current	
George Salcido, County Real Estate Specialist	DPW	Current	
Jayanti Addleman, County Librarian	Monterey County Libraries	Free	Current
Chris Ricker, Managing Librarian	Monterey County Libraries	Free	Current
Robin Cauntay, Principal Librarian	Monterey County Libraries	Free	Current
Ben Ramos, Architect of Record	Kitchell CEM	Current	

**Discuss the timeline for the project including dates for start and completion and other significant stages such as hiring staff or securing a site, as applicable to your project. Indicate if this project is ongoing in nature.**

Task	Start	Finish	Status
Design, plan-check and permitting	FY2011	February 2013	95%
Environmental including CEQA clearance and completing Phase II assessment	FY2010	March 2013	90%
Approval of plans and specs	February 2013	March 2013	
Right-of-Way/Utilities including sale and removal of existing excess property	FY2011	April 2012	80%
Advertise for bid and award contract	March 2013	June 2013	
Contract negotiations and Notice to Proceed for construction	June 2013	August 2013	
Construction	August 2013	January 2014	
Project close-out and move-in	January 2014	March 2014	

#### 4. MANAGEMENT AND PAST EXPERIENCE

**Describe your organization's experience. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.**

*The County of Monterey, Department of Public Works, Architectural Services Division manages facility construction projects and has completed numerous construction projects for the County of Monterey including the Installation of Photovoltaic System at the Public Works Yard in Salinas, CA (2012), County of Monterey Health Department Administration Building (October 2009) and the Japanese School House renovation in Castroville, CA (November 2009).*

*The County of Monterey, Department of Public Works, Project Development Division is responsible for securing and administering grants as well as providing project management support for capital projects. Project Development staff have over 20 years experience administering both state and federal grant awards including various Department of Transportation grants, CDBG grants, and most recently the Department of Energy's (DOE), Energy Efficiency Block Grant Program (EECBG) (December, 2010 through December, 2013).*

*The County Monterey Free Library Department has worked collaboratively with various County Departments and outside vendors and contractors to successfully rebuild several County Libraries including most recently the Marina Library and Administrative Offices (August 2007) the Gonzales Library (August 2008).*

## 5. COLLABORATION

Identify any other agencies/partners in this activity and define the roles and responsibilities of these partners.

County of Monterey Board of Supervisors	Reviewed and supported the San Lucas Branch Library project scope and budget through the Capital Improvement Committee and the Budget Committee.
County of Monterey Free Libraries Department	Works collaboratively with the Department of Public works through all phases of project design (programming, design-development, and construction document) and through construction completion.
Kitchell CEM	Kitchell CEM is the Architect of Record and has provided project design and engineering services for the project. Kitchell CEM represents the County through permitting, bid administration and construction administration.
San Lucas Union School District	Assisted with San Lucas community outreach and two community meetings about the proposed library project; Sold the library site (previously owned by the San Lucas Union School District) to the County of Monterey for \$1 with the intent of rebuilding a new library facility to serve residents of San Lucas.
The Friends of the King City Library (Friends)	The Friends of the King City Library (Friends) will act as an umbrella support group and help the community by supporting the rebuilding and long-term sustainability of the San Lucas Branch Library.
Environmental Protection Agency (EPA), Region 9	Providing no-cost Phase II Environmental Assessment under the EPA Targeted Brownfield Assessment (TBA) Program.

If you have no collaborative partners explain how you propose to coordinate your services with other community agencies in order to leverage resources.

## 6. PROPERTY INFORMATION

Complete applicable items for all public facility and infrastructure projects (including acquisition, rehabilitation, and demolition).

Who (agency name) is the legal owner of the property?

County of Monterey

If you are pursuing site control, please present the timeline to obtain firm site control.

Who (agency name) will be the final owner of the property?

County of Monterey

Square footage of proposed building or building addition:

1,160sf

Square footage of construction site parcel:

10,000sf

Length of improvements if street, water, or sewer project: N/A

Service capacity of existing facility:

The Library has an occupancy capacity of 30. The library will service all 851 residents.

Improved capacity of the facility:

n/a

Age of structure: n/a      Historic status: n/a

## 7. FAIR LABOR STANDARDS ACT COMPLIANCE

Construction projects over \$2,000 are subject to Davis-Bacon Prevailing Wage reporting regulations. If applicable to your project, answer the following questions:

Who (person) will administer your Davis-Bacon compliance? <i>Project Manager, Florence Kabwasa-Green</i>	
Prior Related Experience: YES, <i>Department of Energy, Energy Efficiency and Conservation Block Grant Program (EECBG), December 2010 through December 2012; Grant # EE000897</i>	
Phone number: 831-755-4805	Fax Number: 831-755-4958
E-mail Address: <i>kabwasa-greenfa@co.monterey.ca.us</i>	

## 8. IMPLEMENTATION SCHEDULE - Attach a separate page if necessary.

Major Milestones	Month/Year to Begin	Month/Year to End
Design, plan-check and permitting	FY 2011	February 2013
Environmental	FY 2010	March 2013
Approval of plans and specs	February 2013	March 2013
Right-of-Way/Utilities including sale and removal of existing excess property	FY 2011	April 2012
Advertise for bid and award contract	March 2013	June 2013
Contract negotiations and Notice to Proceed for construction	June 2013	August 2013
Construction	August 2013	January 2014
Project close-out and move-in	January 2014	March 2014

## 9. GEOGRAPHIC BOUNDARIES

Describe the geographic boundaries and census tracts of the neighborhood, community, or region to be served by the project. This description must include service area boundaries if land acquisition or structural improvements are proposed. **See Attached Area Benefit Map.**

The property is located at 54692 Teresa Street, San Lucas, Monterey County, California and is situated on Monterey county Assessor's Parcel Number (APN) 231-036-005. The service area is the San Lucas Designated Place (CDP) in census tract 011301, block group 2.

## 10. MAINTENANCE AND OPERATIONS BUDGET

All capital improvements or facilities projects will require a Maintenance and Operation (M & O) contract between the County and an M & O Entity. Only applicants requesting funding for proposals for CONSTRUCTION must complete this section.

Who (agency name) will be responsible for the ongoing maintenance and operations of the facility?  
*County of Monterey, Department of Public Works, Facilities Division.*

**Attach the proposed maintenance and operations budget** reflecting both expenditures and revenue (sources and amounts) for a Five-Year service period. HUD program income is the income generated by the use of the facility, less the operating costs associated with generating the income. The County considers utilities, maintenance and general facility maintenance to be operating costs that should be subtracted from revenue to determine program income. A copy of the County of Monterey's Program Income Reuse Policy and Procedures may be requested by sending an e-mail to the County. **See attached O & M Budget**

An authorized person representing the responsible organization must sign the certification on the next page.

## Certification of Maintenance and Operations Budget

The governing body of County of Monterey a Public, Quasi-Public, or Non-Profit entity, has the financial capacity and is willing to assume the maintenance and operation responsibility and costs associated with the indicated Community Development project. This body has reviewed the proposed operation and maintenance budget stated above and to the best of its ability has determined this budget to be a true and accurate estimate of the annual maintenance and operation costs for the proposed budget.

The following is the name and address of the entity which is proposed to provide maintenance and operation services for the proposed project:

Full Name: County of Monterey, Department of Public Works, Facilities Division

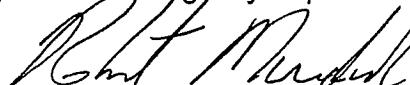
Street Address: 168 West Alisal Street, 2<sup>nd</sup> Floor

City, State, Zip Code: Salinas, CA 93901

It is understood that without a commitment for maintenance and operation, the indicated project may not be considered for funding under the Community Development Block Grant Program. Should this project be funded, a formal Maintenance and Operations Contract between the County and entity providing maintenance and operations services shall be written and signed before any funds can be released.

Please note that Community Development Block Grant Funds may not be utilized for ongoing maintenance and operation costs of capital improvements/facilities.

Acknowledged by Authorized Agency Representative:



Title of Authorized Agency Representative: Public Works Director

Date Certification Signed: 12/21/12

**C. HUD REQUIRED BENEFICIARY INFORMATION**

**1. Income Eligibility** – Indicate how your organization verifies **income eligibility** of clients.

**\*Be sure to provide the documentation indicated for your selection(s)\***

<b>Area of Benefit.</b> Project service area has been identified and determined to be statistically low/mod-income based on the 2000 Census. If you use this method, provide all Census Tracts and Block Groups served by your project and a calculation of the low/mod-income percentage. (Refer to Census Block Group data provided with the Application Instruction.) <u>See Attached Area Benefit map.*</u>	<input checked="" type="checkbox"/> 011301, Block Group 2
<b>Income Certification.</b> Clients independently "income-certify" on a membership form, intake form, etc. If you use this method, please <u>attach blank "intake" form.</u> *	
<b>Client Document Review.</b> Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please <u>attach worksheet.</u> *	
<b>Presumed Beneficiaries.</b> Clients served are primarily and specifically from one of the following groups: abused children, battered spouses, elderly persons (62 years of age or older), illiterate persons, migrant farm workers, handicapped individuals, homeless persons, persons with AIDS. <u>If you use this method, please indicate which group.</u> *	
<b>Other.</b> Survey, other documentation (required documentation for other governmental programs, etc.). <u>Please explain on a separate page.</u> *	

Note: HUD has not yet released new Low/Mod Income data using 2010 Census. Jurisdictions are instructed to use the existing 2000 Census data.

**2. Race and Ethnicity** – The Federal Office of Management and Budget (OMB) required implementation by December 31, 2002, of the data collection standards for federal grant recipients as described in the instructions.

**PROVIDE A COPY OF YOUR PROGRAM'S "ELIGIBILITY" (CLIENT INTAKE) FORM.**

**See attached San Lucas CDP- Profile of General Demographic Characteristics: 2000.**

### 3. Location of Beneficiaries

Indicate the beneficiaries to be served according to the geographic area to be covered.

Information Requested  (For Beneficiaries, indicate "P" for persons or "H" for households)	Total Number of Beneficiaries Estimated to be Served  <b>FY 2013-14</b>	Low/Mod Income Beneficiaries Estimated to be Served  <b>FY 2013-14</b>
Gonzales		
Del Rey Oaks		
Unincorporated Area	854	517
<b>TOTAL</b>	<b>854</b>	<b>517</b>

Please indicate the source of your information.

**Source:** U.S Census Bureau, 2000, Census Tract 011301, Block 2; County of Monterey 2013-14 CDBG Public Facility/Infrastructure Proposal Instructions, Appendix A.

Answer the following questions, or indicate N/A, about the beneficiaries of this Project

- a. Number of persons with access to a **new** facility or infrastructure that did not previously exist or was not available for this new purpose. **854**
- b. Number of persons with access to an **improved** or expanded facility or infrastructure. **N/A**
- c. Number of beds created in overnight shelter or other emergency housing. **N/A**

**D. ORGANIZATIONAL CAPACITY N/A**

This section is to be completed by all non-governmental applicants.

**HUD Grant Experience for the past three years.**

HUD Grant Program	Purpose of Grant	Date(s) Obtained	Funding Amount

(Attach one copy of your Agency's most recent financial and audit reports.)

What is your agency's fiscal year?	
Date of your organization's most recently completed audit. (Month/Year)	
What fiscal year did this most recent audit include? (Month/Year - Month/Year)	
Was this audit conducted in compliance with the Single Audit Act? (Yes or No)	
Are there any outstanding audit findings which remain unresolved? <b>If yes, please attach explanation.</b>	

**Financial Management** - Refer to the Application Instructions for a list of mandatory federal requirements for management of CDBG funds.

**Organizational Structure**

<b>Documents to Be Attached by Non-Profit and For-Profit Organizations</b>	
Articles of Incorporation and Bylaws	
Organization Chart	
List of the Board of Directors	
Non-Profit Determination letters from the Federal Internal Revenue Service and the State Franchise Tax Board (Form 501 (c) 3)	

**Insurance Documentation** - All applicants, except County of Monterey Agencies, must submit a copy of current insurance coverage (General Liability, Automobile, Worker's Compensation, etc.) **with this application**. If funded, an updated insurance policy will be required with the County of Monterey listed as "additionally insured."

Is this a "faith-based" organization? \* Yes or No

\*Generally, a faith-based organization was founded or is inspired by faith or religion.

## **E. DEVELOPMENT BUDGET /LEVERAGING**

Projects that receive an award of CDBG funding are often awarded less than the amount originally requested. Discuss below whether your proposed activity could be undertaken with a reduced commitment of funding and, if so, highlight how that would affect the scope of services you are proposing.

*The project can move forward with a reduced commitment of funding, however the construction scope will need to be reduced. This will impact the ability to implement certain items such as the purchase of library equipment and furniture, the installation of outdoor patio trellis for outdoor programming, the roof top solar photovoltaic system, outdoor landscaping and the use of sustainable materials to achieve LEED certification.*

Identify sources of leveraged funding, including in-kind match, for this activity in the Tables referenced below. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, in-kind amount for volunteers, staff time, etc.).

### **1. Current Year Project Funding**

Submit TABLE I - Public Facility/Infrastructure Project FY 2012-13 Adopted Budget Form to provide details specific to a related project from fiscal year 2012-2013 ONLY; NOT the budget for your entire Agency or program. A copy of this file is included at the end of this section. The **Excel File** is available on the Community Development website. If you are requesting funds for a new project, write "New Project" in the space provided for Project in Table I.

See Attached Table I.

### **2. Anticipated Project Funding**

Submit TABLE II - Public Facility/Infrastructure Project FY 2013-14 Proposed Budget Form to provide detail specific to this project ONLY; NOT the budget for your entire Agency or program.

Describe other funding identified for this project and when it will be secured. Indicate the staff person able to answer questions regarding this budget in the space provided for **Budget Estimator**. A copy of this file is included at the end of this section and the **Excel File** is available on the Community Development website.

See Attached Table II.

**Briefly describe what this grant will pay for in the text box at the bottom of TABLE II.** If your program includes more than one component (i.e. emergency shelter, transitional housing, day care center, job training, transportation), indicate which specific component(s) will be paid for with the requested CDBG funds.

### **3. Project Pro Forma**

Attach a project pro forma for construction. If not yet available, please provide ASAP; project will not be considered for approval until it has been received.

*See Attached Kitchell Construction Estimate.*

#### **TABLE I - PUBLIC FACILITY/INFRASTRUCTURE PROJECT FY 2012-13 ADOPTED BUDGET**

**See Table I Attached**

#### **TABLE II - PUBLIC FACILITY/INFRASTRUCTURE PROJECT FY 2013-14 PROPOSED BUDGET**

**See Table II Attached**

**F. PRELIMINARY ENVIRONMENTAL REVIEW**

**Project Information**

Project Name	<i>San Lucas Branch Library Project</i>
Assessor's Parcel Number of Project Site. Please provide a Legal Description and location map and attach them to this application.	APN: 231-036-005-000 <i>See Attached Legal Description and Location Map</i>
Parcel Size	.257 acre
Project Type (Check all that apply)	<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Acquisition <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Other
Has this project previously received NEPA environmental clearance? If yes, attach a copy of the Environmental Review.	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one) Year clearance completed _____

**Historic Preservation**

Note the year that <u>each</u> of the structure(s) on the parcel was constructed.	<i>The following structures have been removed as part of the project scope:</i> <i>Building 1, 1945</i> <i>Building 2, circa 1965-1971</i>
Are any of the structures designated or eligible for listing on the National Register or Historic Places?	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one)
Please indicate how these structures are currently used (i.e., real estate office, residential apartment, etc.).	Currently un-occupied and slated for removal.
Are any of the structures considered of local historic significance? If yes, cite the source.	Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (Please circle one)
If any of the structures have been remodeled, please note when the remodeling occurred and which portions of the building were impacted.	N/A

## Local Land Use Review

What is the local land use authority for this site? (City or unincorporated County)	<i>Unincorporated County of Monterey</i>
What is the zoning for this parcel? (Contact the local Planning Department)	<i>Public/Quasi Public</i>
Is the project's land use consistent with the zoning designation?	<b>Yes</b> No   Unknown (Please circle one)
What is the General Plan and/or Area Plan Designation? (Contact the local Planning	<i>South County Area Plan</i>
Is the project's land use consistent with the General Plan and/or Area Plan Designation?	<b>Yes</b> No   Unknown (Please circle one)
Please list the local permits required to approve the proposed project (e.g. site approval/conditional use permit, planned development permit, etc.).	<i>Planned building permit through County of Monterey Building Department</i>
Have the listed permit applications been initiated? Please note the status of any required permit applications.	<b>Yes</b> , currently in plan-review
Has a CEQA environmental document already been prepared for this project by the local Planning Department or is this review in process? If completed, what was the determination (i.e., MND, ND, EIR, etc.)?	<b>Yes</b> : CEQA Exemption Received in 2012.
Has a NEPA review or an Environmental Assessment for this project already been completed or is this review in process by another agency?	<b>No</b>

## Environmental Compliance Checklist

<p>Please describe the project site, the existing or proposed structures, and the existing land use. Submit one or more photos of the existing site (one set of photos with original application). <b>See attached Project Photos.</b></p>	<p><i>The project site is located at 54692 Teresa Street, San Lucas, Monterey County, California. The Monterey County Assessor's Parcel Number (APN) is 231-036-005. The total acreage of the property is 0.257 acre, and includes a one-story building formerly used as the San Lucas Library (54692 Teresa Street) and a one-story building formerly used by the San Lucas County Water District for an office (54694 Teresa Street). These structures will be removed. A concrete floor slab, remnants of a former auto repair garage, is present on the southwestern portion of the property. The existing land use is Public Quasi Public.</i></p>
<p>Has a Phase I Site Assessment Report been completed for this project?</p>	<p><b>Yes</b>   <b>No</b>   <b>Unknown</b> (Please circle one)</p>
<p>Has an Archaeological Phase I Survey been completed for this site?</p>	<p><b>Yes</b>   <b>No</b>   <b>Unknown</b> (Please circle one)</p>
<p>Is the Project located near areas where flammable, explosive, or toxic chemicals are stored or transported? If so, describe.</p>	<p><b>No</b></p>
<p>Please note the land uses surrounding the proposed project site.</p>	<p><b>North</b> – An alley followed by a house (53364 San Benito Street)  <b>East</b> – Teresa Street, beyond which is a vacant lot followed by a United States Post Office facility (53575 Main Street)  <b>South</b> – Main Street followed by vacant land and a set of railroad tracks  <b>West</b> – A vacant lot</p>
<p>Is the project site within line-of-sight of an arterial roadway or railway? List the name of the road/railroad and the distance to the nearest proposed structure(s) on the site.</p>	<p><b>YES:</b> Main Street followed by vacant land and a set of railroad tracks --- miles of south of project site parcel.</p>
<p>Will this project create noise sensitive uses? For instance, is this a new residential project that will house families? If so, have noise attenuation measures been incorporated into the proposed project?</p>	<p><b>No</b></p>
<p>Is the project site located on existing or previously cultivated farmland?</p>	<p><b>No</b></p>
<p>Is the project site in either a 100-year or 500-year floodplain? If so, please</p>	<p><b>No</b></p>

describe. (Contact the local Public Works Department for the site's flood zone designation)	
Is the project located in or near a wetlands area?	<b>No</b>
Approximately how far is the project site from the nearest airport?	<i>8.95 mi</i>

## Additional Questions for Rehabilitation of Existing Structures

<p>Describe the rehabilitation activities in detail. Will the existing structure(s) be expanded? Will rehabilitation impact any external elements of the building(s)? To what extent will demolition of existing building structures or elements play a role in the rehabilitation?</p>	<p><i>Rehabilitation activities include the removal of existing structures which were sold to a third party as excess property; testing, abatement and demolition of remaining concrete pads; construction of a new 1,160 sf wood framed structure on the property.</i> <i>Existing Structures will not be expanded and will not impact external elements of the building. Existing structures have been sold as excess property and will be removed from property by third party in accordance with all applicable laws and permit requirements.</i> <i>Remaining concrete pads will be tested, abated and demolished prior to construction of new 1160sf structure.</i></p>
<p>Have the structure(s) been tested for asbestos, mold, or lead-based paint? If so, will the proposed rehabilitation disturb these substances?</p>	<p><i>Yes, existing Library structure has been tested for asbestos, mold, or lead-based paint. The second structure has not been tested asbestos, mold, or lead-based paint.</i> <i>YES, proposed rehabilitation may disturb substances in concrete slabs which will be demolished after the buildings are moved by third party.</i></p>

## **G. AGENCY CERTIFICATIONS**

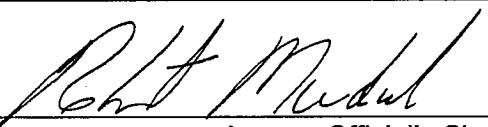
The following certification **must** be completed and signed by an authorized agency representative to be further considered for HUD program funding.

The undersigned agency hereby certifies that:

- a. The information contained herein and in the attached is complete and accurate. No material information has been omitted, including financial information.

[U.S. Code, Title 31, Section 3729, False Claims, provides a civil penalty of not less than \$5,000 and not more than \$10,000, plus 3 times the amount of damages for any person who knowingly presents, or causes to be presented, a false or fraudulent claim; or who knowingly makes, or causes to be used, a false record or statement; or conspires to defraud the Government by getting a false or fraudulent claim allowed or paid. HUD will prosecute false claims and statements and conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)].

- b. The agency certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency.
- c. The agency shall comply with all federal and County policies and requirements applicable to the CDBG program as appropriate for the funding if received.
- d. The federal assistance made available through the CDBG program funding is not being utilized to substantially reduce the prior levels of local financial support for community development activities.
- e. If CDBG funds are approved for a facility:
  - i. The agency shall maintain and operate the facility for its approved use for a period of not less than 5 years, unless given specific approval from HUD to do otherwise;
  - ii. To the best of our knowledge, sufficient funds will be available to complete the project as proposed; and
  - iii. To the best of our knowledge, sufficient funds will be available to operate the project for 5 years.

County of Monterey Department of Public Works	
Name of Agency	
Robert K. Murdoch, P.E., Director of Public Works	
Typed Name and Title of Agency Official	
	12/21/12
Agency Official's Signature	Date of Signature
Telephone Number of Agency Official 831 755-4800	e-Mail Address of Agency Official <a href="mailto:murdochr@co.monterey.ca.us">murdochr@co.monterey.ca.us</a>

**CDBG PROGRAM**  
**Project Proposal Checklist**  
**Program Year 2013-14**

Organization: County of Monterey Department of Public Works      Project: San Lucas Library Project

Items to include for this application:

	Check if Included	Application Information / Documentation CDBG Public Facility / Infrastructure Application
A	✓	Application – Original and three copies
B	✓	Application – in Word format sent on CD
C	✓	Table I – Public Facility / Infrastructure Adopted Budget for FY 2012-13
D	✓	Table II – Public Facility / Infrastructure Proposed Budget for FY 2013-14
E	✓	Project Pro Forma
F	✓	Evidence of Insurance Coverage
G	✓	Program Intake Policies and Procedures and Privacy Notice- See attached CDP Demographic Profile, Census 2000

Items to include for each organization (Do not duplicate for each application.):

	Check if Included with this Application	Indicate with which Application Item is Included	Organizational Information / Documentation
A	N/A		Most Recent Audited Financial Statement
B	N/A		List of Board of Directors and Affiliations
C	N/A		Organizational Chart

**PLEASE INCLUDE A COPY OF THIS CHECKLIST WITH YOUR ORIGINAL APPLICATION.**

**TABLE I - PUBLIC FACILITY / INFRASTRUCTURE PROJECT FY 2012-13 ADOPTED BUDGET**

Applicant: County of Monterey  
 Project: San Lucas Branch Library Project

**Revenue**

(Specify Source)		Amount	Status*
Source 1:	County of Monterey General Fund	\$ 150,000	C
Source 2:	Monterey County Library Foundations	350,000	C
Source 3:	TBD	194,000	N
Source 4:		-	
Source 5:			
<b>Total Revenue</b>		<b>\$ 694,000</b>	

**Status\*:**

C = Committed Funds

P = Funds that have been applied for and decision is pending

N = Funds that have not yet been requested

**Expenses \*\***

Category	\$ Amount
Personnel Wages/Benefits	\$ 243,081
Site Acquisition (Including real estate, closing costs, escrow costs, etc.)	1,365
Architectural and Engineering Services	52,605
Pre-Construction Costs (appraisal, fees, studies, permits, etc.)	21,271
Off-Site Development Costs (Utilities, roads, access. Please specify):	
Site Preparation Costs (not included in construction contract)	
Construction Labor & Materials (Including Davis-Bacon compliance): 95% CD Estimate Not Inlcuding Add Alternates	316,233
Construction Administration	14,701
Project Management	
Other Costs (Please specify):Special Testing	4,621
Construction contingency	31,623
Cabling & Infrastruture	8,500
Add Alternates: Trellis, Solar PV, Landscaping, FF &E, LEED Upgrades	-
Add Alternate Soft Costs/Contingency	-
	-
<b>Total Expenses</b>	<b>\$ 694,000</b>

**Budget Estimator:**

Name: Florence Kabwasa-Green

Title: Management Analyst II

Phone: 831-755-4805

\*\* If necessary, you may edit the fields to properly reflect your expense categories.

**TABLE II- PUBLIC FACILITY / INFRASTRUCTURE PROJECT FY 2012-13 PROPOSED BUDGET**

**Applicant:** County of Monterey  
**Project:** San Lucas Branch Library Project

**Revenue**

	(Specify Source)	Amount	Status*
Source 1:	County of Monterey General Fund	\$ 150,000	C
Source 2:	Monterey County Library Foundations	350,000	C
Source 3:	Monterey Peninsula Foundation	350,000	C
Source 4:	CDBG	194,000	N
Source 5:			
<b>Total Revenue</b>		<b>\$ 1,044,000</b>	

**Status\*:**

C = Committed Funds  
 P = Funds that have been applied for and decision is pending  
 N = Funds that have not yet been requested

**Expenses \*\***

Category	\$ Amount
Personnel Wages/Benefits	\$ 243,081
Site Acquisition (Including real estate, closing costs, escrow costs, etc.)	1,365
Architectural and Engineering Services	52,605
Pre-Construction Costs (appraisal, fees, studies, permits, etc.)	21,271
Construction Labor & Materials (Including Davis-Bacon compliance): 95% CD Estimate	316,233
Construction Contingency	31,623
Construction Administration	14,701
Project Management	
Other Costs (Please specify): Special Testing and Inspections	4,621
Cabling & Infrastructure	8,500
Add Alternates: Trellis, Solar PV, Landscaping, FF & E, LEED Upgrades	257,000
Add Alternate Soft Costs/Contingency	93,000
<b>Total Expenses</b>	<b>\$ 1,044,000</b>

**Budget Estimator:**

Name: Florence Kabwasa-Green

Title: Management Analyst II

Phone: 831-755-4805

If necessary, you may edit the fields to properly reflect your expense categories.

**Briefly describe what this grant will pay for in the text box below:**

\*\*

The CDBG Grant will fund construction, labor and materials of the new 1160sf wood framed library facility.

**COUNTY OF MONTEREY**

SAN LUCAS LIBRARY

BUILDING: **SUMMARY**PHASE: **100% CONSTRUCTION DOCUMENTS**PREPARED BY: **Kitchell CEM**ESTIMATE DATE: **SEPTEMBER 18, 2012**

BID DATE:

REVISED DATE: **OCTOBER 29, 2012**PREPARED BY: **Kitchell CEM (TP)**
 PRINT DATE: 10/29/2012  
 PRINT TIME: 3:51 PM  
 PAGE 1 OF 17  
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**PROJECT SUMMARY**

BUILDING	QUANTITY	UNIT	COST PER UNIT	SUBTOTAL COST	TOTAL COST
SITEWORK				\$52,745	\$66,856
BUILDING	1,175	SF	\$212.24	\$196,745	\$249,377
<b>SUBTOTAL</b>	<b>1,175</b>	<b>SF</b>	<b>\$269.13</b>	<b>\$249,490</b>	<b>\$316,233</b>
ESTIMATING CONTINGENCY	5.00%			\$12,475	
GENERAL CONDITIONS	10.00%			\$26,196	
OVERHEAD AND PROFIT	6.00%			\$17,290	
INSURANCE AND BONDS	2.00%			\$6,109	
ESCALATION (3% / YEAR)	1.50%			\$4,673	
<b>TOTAL CONSTRUCTION COST</b>	<b>1,175</b>	<b>SF</b>	<b>\$269.13</b>	<b>\$316,233</b>	<b>\$316,233</b>

ALTERNATE 1 - TRELLIS STRUCTURE AT OUTDOOR ACTIVITIES AREA	\$30,035
ALTERNATE 2 - PHOTOVOLTAIC ROOF PANELS	\$72,400
ALTERNATE 3 - GROUND COVER AT PARKING	\$6,200

# PROJECT ESTIMATE SUMMARY

## COUNTY OF MONTEREY

PROJECT: SAN LUCAS LIBRARY

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
PRINT TIME: 3:51 PM  
PAGE 2 OF 17  
4617 San Lucas Es\_100CD R2.xls

PHASE: 100% CONSTRUCTION DOCUMENTS

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL I AND II</b>					
<b>A</b>	<b>SUBSTRUCTURE</b>				<b>\$17,999</b>	<b>\$15.32</b>
	A10 Foundations	\$14,200	\$17,999	\$15.32		
	A20 Basement Construction	\$0	\$0	\$0.00		
<b>B</b>	<b>SHELL</b>				<b>\$93,239</b>	<b>\$79.35</b>
	B10 Superstructure	\$24,462	\$31,006	\$26.39		
	B20 Exterior Closure	\$37,065	\$46,981	\$39.98		
	B30 Roofing	\$12,033	\$15,252	\$12.98		
<b>C</b>	<b>INTERIORS</b>				<b>\$37,756</b>	<b>\$32.13</b>
	C10 Interior Construction	\$15,984	\$20,260	\$17.24		
	C20 Stairs	\$0	\$0	\$0.00		
	C30 Interior Finishes	\$13,804	\$17,496	\$14.89		
<b>D</b>	<b>SERVICES</b>				<b>\$83,514</b>	<b>\$71.08</b>
	D10 Conveying	\$0	\$0	\$0.00		
	D20 Plumbing	\$9,595	\$12,162	\$10.35		
	D30 HVAC	\$20,455	\$25,927	\$22.07		
	D40 Fire Protection	\$588	\$745	\$0.63		
	D50 Electrical	\$35,250	\$44,680	\$38.03		
<b>E</b>	<b>EQUIPMENT &amp; FURNISHINGS</b>				<b>\$16,871</b>	<b>\$14.36</b>
	E10 Equipment	\$0	\$0	\$0.00		
	E20 Furnishings	\$13,310	\$16,871	\$14.36		
<b>F</b>	<b>SPECIAL CONSTRUCTION &amp; DEMOLITION</b>				<b>\$0</b>	<b>\$0.00</b>
	F10 Special Construction	\$0	\$0	\$0.00		
	F20 Selective Demolition	\$0	\$0	\$0.00		
<b>G</b>	<b>BUILDING SITEWORK</b>				<b>\$66,856</b>	<b>\$56.90</b>
	G10 Site Preparation	\$15,336	\$19,439	\$16.54		
	G20 Site Improvements	\$26,681	\$33,819	\$28.78		
	G30 Site Civil / Mechanical Utilities	\$5,728	\$7,260	\$6.18		
	G40 Site Electrical Utilities	\$5,000	\$6,338	\$5.39		
	G90 Other Site Construction	\$0	\$0	\$0.00		
	<b>SUBTOTAL</b>	<b>\$249,490</b>	<b>\$316,233</b>	<b>\$269.13</b>	<b>\$316,233</b>	<b>\$269.13</b>
	ESTIMATING CONTINGENCY	5.00%	\$12,475			
	GENERAL CONDITIONS	10.00%	\$26,196			
	OVERHEAD AND PROFIT	6.00%	\$17,290			
	INSURANCE AND BONDS	2.00%	\$6,109			
	ESCALATION (3% / YEAR)	1.50%	\$4,673			
	<b>TOTAL</b>	<b>\$316,233</b>	<b>\$316,233</b>	<b>\$269.13</b>	<b>\$316,233</b>	<b>\$269.13</b>

## ESTIMATE SUMMARY

### COUNTY OF MONTEREY

PROJECT: SAN LUCAS LIBRARY

BUILDING GSF: 1,175

PRINT DATE: 10/20/2012  
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PHASE: 100% CONSTRUCTION DOCUMENTS

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL III PAGE 1 OF 2</b>			
A1010	Standard Foundations	\$9,500	\$12,041	\$10.25
A1020	Special Foundations	\$0	\$0	\$0.00
A1030	Slab on Grade	\$4,700	\$5,957	\$5.07
A2010	Basement Excavation	\$0	\$0	\$0.00
A2020	Basement Walls	\$0	\$0	\$0.00
B1010	Floor Construction	\$0	\$0	\$0.00
B1020	Roof Construction	\$24,462	\$31,006	\$26.39
B2010	Exterior Walls	\$23,060	\$29,229	\$24.88
B2020	Exterior Windows	\$4,305	\$5,457	\$4.64
B2030	Exterior Doors	\$9,700	\$12,295	\$10.46
B3010	Roof Coverings	\$11,033	\$13,985	\$11.90
B3020	Roof Openings	\$1,000	\$1,268	\$1.08
C1010	Partitions	\$8,415	\$10,666	\$9.08
C1020	Interior Doors	\$6,100	\$7,732	\$6.58
C1030	Fittings	\$1,469	\$1,862	\$1.58
C2010	Stair Construction	\$0	\$0	\$0.00
C2020	Stair Finishes	\$0	\$0	\$0.00
C3010	Wall Finishes	\$3,687	\$4,673	\$3.98
C3020	Floor Finishes	\$4,705	\$5,964	\$5.08
C3030	Ceiling Finishes	\$5,412	\$6,859	\$5.84
D1010	Elevators and Lifts	\$0	\$0	\$0.00
D1020	Escalators & Moving Walks	\$0	\$0	\$0.00
D1090	Other Conveying Systems	\$0	\$0	\$0.00
D2010	Plumbing Fixtures	\$9,595	\$12,162	\$10.35
D2020	Domestic Water Distribution	\$0	\$0	\$0.00
D2030	Sanitary Waste	\$0	\$0	\$0.00
D2040	Rain Water Drainage	\$0	\$0	\$0.00
D2090	Other Plumbing Systems	\$0	\$0	\$0.00
D3010	Energy Supply	\$0	\$0	\$0.00
D3020	Heat Generation	\$0	\$0	\$0.00
D3030	Refrigeration	\$0	\$0	\$0.00
D3040	HVAC Distribution	\$20,455	\$25,927	\$22.07
D3050	Terminal Packaged Units	\$0	\$0	\$0.00
D3060	HVAC Instrumentation & Cntrls	\$0	\$0	\$0.00
D3070	Testing, Adjusting and Balance	\$0	\$0	\$0.00
D3090	Other Special HVAC Systems	\$0	\$0	\$0.00
D4010	Sprinklers	\$0	\$0	\$0.00
D4020	Standpipes	\$0	\$0	\$0.00
D4030	Fire Protection Specialties	\$588	\$745	\$0.63
D4090	Other Fire Protection Systems	\$0	\$0	\$0.00
D5010	Electrical Service and Distribution	\$5,875	\$7,447	\$6.34
D5020	Lighting and Branch Wiring	\$21,150	\$26,808	\$22.82
D5030	Communications and Security	\$8,225	\$10,425	\$8.87
D5090	Other Electrical Systems	\$0	\$0	\$0.00
E1010	Commercial Equipment	\$0	\$0	\$0.00
E1020	Institutional Equipment	\$0	\$0	\$0.00

## ESTIMATE SUMMARY

## COUNTY OF MONTEREY

**PROJECT: SAN LUCAS LIBRARY**

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
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**PHASE: 100% CONSTRUCTION DOCUMENTS**

ESTIMATE DATE: SEPTEMBER 18, 2012

**BID DATE:**

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL III PAGE 2 OF 2</b>			
E1030	Vehicular Equipment	\$0	\$0	\$0.00
E1090	Other Equipment	\$0	\$0	\$0.00
E2010	Fixed Furnishings	\$13,310	\$16,871	\$14.36
E2020	Movable Furnishings	\$0	\$0	\$0.00
F1010	Special Structures	\$0	\$0	\$0.00
F1020	Integrated Construction	\$0	\$0	\$0.00
F1030	Special Construction Systems	\$0	\$0	\$0.00
F1040	Special Facilities	\$0	\$0	\$0.00
F1050	Special Controls & Instrumentation	\$0	\$0	\$0.00
F2010	Building Elements Demolition	\$0	\$0	\$0.00
F2020	Hazardous Components Abatement	\$0	\$0	\$0.00
G1010	Site Clearing	\$638	\$808	\$0.69
G1020	Site Demolition & Relocations	\$8,892	\$11,270	\$9.59
G1030	Site Earthwork	\$5,807	\$7,361	\$6.26
G1040	Hazardous Waste Remediation	\$0	\$0	\$0.00
G2010	Roadways	\$0	\$0	\$0.00
G2020	Parking Lots	\$13,197	\$16,727	\$14.24
G2030	Pedestrian Paving	\$3,685	\$4,671	\$3.98
G2040	Site Development	\$820	\$1,039	\$0.88
G2050	Landscaping	\$8,979	\$11,381	\$9.69
G3010	Water Supply	\$3,682	\$4,657	\$3.97
G3020	Sanitary Sewer	\$2,046	\$2,593	\$2.21
G3030	Storm Sewer	\$0	\$0	\$0.00
G3040	Heating Distribution	\$0	\$0	\$0.00
G3050	Cooling Distribution	\$0	\$0	\$0.00
G3060	Fuel Distribution	\$0	\$0	\$0.00
G3090	Other Site Mechanical Utilities	\$0	\$0	\$0.00
G4010	Electrical Distribution	\$5,000	\$6,338	\$5.39
G4020	Site Lighting	\$0	\$0	\$0.00
G4030	Site Communications & Security	\$0	\$0	\$0.00
G4090	Other Site Electrical Utilities	\$0	\$0	\$0.00
G9010	Service Tunnels	\$0	\$0	\$0.00
G9090	Other Site Systems	\$0	\$0	\$0.00
	<b>SUBTOTAL</b>	<b>\$249,490</b>	<b>\$316,233</b>	<b>\$269.13</b>
ESTIMATING CONTINGENCY	5.00%	\$12,475		
GENERAL CONDITIONS	10.00%	\$26,196		
OVERHEAD AND PROFIT	6.00%	\$17,290		
INSURANCE AND BONDS	2.00%	\$6,109		
ESCALATION (3% / YEAR)	1.50%	\$4,673		
<b>TOTAL</b>		<b>\$316,233</b>	<b>\$316,233</b>	<b>\$269.13</b>

## ESTIMATE SUMMARY

### COUNTY OF MONTEREY

PROJECT: SAN LUCAS LIBRARY

PHASE: 100% CONSTRUCTION DOCUMENTS

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

BUILDING: SITWORK

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
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ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL I AND II</b>					
<b>A</b>	<b>SUBSTRUCTURE</b>				<b>\$0</b>	<b>\$0.00</b>
	A10 Foundations	\$0	\$0	\$0.00		
	A20 Basement Construction	\$0	\$0	\$0.00		
<b>B</b>	<b>SHELL</b>				<b>\$0</b>	<b>\$0.00</b>
	B10 Superstructure	\$0	\$0	\$0.00		
	B20 Exterior Closure	\$0	\$0	\$0.00		
	B30 Roofing	\$0	\$0	\$0.00		
<b>C</b>	<b>INTERIORS</b>				<b>\$0</b>	<b>\$0.00</b>
	C10 Interior Construction	\$0	\$0	\$0.00		
	C20 Stairs	\$0	\$0	\$0.00		
	C30 Interior Finishes	\$0	\$0	\$0.00		
<b>D</b>	<b>SERVICES</b>				<b>\$0</b>	<b>\$0.00</b>
	D10 Conveying	\$0	\$0	\$0.00		
	D20 Plumbing	\$0	\$0	\$0.00		
	D30 HVAC	\$0	\$0	\$0.00		
	D40 Fire Protection	\$0	\$0	\$0.00		
	D50 Electrical	\$0	\$0	\$0.00		
<b>E</b>	<b>EQUIPMENT &amp; FURNISHINGS</b>				<b>\$0</b>	<b>\$0.00</b>
	E10 Equipment	\$0	\$0	\$0.00		
	E20 Furnishings	\$0	\$0	\$0.00		
<b>F</b>	<b>SPECIAL CONSTRUCTION &amp; DEMOLITION</b>				<b>\$0</b>	<b>\$0.00</b>
	F10 Special Construction	\$0	\$0	\$0.00		
	F20 Selective Demolition	\$0	\$0	\$0.00		
<b>G</b>	<b>BUILDING SITWORK</b>				<b>\$66,856</b>	<b>\$56.90</b>
	G10 Site Preparation	\$15,336	\$19,439	\$16.54		
	G20 Site Improvements	\$26,681	\$33,819	\$28.78		
	G30 Site Civil / Mechanical Utilities	\$5,728	\$7,260	\$6.18		
	G40 Site Electrical Utilities	\$5,000	\$6,338	\$5.39		
	G90 Other Site Construction	\$0	\$0	\$0.00		
	<b>SUBTOTAL</b>	<b>\$52,745</b>	<b>\$66,856</b>	<b>\$56.90</b>	<b>\$66,856</b>	<b>\$56.90</b>
	ESTIMATING CONTINGENCY	5.00%	\$2,637			
	GENERAL CONDITIONS	10.00%	\$5,538			
	OVERHEAD AND PROFIT	6.00%	\$3,655			
	INSURANCE AND BONDS	2.00%	\$1,292			
	ESCALATION (3% / YEAR)	1.50%	\$988			
	<b>TOTAL</b>	<b>\$66,856</b>	<b>\$66,856</b>	<b>\$56.90</b>	<b>\$66,856</b>	<b>\$56.90</b>

## ESTIMATE SUMMARY

### COUNTY OF MONTEREY

PROJECT: SAN LUCAS LIBRARY

PHASE: 100% CONSTRUCTION DOCUMENTS

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

BUILDING: SITWORK

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
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ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL !!! PAGE 1 OF 2</b>			
A1010	Standard Foundations	\$0	\$0	\$0.00
A1020	Special Foundations	\$0	\$0	\$0.00
A1030	Slab on Grade	\$0	\$0	\$0.00
A2010	Basement Excavation	\$0	\$0	\$0.00
A2020	Basement Walls	\$0	\$0	\$0.00
B1010	Floor Construction	\$0	\$0	\$0.00
B1020	Roof Construction	\$0	\$0	\$0.00
B2010	Exterior Walls	\$0	\$0	\$0.00
B2020	Exterior Windows	\$0	\$0	\$0.00
B2030	Exterior Doors	\$0	\$0	\$0.00
B3010	Roof Coverings	\$0	\$0	\$0.00
B3020	Roof Openings	\$0	\$0	\$0.00
C1010	Partitions	\$0	\$0	\$0.00
C1020	Interior Doors	\$0	\$0	\$0.00
C1030	Fittings	\$0	\$0	\$0.00
C2010	Stair Construction	\$0	\$0	\$0.00
C2020	Stair Finishes	\$0	\$0	\$0.00
C3010	Wall Finishes	\$0	\$0	\$0.00
C3020	Floor Finishes	\$0	\$0	\$0.00
C3030	Ceiling Finishes	\$0	\$0	\$0.00
D1010	Elevators and Lifts	\$0	\$0	\$0.00
D1020	Escalators & Moving Walks	\$0	\$0	\$0.00
D1090	Other Conveying Systems	\$0	\$0	\$0.00
D2010	Plumbing Fixtures	\$0	\$0	\$0.00
D2020	Domestic Water Distribution	\$0	\$0	\$0.00
D2030	Sanitary Waste	\$0	\$0	\$0.00
D2040	Rain Water Drainage	\$0	\$0	\$0.00
D2090	Other Plumbing Systems	\$0	\$0	\$0.00
D3010	Energy Supply	\$0	\$0	\$0.00
D3020	Heat Generation	\$0	\$0	\$0.00
D3030	Refrigeration	\$0	\$0	\$0.00
D3040	HVAC Distribution	\$0	\$0	\$0.00
D3050	Terminal Packaged Units	\$0	\$0	\$0.00
D3060	HVAC Instrumentation & Cntrls	\$0	\$0	\$0.00
D3070	Testing, Adjusting and Balance	\$0	\$0	\$0.00
D3090	Other Special HVAC Systems	\$0	\$0	\$0.00
D4010	Sprinklers	\$0	\$0	\$0.00
D4020	Standpipes	\$0	\$0	\$0.00
D4030	Fire Protection Specialties	\$0	\$0	\$0.00
D4090	Other Fire Protection Systems	\$0	\$0	\$0.00
D5010	Electrical Service and Distribution	\$0	\$0	\$0.00
D5020	Lighting and Branch Wiring	\$0	\$0	\$0.00
D5030	Communications and Security	\$0	\$0	\$0.00
D5090	Other Electrical Systems	\$0	\$0	\$0.00
E1010	Commercial Equipment	\$0	\$0	\$0.00
E1020	Institutional Equipment	\$0	\$0	\$0.00

## ESTIMATE SUMMARY

## COUNTY OF MONTEREY

## BUILDING: SITWORK

PRINT DATE: 10/29/2012  
PRINT TIME: 3:51 PM  
PAGE 7 OF 17  
7 San Lucas Est\_100CD R2.xls

PROJECT: SAN LUCAS LIBRARY

BUILDING GSE: 1.175

PHASE: 100% CONSTRUCTION DOCUMENTS

ESTIMATE DATE: SEPTEMBER 18, 2012

**BID RATE:**

REvised Date: OCTOBER 20, 2013

PREPARED BY: Mitchell, GEM (TR)

ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL III PAGE 2 OF 2</b>			
E1030	Vehicular Equipment	\$0	\$0	\$0.00
E1090	Other Equipment	\$0	\$0	\$0.00
E2010	Fixed Furnishings	\$0	\$0	\$0.00
E2020	Movable Furnishings	\$0	\$0	\$0.00
F1010	Special Structures	\$0	\$0	\$0.00
F1020	Integrated Construction	\$0	\$0	\$0.00
F1030	Special Construction Systems	\$0	\$0	\$0.00
F1040	Special Facilities	\$0	\$0	\$0.00
F1050	Special Controls & Instrumentation	\$0	\$0	\$0.00
F2010	Building Elements Demolition	\$0	\$0	\$0.00
F2020	Hazardous Components Abatement	\$0	\$0	\$0.00
G1010	Site Clearing	\$638	\$808	\$0.69
G1020	Site Demolition & Relocations	\$8,892	\$11,270	\$9.59
G1030	Site Earthwork	\$5,807	\$7,361	\$6.26
G1040	Hazardous Waste Remediation	\$0	\$0	\$0.00
G2010	Roadways	\$0	\$0	\$0.00
G2020	Parking Lots	\$13,197	\$16,727	\$14.24
G2030	Pedestrian Paving	\$3,685	\$4,671	\$3.98
G2040	Site Development	\$820	\$1,039	\$0.88
G2050	Landscaping	\$8,979	\$11,381	\$9.69
G3010	Water Supply	\$3,682	\$4,667	\$3.97
G3020	Sanitary Sewer	\$2,046	\$2,593	\$2.21
G3030	Storm Sewer	\$0	\$0	\$0.00
G3040	Heating Distribution	\$0	\$0	\$0.00
G3050	Cooling Distribution	\$0	\$0	\$0.00
G3060	Fuel Distribution	\$0	\$0	\$0.00
G3090	Other Site Mechanical Utilities	\$0	\$0	\$0.00
G4010	Electrical Distribution	\$5,000	\$6,338	\$5.39
G4020	Site Lighting	\$0	\$0	\$0.00
G4030	Site Communications & Security	\$0	\$0	\$0.00
G4090	Other Site Electrical Utilities	\$0	\$0	\$0.00
G9010	Service Tunnels	\$0	\$0	\$0.00
G9090	Other Site Systems	\$0	\$0	\$0.00
	<b>SUBTOTAL</b>	<b>\$52,745</b>	<b>\$66,856</b>	<b>\$56.90</b>
ESTIMATING CONTINGENCY	5.00%	\$2,637		
GENERAL CONDITIONS	10.00%	\$5,538		
OVERHEAD AND PROFIT	6.00%	\$3,655		
INSURANCE AND BONDS	2.00%	\$1,292		
ESCALATION (3% / YEAR)	1.50%	\$988		
	<b>TOTAL</b>	<b>\$66,856</b>	<b>\$66,856</b>	<b>\$56.90</b>

## ESTIMATE WORKSHEET

**COUNTY OF MONTEREY**

PROJECT: SAN LUCAS LIBRARY

**PHASE: 100% CONSTRUCTION DOCUMENTS**

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

## BUILDING: SITWORK

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
PRINT TIME: 5:21 PM

PRINT TIME: 3:51 PM  
PAGE 3 OF 17

PAGE 8 OF 17

4817 San Lucas Est\_100CD R2.xls

## ESTIMATE WORKSHEET

## COUNTY OF MONTEREY

**PROJECT: SAN LUCAS LIBRARY**

**PHASE: 100% CONSTRUCTION DOCUMENTS**

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

## BUILDING: SITWORK

BUILDING GSF: 1,175

PROJECT: SAN LUCAS LIBRARY BUILDING GSF: 1,175 PRINT DATE: 10/29/2012  
PHASE: 100% CONSTRUCTION DOCUMENTS PRINT TIME: 3:51 PM PAGE 9 OF 17  
TOTAL NUMBER OF SHEETS: 100 CD R2.xls 4817 San Lucas Est\_100CD R2.xls

## ESTIMATE WORKSHEET

## COUNTY OF MONTEREY

**PROJECT: SAN LUCAS LIBRARY**

PHASE: 100% CONSTRUCTION DOCUMENTS

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

## BUILDING: SITWORK

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
PRINT TIME: 3:51 PM  
PAGE 10 OF 17  
an Lucas Est 100CD R2.xls

## ESTIMATE SUMMARY

## COUNTY OF MONTEREY

PROJECT: SAN LUCAS LIBRARY

PHASE: 100% CONSTRUCTION DOCUMENTS

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

## BUILDING: BUILDING

BUILDING GSF: 1,175

PRINT DATE: 10/20/2012  
PRINT TIME: 3:51 PM  
PAGE 11 OF 17  
4617 San Lucas Est\_100CD R2.xls

ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL I AND II</b>					
<b>A</b>	<b>SUBSTRUCTURE</b>				<b>\$17,999</b>	<b>\$15.32</b>
	A10 Foundations	\$14,200	\$17,999	\$15.32		
	A20 Basement Construction	\$0	\$0	\$0.00		
<b>B</b>	<b>SHELL</b>				<b>\$93,239</b>	<b>\$79.35</b>
	B10 Superstructure	\$24,462	\$31,006	\$26.39		
	B20 Exterior Closure	\$37,065	\$46,981	\$39.98		
	B30 Roofing	\$12,033	\$15,252	\$12.98		
<b>C</b>	<b>INTERIORS</b>				<b>\$37,756</b>	<b>\$32.13</b>
	C10 Interior Construction	\$15,984	\$20,260	\$17.24		
	C20 Stairs	\$0	\$0	\$0.00		
	C30 Interior Finishes	\$13,804	\$17,496	\$14.89		
<b>D</b>	<b>SERVICES</b>				<b>\$83,514</b>	<b>\$71.08</b>
	D10 Conveying	\$0	\$0	\$0.00		
	D20 Plumbing	\$9,595	\$12,162	\$10.35		
	D30 HVAC	\$20,455	\$25,927	\$22.07		
	D40 Fire Protection	\$588	\$745	\$0.63		
	D50 Electrical	\$35,250	\$44,680	\$38.03		
<b>E</b>	<b>EQUIPMENT &amp; FURNISHINGS</b>				<b>\$16,871</b>	<b>\$14.36</b>
	E10 Equipment	\$0	\$0	\$0.00		
	E20 Furnishings	\$13,310	\$16,871	\$14.36		
<b>F</b>	<b>SPECIAL CONSTRUCTION &amp; DEMOLITION</b>				<b>\$0</b>	<b>\$0.00</b>
	F10 Special Construction	\$0	\$0	\$0.00		
	F20 Selective Demolition	\$0	\$0	\$0.00		
<b>G</b>	<b>BUILDING SITEWORK</b>				<b>\$0</b>	<b>\$0.00</b>
	G10 Site Preparation	\$0	\$0	\$0.00		
	G20 Site Improvements	\$0	\$0	\$0.00		
	G30 Site Civil / Mechanical Utilities	\$0	\$0	\$0.00		
	G40 Site Electrical Utilities	\$0	\$0	\$0.00		
	G90 Other Site Construction	\$0	\$0	\$0.00		
	<b>SUBTOTAL</b>	<b>\$196,745</b>	<b>\$249,377</b>	<b>\$212.24</b>	<b>\$249,377</b>	<b>\$212.24</b>
	ESTIMATING CONTINGENCY	5.00%	\$9,837			
	GENERAL CONDITIONS	10.00%	\$20,658			
	OVERHEAD AND PROFIT	6.00%	\$13,634			
	INSURANCE AND BONDS	2.00%	\$4,817			
	ESCALATION (3% / YEAR)	1.50%	\$3,685			
	<b>TOTAL</b>		<b>\$249,377</b>		<b>\$212.24</b>	
					<b>\$249,377</b>	<b>\$212.24</b>

## ESTIMATE SUMMARY

### COUNTY OF MONTEREY

PROJECT: SAN LUCAS LIBRARY

BUILDING: BUILDING

PRINT DATE: 10/29/2012  
PRINT TIME: 3:51 PM  
PAGE 12 OF 17  
4617 San Lucas Es1\_100CD R2.xls

PHASE: 100% CONSTRUCTION DOCUMENTS

BUILDING GSF: 1,175

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL III PAGE 1 OF 2</b>			
A1010	Standard Foundations	\$9,500	\$12,041	\$10.25
A1020	Special Foundations	\$0	\$0	\$0.00
A1030	Slab on Grade	\$4,700	\$5,957	\$5.07
A2010	Basement Excavation	\$0	\$0	\$0.00
A2020	Basement Walls	\$0	\$0	\$0.00
B1010	Floor Construction	\$0	\$0	\$0.00
B1020	Roof Construction	\$24,462	\$31,006	\$26.39
B2010	Exterior Walls	\$23,060	\$29,229	\$24.88
B2020	Exterior Windows	\$4,305	\$5,457	\$4.64
B2030	Exterior Doors	\$9,700	\$12,295	\$10.46
B3010	Roof Coverings	\$11,033	\$13,985	\$11.90
B3020	Roof Openings	\$1,000	\$1,268	\$1.08
C1010	Partitions	\$8,415	\$10,666	\$9.08
C1020	Interior Doors	\$6,100	\$7,732	\$6.58
C1030	Fittings	\$1,469	\$1,862	\$1.58
C2010	Stair Construction	\$0	\$0	\$0.00
C2020	Stair Finishes	\$0	\$0	\$0.00
C3010	Wall Finishes	\$3,687	\$4,673	\$3.98
C3020	Floor Finishes	\$4,705	\$5,964	\$5.08
C3030	Ceiling Finishes	\$5,412	\$6,859	\$5.84
D1010	Elevators and Lifts	\$0	\$0	\$0.00
D1020	Escalators & Moving Walks	\$0	\$0	\$0.00
D1090	Other Conveying Systems	\$0	\$0	\$0.00
D2010	Plumbing Fixtures	\$9,595	\$12,162	\$10.35
D2020	Domestic Water Distribution	\$0	\$0	\$0.00
D2030	Sanitary Waste	\$0	\$0	\$0.00
D2040	Rain Water Drainage	\$0	\$0	\$0.00
D2090	Other Plumbing Systems	\$0	\$0	\$0.00
D3010	Energy Supply	\$0	\$0	\$0.00
D3020	Heat Generation	\$0	\$0	\$0.00
D3030	Refrigeration	\$0	\$0	\$0.00
D3040	HVAC Distribution	\$20,455	\$25,927	\$22.07
D3050	Terminal Packaged Units	\$0	\$0	\$0.00
D3060	HVAC Instrumentation & Cntrls	\$0	\$0	\$0.00
D3070	Testing, Adjusting and Balance	\$0	\$0	\$0.00
D3090	Other Special HVAC Systems	\$0	\$0	\$0.00
D4010	Sprinklers	\$0	\$0	\$0.00
D4020	Standpipes	\$0	\$0	\$0.00
D4030	Fire Protection Specialties	\$588	\$745	\$0.63
D4090	Other Fire Protection Systems	\$0	\$0	\$0.00
D5010	Electrical Service and Distribution	\$5,875	\$7,447	\$6.34
D5020	Lighting and Branch Wiring	\$21,150	\$26,808	\$22.82
D5030	Communications and Security	\$8,225	\$10,425	\$8.87
D5090	Other Electrical Systems	\$0	\$0	\$0.00
E1010	Commercial Equipment	\$0	\$0	\$0.00
E1020	Institutional Equipment	\$0	\$0	\$0.00

## ESTIMATE SUMMARY

### COUNTY OF MONTEREY

PROJECT: SAN LUCAS LIBRARY

BUILDING: BUILDING

PRINT DATE: 10/29/2012  
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4617 San Lucas Esq\_100CD R2.xls

PHASE: 100% CONSTRUCTION DOCUMENTS

BUILDING GSF: 1,175

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Klitchell CEM (TP)

ITEM	DESCRIPTION	SUBTOTAL COST	TOTAL COST	COST / SF
	<b>SUMMARY LEVEL III PAGE 2 OF 2</b>			
E1030	Vehicular Equipment	\$0	\$0	\$0.00
E1090	Other Equipment	\$0	\$0	\$0.00
E2010	Fixed Furnishings	\$13,310	\$16,871	\$14.36
E2020	Movable Furnishings	\$0	\$0	\$0.00
F1010	Special Structures	\$0	\$0	\$0.00
F1020	Integrated Construction	\$0	\$0	\$0.00
F1030	Special Construction Systems	\$0	\$0	\$0.00
F1040	Special Facilities	\$0	\$0	\$0.00
F1050	Special Controls & Instrumentation	\$0	\$0	\$0.00
F2010	Building Elements Demolition	\$0	\$0	\$0.00
F2020	Hazardous Components Abatement	\$0	\$0	\$0.00
G1010	Site Clearing	\$0	\$0	\$0.00
G1020	Site Demolition & Relocations	\$0	\$0	\$0.00
G1030	Site Earthwork	\$0	\$0	\$0.00
G1040	Hazardous Waste Remediation	\$0	\$0	\$0.00
G2010	Roadways	\$0	\$0	\$0.00
G2020	Parking Lots	\$0	\$0	\$0.00
G2030	Pedestrian Paving	\$0	\$0	\$0.00
G2040	Site Development	\$0	\$0	\$0.00
G2050	Landscaping	\$0	\$0	\$0.00
G3010	Water Supply	\$0	\$0	\$0.00
G3020	Sanitary Sewer	\$0	\$0	\$0.00
G3030	Storm Sewer	\$0	\$0	\$0.00
G3040	Heating Distribution	\$0	\$0	\$0.00
G3050	Cooling Distribution	\$0	\$0	\$0.00
G3060	Fuel Distribution	\$0	\$0	\$0.00
G3090	Other Site Mechanical Utilities	\$0	\$0	\$0.00
G4010	Electrical Distribution	\$0	\$0	\$0.00
G4020	Site Lighting	\$0	\$0	\$0.00
G4030	Site Communications & Security	\$0	\$0	\$0.00
G4090	Other Site Electrical Utilities	\$0	\$0	\$0.00
G9010	Service Tunnels	\$0	\$0	\$0.00
G9090	Other Site Systems	\$0	\$0	\$0.00
	<b>SUBTOTAL</b>	<b>\$196,745</b>	<b>\$249,377</b>	<b>\$212.24</b>
ESTIMATING CONTINGENCY	5.00%	\$9,837		
GENERAL CONDITIONS	10.00%	\$20,658		
OVERHEAD AND PROFIT	6.00%	\$13,634		
INSURANCE AND BONDS	2.00%	\$4,817		
ESCALATION (3% / YEAR)	1.50%	\$3,685		
	<b>TOTAL</b>	<b>\$249,377</b>	<b>\$249,377</b>	<b>\$212.24</b>

## ESTIMATE WORKSHEET

## COUNTY OF MONTEREY

PROJECT: SAN LUCAS LIBRARY

**PHASE: 100% CONSTRUCTION DOCUMENTS**

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

## BUILDING: BUILDING

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
PRINT TIME: 3:51 PM  
PAGE 14 OF 17  
on 1 page Est. 1000CD 82 hr

## ESTIMATE WORKSHEET

**COUNTY OF MONTEREY**

**PROJECT: SAN LUCAS LIBRARY**

**PHASE: 100% CONSTRUCTION DOCUMENTS**

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

## **BUILDING: BUILDING**

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012

PRINT TIME: 3:51 PM

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## ESTIMATE WORKSHEET

**COUNTY OF MONTEREY**

**PROJECT: SAN LUCAS LIBRARY**

PHASE: 100% CONSTRUCTION DOCUMENTS

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

## **BUILDING: BUILDING**

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
PRINT TIME: 3:51 PM  
PAGE 18 OF 17  
en Lucas Est. 100CD B2.xls

## ESTIMATE WORKSHEET

## COUNTY OF MONTEREY

**PROJECT: SAN LUCAS LIBRARY**

**PHASE: 100% CONSTRUCTION DOCUMENTS**

ESTIMATE DATE: SEPTEMBER 18, 2012

BID DATE:

REVISED DATE: OCTOBER 29, 2012

PREPARED BY: Kitchell CEM (TP)

**BUILDING: BUILDING**

BUILDING GSF: 1,175

PRINT DATE: 10/29/2012  
PRINT TIME: 3:51 PM  
PAGE 17 OF 17  
San Lucas Est. 100CD R2.xls

County of Monterey

Five-Year Operations and Maintenance Budget  
Fiscal Years 2012-2013 through 2016-2017

Department: Public Works

Project Name: Pajaro Mansion Improvement Project

Project #: 8545

Dept. Category: General Government

Contact Name/Phone #: D. Pratt, 831-755-4982

Type: Building

Criteria: Preserve Existing Facility

Useful Life: 30 Year

Provider: Public Works; Facilities

Project Status: Partially Funded

Project Description: Construct exterior infrastructure improvements and ADA access at the Porter Valejo Mansion: 29 Bishop str., Pajaro, CA

Annual Operating & Maintenance Cost	Fund	*Year 1	Year 2	Year 3	Year 4	Year 5	Five Year Total	Future Years	Total Project
		2012-13	2013-14	2014-15	2015-16	2016-17			
Personnel	\$ 5,200	\$ 5,304	\$ 5,410	\$ 5,518	\$ 5,629	\$ 27,061	\$ -	\$ 27,061	
Utilities	\$ 3,000	\$ 3,060	\$ 3,121	\$ 3,184	\$ 3,247	\$ 15,612	\$ -	\$ 15,612	
Maintenance	\$ 2,400	\$ 2,448	\$ 2,497	\$ 2,547	\$ 2,598	\$ 12,490	\$ -	\$ 12,490	
Other	\$ 2,600	\$ 2,652	\$ 2,705	\$ 2,759	\$ 2,814	\$ 13,531	\$ -	\$ 13,531	
<b>Total Annual Operating &amp; Maintenance Cost</b>	<b>\$ 13,200</b>	<b>\$ 13,464</b>	<b>\$ 13,733</b>	<b>\$ 14,008</b>	<b>\$ 14,288</b>	<b>\$ 68,693</b>	<b>\$ -</b>	<b>\$ 68,693</b>	

## APPENDIX C: INSURANCE REQUIREMENTS

**The following Insurance Requirements are for Contract that "Do Not Exceed" \$100,000:**

### **9.0 INSURANCE REQUIREMENTS.**

#### **9.01 Evidence of Coverage:**

Prior to commencement of this Agreement, the Contractor shall provide a "Certificate of Insurance," certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County's Contracts/Purchasing Department unless otherwise directed. The Contractor shall not receive a "Notice to Proceed" with the work under this Agreement until it has obtained all insurance required and the County has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

#### **9.02 Qualifying Insurers:**

All coverage's, except surety, shall be issued by companies which hold a current policy holder's alphabetic and financial size category rating of not less than A- VII, according to the current Best's Key Rating Guide or a company of equal financial stability that is approved by the County's Purchasing Manager.

#### **9.03 Insurance Coverage Requirements:** Without limiting CONTRACTOR's duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

**Commercial General Liability Insurance**, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Business Automobile Liability Insurance**, covering all motor vehicles, including owned, leased, non-owned, and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$500,000 per occurrence.

*(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Workers' Compensation Insurance:** If CONTRACTOR employs others in the performance of this Agreement in accordance with California Labor Code section 3700 and with Employer liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

*(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Professional Liability Insurance:** If required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

*(Note: any proposed modifications to these insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

#### 9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of

three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement, or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Commercial general liability and automobile liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self-insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10-11-85 or CG 20 10-10-01 in tandem with CG 20 137 110 01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 4302-99.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's Contract Administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.

CONTRACTOR shall at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

## 10.0 RECORDS AND CONFIDENTIALITY

10.01 Confidentiality. CONTRACTOR and its officers, employees, agents, and subcontractors shall comply with any and all federal, state, and local laws, which provide for the confidentiality of records and other information. CONTRACTOR shall not disclose any confidential records or other confidential information received from the County or prepared in connection with the performance of this Agreement, unless County specifically permits CONTRACTOR to disclose such records or information. CONTRACTOR shall promptly transmit to County any and all requests for disclosure of any such confidential records or information. CONTRACTOR shall not use any confidential information gained by

## APPENDIX C: INSURANCE REQUIREMENTS – *Continued*

The following Monterey County Insurance Requirements are for Contracts that “Exceed” \$100,000:

### 9.0 INSURANCE REQUIREMENTS

#### 9.01 Evidence of Coverage:

Prior to commencement of this Agreement, the Contractor shall provide a “Certificate of Insurance”, certifying that coverage as required herein has been obtained. Individual endorsements executed by the insurance carrier shall accompany the certificate. In addition, the Contractor upon request shall provide a certified copy of the policy or policies.

This verification of coverage shall be sent to the County’s Contracts/Purchasing Department, unless otherwise directed. The Contractor shall not receive a “Notice to Proceed” with the work under this Agreement until it has obtained all insurance required and the County has approved such insurance. This approval of insurance shall neither relieve nor decrease the liability of the Contractor.

#### 9.02 Qualifying Insurers:

All coverage’s, except surety, shall be issued by companies which hold a current policy holder’s alphabetic and financial size category rating of not less than A- VII, according to the current Best’s Key Rating Guide or a company of equal financial stability that is approved by the County’s Purchasing Manager.

#### 9.03 Insurance Coverage Requirements: Without limiting CONTRACTOR’s duty to indemnify, CONTRACTOR shall maintain in effect throughout the term of this Agreement a policy or policies of insurance with the following minimum limits of liability:

Commercial General Liability Insurance, including but not limited to premises and operations, including coverage for Bodily Injury and Property Damage, Personal Injury, Contractual Liability, Broad form Property Damage, Independent Contractors, Products and Completed Operations, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these general liability insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Business Automobile Liability Insurance**, covering all motor vehicles, including owned, leased, non-owned and hired vehicles, used in providing services under this Agreement, with a combined single limit for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence.

*(Note: any proposed modifications to these auto insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Workers' Compensation Insurance**, if CONTRACTOR employs others in the performance of this Agreement, in accordance with California Labor Code section 3700 and with Employer's Liability limits not less than \$1,000,000 each person, \$1,000,000 each accident and \$1,000,000 each disease.

*(Note: any proposed modifications to these workers' compensation insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

**Professional Liability Insurance**, if required for the professional services being provided, (e.g., those persons authorized by a license to engage in a business or profession regulated by the California Business and Professions Code), in the amount of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate, to cover liability for malpractice or errors or omissions made in the course of rendering professional services. If professional liability insurance is written on a "claims-made" basis rather than an occurrence basis, the CONTRACTOR shall, upon the expiration or earlier termination of this Agreement, obtain extended reporting coverage ("tail coverage") with the same liability limits. Any such tail coverage shall continue for at least three years following the expiration or earlier termination of this Agreement.

*(Note: any proposed modifications to these insurance requirements shall be attached as an Exhibit hereto, and the section(s) above that are proposed as not applicable shall be lined out in blue ink. All proposed modifications are subject to County approval.)*

9.04 Other Requirements:

All insurance required by this Agreement shall be with a company acceptable to the County and issued and executed by an admitted insurer authorized to transact Insurance business in the State of California. Unless otherwise specified by this Agreement, all such insurance shall be written on an occurrence basis, or, if the policy is not written on an occurrence basis, such policy with the coverage required herein shall continue in effect for a period of three years following the date CONTRACTOR completes its performance of services under this Agreement.

Each liability policy shall provide that the County shall be given notice in writing at least thirty days in advance of any endorsed reduction in coverage or limit, cancellation, or intended non-renewal thereof. Each policy shall provide coverage for Contractor and additional insureds with respect to claims arising from each subcontractor, if any, performing work under this Agreement or be accompanied by a certificate of insurance from each subcontractor showing each subcontractor has identical insurance coverage to the above requirements.

Commercial General Liability and Automobile Liability policies shall provide an endorsement naming the County of Monterey, its officers, agents, and employees as Additional Insureds with respect to liability arising out of the CONTRACTOR'S work, including ongoing and completed operations, and shall further provide that such insurance is primary insurance to any insurance or self insurance maintained by the County and that the insurance of the Additional Insureds shall not be called upon to contribute to a loss covered by the CONTRACTOR'S insurance. The required endorsement form for Commercial General Liability Additional Insured is ISO Form CG 20 10 11-85 or CG 20 10 10 01 in tandem with CG 20 37 10 01 (2000). The required endorsement form for Automobile Additional Insured endorsement is ISO Form CA 20 48 02 99.

Prior to the execution of this Agreement by the County, CONTRACTOR shall file certificates of insurance with the County's Contract Administrator and County's Contracts/Purchasing Division, showing that the CONTRACTOR has in effect the insurance required by this Agreement. The CONTRACTOR shall file a new or amended certificate of insurance within five calendar days after any change is made in any insurance policy, which would alter the information on the certificate then on file. Acceptance or approval of insurance shall in no way modify or change the indemnification clause in this Agreement, which shall continue in full force and effect.

CONTRACTOR shall at all times during the term of this Agreement maintain in force the insurance coverage required under this Agreement and shall send, without demand by County, annual certificates to County's Contract Administrator and County's Contracts/Purchasing Division. If the certificate is not received by the expiration date, County shall notify CONTRACTOR and CONTRACTOR shall have five calendar days to send in the certificate, evidencing no lapse in coverage during the interim. Failure by CONTRACTOR to maintain such insurance is a default of this Agreement, which entitles County, at its sole discretion, to terminate this Agreement immediately.

**Table DP-1. Profile of General Demographic Characteristics: 2000**

Geographic Area: San Lucas CDP, California

[For information on confidentiality protection, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>Total population.....</b>	<b>419</b>	<b>100.0</b>	<b>HISPANIC OR LATINO AND RACE</b>		
<b>SEX AND AGE</b>			<b>Total population.....</b>	<b>419</b>	<b>100.0</b>
Male.....	227	54.2	Hispanic or Latino (of any race).....	361	86.2
Female.....	192	45.8	Mexican.....	314	74.9
Under 5 years .....	41	9.8	Puerto Rican.....	-	-
5 to 9 years .....	58	13.8	Cuban .....	-	-
10 to 14 years .....	53	12.6	Other Hispanic or Latino .....	47	11.2
15 to 19 years .....	46	11.0	Not Hispanic or Latino .....	58	13.8
20 to 24 years .....	29	6.9	White alone.....	47	11.2
25 to 34 years .....	55	13.1	<b>RELATIONSHIP</b>		
35 to 44 years .....	55	13.1	<b>Total population.....</b>	<b>419</b>	<b>100.0</b>
45 to 54 years .....	37	8.8	In households.....	419	100.0
55 to 59 years .....	9	2.1	Householder.....	90	21.5
60 to 64 years .....	6	1.4	Spouse .....	62	14.8
65 to 74 years .....	19	4.5	Child.....	195	46.5
75 to 84 years .....	8	1.9	Own child under 18 years .....	161	38.4
85 years and over.....	3	0.7	Other relatives .....	47	11.2
Median age (years).....	21.8	(X)	Under 18 years .....	19	4.5
18 years and over.....	234	55.8	Nonrelatives .....	25	6.0
Male.....	126	30.1	Unmarried partner.....	6	1.4
Female.....	108	25.8	In group quarters.....	-	-
21 years and over.....	214	51.1	Institutionalized population.....	-	-
62 years and over.....	32	7.6	Noninstitutionalized population.....	-	-
65 years and over.....	30	7.2	<b>HOUSEHOLD BY TYPE</b>		
Male.....	16	3.8	<b>Total households.....</b>	<b>90</b>	<b>100.0</b>
Female.....	14	3.3	Family households (families).....	82	91.1
<b>RACE</b>			With own children under 18 years .....	57	63.3
One race.....	407	97.1	Married-couple family .....	62	68.9
White.....	162	38.7	With own children under 18 years .....	42	46.7
Black or African American .....	1	0.2	Female householder, no husband present .....	14	15.6
American Indian and Alaska Native .....	5	1.2	With own children under 18 years .....	12	13.3
Asian .....	7	1.7	Nonfamily households .....	8	8.9
Asian Indian .....	-	-	Householder living alone .....	5	5.6
Chinese .....	-	-	Householder 65 years and over .....	2	2.2
Filipino .....	5	1.2	Households with individuals under 18 years .....	62	68.9
Japanese .....	-	-	Households with individuals 65 years and over .....	20	22.2
Korean.....	2	0.5	Average household size.....	4.66	(X)
Vietnamese.....	-	-	Average family size.....	4.71	(X)
Other Asian <sup>1</sup> .....	-	-	<b>HOUSING OCCUPANCY</b>		
Native Hawaiian and Other Pacific Islander .....	-	-	<b>Total housing units.....</b>	<b>97</b>	<b>100.0</b>
Native Hawaiian.....	-	-	Occupied housing units .....	90	92.8
Guamanian or Chamorro .....	-	-	Vacant housing units .....	7	7.2
Samoan.....	-	-	For seasonal, recreational, or occasional use .....	-	-
Other Pacific Islander <sup>2</sup> .....	-	-	Homeowner vacancy rate (percent).....	-	(X)
Some other race .....	232	55.4	Rental vacancy rate (percent).....	-	(X)
Two or more races .....	12	2.9	<b>HOUSING TENURE</b>		
<b>Race alone or in combination with one or more other races: <sup>3</sup></b>			<b>Occupied housing units .....</b>	<b>90</b>	<b>100.0</b>
White .....	172	41.1	Owner-occupied housing units .....	48	53.3
Black or African American .....	6	1.4	Renter-occupied housing units .....	42	46.7
American Indian and Alaska Native .....	6	1.4	Average household size of owner-occupied units .....	4.00	(X)
Asian .....	8	1.9	Average household size of renter-occupied units .....	5.40	(X)
Native Hawaiian and Other Pacific Islander .....	-	-			
Some other race .....	239	57.0			

- Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup> Other Asian alone, or two or more Asian categories.<sup>2</sup> Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.<sup>3</sup> In combination with one or more of the other races listed. The six numbers may add to more than the total population and the six percentages may add to more than 100 percent because individuals may report more than one race.

Source: U.S. Census Bureau, Census 2000.

**Table DP-2. Profile of Selected Social Characteristics: 2000**

Geographic area: San Lucas CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>SCHOOL ENROLLMENT</b>			<b>NATIVITY AND PLACE OF BIRTH</b>		
Population 3 years and over enrolled in school.....	194	100.0	Total population.....	438	100.0
Nursery school, preschool.....	17	8.8	Native.....	334	76.3
Kindergarten.....	2	1.0	Born in United States.....	332	75.8
Elementary school (grades 1-8).....	98	50.5	State of residence.....	257	58.7
High school (grades 9-12).....	65	33.5	Different state.....	75	17.1
College or graduate school.....	12	6.2	Born outside United States.....	2	0.5
			Foreign born.....	104	23.7
			Entered 1990 to March 2000.....	23	5.3
			Naturalized citizen.....	42	9.6
			Not a citizen.....	62	14.2
<b>EDUCATIONAL ATTAINMENT</b>			<b>REGION OF BIRTH OF FOREIGN BORN</b>		
Population 25 years and over.....	213	100.0	Total (excluding born at sea).....	104	100.0
Less than 9th grade.....	99	46.5	Europe.....	-	-
9th to 12th grade, no diploma.....	47	22.1	Asia.....	-	-
High school graduate (includes equivalency).....	41	19.2	Africa.....	-	-
Some college, no degree.....	15	7.0	Oceania.....	-	-
Associate degree.....	6	2.8	Latin America.....	104	100.0
Bachelor's degree.....	-	-	Northern America.....	-	-
Graduate or professional degree.....	5	2.3			
Percent high school graduate or higher.....	31.5	(X)	<b>LANGUAGE SPOKEN AT HOME</b>		
Percent bachelor's degree or higher.....	2.3	(X)	Population 5 years and over.....	414	100.0
			English only.....	98	23.7
<b>MARITAL STATUS</b>			Language other than English.....	316	76.3
Population 15 years and over.....	308	100.0	Speak English less than "very well".....	125	30.2
Never married.....	103	33.4	Spanish.....	308	74.4
Now married, except separated.....	165	53.6	Speak English less than "very well".....	125	30.2
Separated.....	11	3.6	Other Indo-European languages.....	8	1.9
Widowed.....	9	2.9	Speak English less than "very well".....	-	-
Female.....	7	2.3	Asian and Pacific Island languages.....	-	-
Divorced.....	20	6.5	Speak English less than "very well".....	-	-
Female.....	8	2.6			
<b>GRANDPARENTS AS CAREGIVERS</b>			<b>ANCESTRY (single or multiple)</b>		
Grandparent living in household with one or more own grandchildren under 18 years.....	15	100.0	Total population.....	438	100.0
Grandparent responsible for grandchildren.....	-	-	Total ancestries reported.....	407	92.9
<b>VETERAN STATUS</b>			Arab.....	-	-
Civilian population 18 years and over ..	247	100.0	Czech <sup>1</sup> .....	-	-
Civilian veterans .....	18	7.3	Danish.....	-	-
<b>DISABILITY STATUS OF THE CIVILIAN NONINSTITUTIONALIZED POPULATION</b>			Dutch.....	5	1.1
Population 5 to 20 years.....	184	100.0	English.....	-	-
With a disability.....	4	2.2	French (except Basque) <sup>1</sup> .....	3	0.7
Population 21 to 64 years.....	195	100.0	French Canadian <sup>1</sup> .....	-	-
With a disability.....	52	26.7	German.....	5	1.1
Percent employed.....	61.5	(X)	Greek.....	-	-
No disability .....	143	73.3	Hungarian.....	-	-
Percent employed.....	70.6	(X)	Irish <sup>1</sup> .....	-	-
Population 65 years and over.....	35	100.0	Italian.....	3	0.7
With a disability .....	27	77.1	Lithuanian.....	-	-
<b>RESIDENCE IN 1995</b>			Norwegian.....	-	-
Population 5 years and over.....	414	100.0	Polish.....	-	-
Same house in 1995.....	283	68.4	Portuguese.....	-	-
Different house in the U.S. in 1995 .....	125	30.2	Russian.....	14	3.2
Same county .....	78	18.8	Scotch-Irish.....	-	-
Different county .....	47	11.4	Scottish.....	-	-
Same state .....	39	9.4	Slovak.....	-	-
Different state.....	8	1.9	Subsaharan African.....	-	-
Elsewhere in 1995.....	6	1.4	Swedish.....	-	-
			Swiss.....	-	-
			Ukrainian.....	-	-
			United States or American.....	49	11.2
			Welsh.....	-	-
			West Indian (excluding Hispanic groups).....	-	-
			Other ancestries .....	328	74.9

-Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup>The data represent a combination of two ancestries shown separately in Summary File 3. Czech includes Czechoslovakian. French includes Alsatian. French Canadian includes Acadian/Cajun. Irish includes Celtic.

Source: U.S. Bureau of the Census, Census 2000.

**Table DP-3. Profile of Selected Economic Characteristics: 2000**

Geographic area: San Lucas CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>EMPLOYMENT STATUS</b>			<b>INCOME IN 1999</b>		
Population 16 years and over .....	290	100.0	Households .....	106	100.0
In labor force .....	164	56.6	Less than \$10,000 .....	8	7.5
Civilian labor force .....	164	56.6	\$10,000 to \$14,999 .....	3	2.8
Employed .....	137	47.2	\$15,000 to \$24,999 .....	23	21.7
Unemployed .....	27	9.3	\$25,000 to \$34,999 .....	33	31.1
Percent of civilian labor force .....	16.5	(X)	\$35,000 to \$49,999 .....	19	17.9
Armed Forces .....	-	-	\$50,000 to \$74,999 .....	15	14.2
Not in labor force .....	126	43.4	\$75,000 to \$99,999 .....	5	4.7
Females 16 years and over .....	153	100.0	\$100,000 to \$149,999 .....	-	-
In labor force .....	71	46.4	\$150,000 to \$199,999 .....	-	-
Civilian labor force .....	71	46.4	\$200,000 or more .....	-	-
Employed .....	55	35.9	Median household income (dollars) .....	31,538	(X)
Own children under 6 years .....	31	100.0	With earnings .....	99	93.4
All parents in family in labor force .....	21	67.7	Mean earnings (dollars) <sup>1</sup> .....	31,604	(X)
<b>COMMUTING TO WORK</b>			With Social Security income .....	22	20.8
Workers 16 years and over .....	117	100.0	Mean Social Security income (dollars) <sup>1</sup> .....	7,959	(X)
Car, truck, or van -- drove alone .....	77	65.8	With Supplemental Security Income .....	12	11.3
Car, truck, or van -- carpooled .....	34	29.1	Mean Supplemental Security Income .....	6,725	(X)
Public transportation (including taxicab) .....	-	-	With public assistance income .....	13	12.3
Walked .....	4	3.4	Mean public assistance income (dollars) <sup>1</sup> .....	2,315	(X)
Other means .....	-	-	With retirement income .....	6	5.7
Worked at home .....	2	1.7	Mean retirement income (dollars) <sup>1</sup> .....	3,033	(X)
Mean travel time to work (minutes) <sup>1</sup> .....	34.2	(X)	<b>Families</b> .....	103	100.0
Employed civilian population			Less than \$10,000 .....	10	9.7
16 years and over .....	137	100.0	\$10,000 to \$14,999 .....	3	2.9
<b>OCCUPATION</b>			\$15,000 to \$24,999 .....	27	26.2
Management, professional, and related occupations .....	13	9.5	\$25,000 to \$34,999 .....	26	25.2
Service occupations .....	13	9.5	\$35,000 to \$49,999 .....	17	16.5
Sales and office occupations .....	17	12.4	\$50,000 to \$74,999 .....	15	14.6
Farming, fishing, and forestry occupations .....	47	34.3	\$75,000 to \$99,999 .....	5	4.9
Construction, extraction, and maintenance occupations .....	26	19.0	\$100,000 to \$149,999 .....	-	-
Production, transportation, and material moving occupations .....	21	15.3	\$150,000 to \$199,999 .....	-	-
<b>INDUSTRY</b>			Median family income (dollars) .....	30,536	(X)
Agriculture, forestry, fishing and hunting, and mining .....	62	45.3	Per capita income (dollars) <sup>1</sup> .....	7,834	(X)
Construction .....	6	4.4	<b>Median earnings (dollars):</b>		
Manufacturing .....	17	12.4	Male full-time, year-round workers .....	27,000	(X)
Wholesale trade .....	5	3.6	Female full-time, year-round workers .....	24,375	(X)
Retail trade .....	9	6.6			
Transportation and warehousing, and utilities .....	-	-	<b>Subject</b>	Number	Percent
Information .....	-	-		below poverty level	below poverty level
Finance, insurance, real estate, and rental and leasing .....	4	2.9	<b>POVERTY STATUS IN 1999</b>		
Professional, scientific, management, administrative, and waste management services .....	3	2.2	<b>Families</b> .....	24	23.3
Educational, health and social services .....	19	13.9	With related children under 18 years .....	20	29.4
Arts, entertainment, recreation, accommodation and food services .....	3	2.2	With related children under 5 years .....	9	39.1
Other services (except public administration) .....	9	6.6	<b>Families with female householder, no husband present</b> .....	5	31.3
Public administration .....	-	-	With related children under 18 years .....	5	45.5
<b>CLASS OF WORKER</b>			With related children under 5 years .....	2	50.0
Private wage and salary workers .....	115	83.9	<b>Individuals</b> .....	130	29.7
Government workers .....	13	9.5	18 years and over .....	57	23.1
Self-employed workers in own not incorporated business .....	9	6.6	65 years and over .....	4	11.4
Unpaid family workers .....	-	-	Related children under 18 years .....	73	38.2
			Related children 5 to 17 years .....	63	37.7
			Unrelated individuals 15 years and over .....	2	15.4

-Represents zero or rounds to zero. (X) Not applicable.

<sup>1</sup>If the denominator of a mean value or per capita value is less than 30, then that value is calculated using a rounded aggregate in the numerator.

See text.

Source: U.S. Bureau of the Census, Census 2000.

**Table DP-4. Profile of Selected Housing Characteristics: 2000**

Geographic area: San Lucas CDP, California

[Data based on a sample. For information on confidentiality protection, sampling error, nonsampling error, and definitions, see text]

Subject	Number	Percent	Subject	Number	Percent
<b>Total housing units.....</b>	<b>108</b>	<b>100.0</b>	<b>OCCUPANTS PER ROOM</b>		
<b>UNITS IN STRUCTURE</b>			<b>Occupied housing units.....</b>	<b>103</b>	<b>100.0</b>
1-unit, detached.....	83	76.9	1.00 or less.....	61	59.2
1-unit, attached.....	4	3.7	1.01 to 1.50.....	16	15.5
2 units.....	2	1.9	1.51 or more.....	26	25.2
3 or 4 units.....	-	-	<b>Specified owner-occupied units.....</b>	<b>50</b>	<b>100.0</b>
5 to 9 units.....	-	-	<b>VALUE</b>		
10 to 19 units.....	-	-	Less than \$50,000.....	5	10.0
20 or more units.....	-	-	\$50,000 to \$99,999.....	23	46.0
Mobile home.....	19	17.6	\$100,000 to \$149,999.....	15	30.0
Boat, RV, van, etc.....	-	-	\$150,000 to \$199,999.....	7	14.0
<b>YEAR STRUCTURE BUILT</b>			\$200,000 to \$299,999.....	-	-
1999 to March 2000.....	-	-	\$300,000 to \$499,999.....	-	-
1995 to 1998.....	3	2.8	\$500,000 to \$999,999.....	-	-
1990 to 1994.....	7	6.5	\$1,000,000 or more.....	-	-
1980 to 1989.....	32	29.6	<b>Median (dollars).....</b>	<b>95,700</b>	<b>(X)</b>
1970 to 1979.....	12	11.1	<b>MORTGAGE STATUS AND SELECTED</b>		
1960 to 1969.....	21	19.4	<b>MONTHLY OWNER COSTS</b>		
1940 to 1959.....	21	19.4	With a mortgage.....	35	70.0
1939 or earlier.....	12	11.1	Less than \$300.....	2	4.0
<b>ROOMS</b>			\$300 to \$499.....	6	12.0
1 room.....	1	0.9	\$500 to \$699.....	5	10.0
2 rooms.....	16	14.8	\$700 to \$999.....	2	4.0
3 rooms.....	15	13.9	\$1,000 to \$1,499.....	17	34.0
4 rooms.....	22	20.4	\$1,500 to \$1,999.....	3	6.0
5 rooms.....	19	17.6	\$2,000 or more.....	-	-
6 rooms.....	22	20.4	<b>Median (dollars).....</b>	<b>1,069</b>	<b>(X)</b>
7 rooms.....	6	5.6	Not mortgaged.....	15	30.0
8 rooms.....	5	4.6	<b>Median (dollars).....</b>	<b>266</b>	<b>(X)</b>
9 or more rooms.....	2	1.9			
Median (rooms).....	4.5	(X)	<b>SELECTED MONTHLY OWNER COSTS</b>		
			<b>AS A PERCENTAGE OF HOUSEHOLD</b>		
<b>Occupied housing units.....</b>	<b>103</b>	<b>100.0</b>	<b>INCOME IN 1999</b>		
<b>YEAR HOUSEHOLDER MOVED INTO UNIT</b>			Less than 15.0 percent.....	17	34.0
1999 to March 2000.....	12	11.7	15.0 to 19.9 percent.....	5	10.0
1995 to 1998.....	32	31.1	20.0 to 24.9 percent.....	9	18.0
1990 to 1994.....	11	10.7	25.0 to 29.9 percent.....	2	4.0
1980 to 1989.....	24	23.3	30.0 to 34.9 percent.....	4	8.0
1970 to 1979.....	20	19.4	35.0 percent or more.....	13	26.0
1969 or earlier.....	4	3.9	Not computed.....	-	-
<b>VEHICLES AVAILABLE</b>			<b>Specified renter-occupied units.....</b>	<b>39</b>	<b>100.0</b>
None.....	8	7.8	<b>GROSS RENT</b>		
1.....	38	36.9	Less than \$200.....	-	-
2.....	34	33.0	\$200 to \$299.....	-	-
3 or more.....	23	22.3	\$300 to \$499.....	19	48.7
			\$500 to \$749.....	18	46.2
			\$750 to \$999.....	2	5.1
<b>HOUSE HEATING FUEL</b>			<b>Median (dollars).....</b>	<b>513</b>	<b>(X)</b>
Utility gas.....	8	7.8			
Bottled, tank, or LP gas.....	42	40.8			
Electricity.....	20	19.4			
Fuel oil, kerosene, etc.....	-	-			
Coal or coke.....	-	-			
Wood.....	8	7.8	<b>GROSS RENT AS A PERCENTAGE OF</b>		
Solar energy.....	-	-	<b>HOUSEHOLD INCOME IN 1999</b>		
Other fuel.....	22	21.4	Less than 15.0 percent.....	6	15.4
No fuel used.....	3	2.9	15.0 to 19.9 percent.....	2	5.1
			20.0 to 24.9 percent.....	14	35.9
			25.0 to 29.9 percent.....	9	23.1
			30.0 to 34.9 percent.....	2	5.1
<b>SELECTED CHARACTERISTICS</b>			35.0 percent or more.....	6	15.4
Lacking complete plumbing facilities.....	3	2.9	Not computed.....	-	-
Lacking complete kitchen facilities.....	3	2.9			
No telephone service.....	4	3.9			

-Represents zero or rounds to zero. (X) Not applicable.

Source: U.S. Bureau of the Census, Census 2000.

State of California  
 November 16, 2012  
 March 2011 Benchmark

Employment Development Department  
 Labor Market Information Division  
<http://www.labormarketinfo.edd.ca.gov>  
 (916) 262-2162

**Monthly Labor Force Data for Cities and Census Designated Places (CDP)**  
**October 2012 - Preliminary**  
**Data Not Seasonally Adjusted**

Area Name	Labor Force	Employ-ment	Unemployment Number	Rate	Census Emp	Ratios Unemp
Monterey County	231,300	210,900	20,400	8.8%	1.000000	1.000000
Aromas CDP (Monterey Co)	1,100	1,100	0	3.7%	0.005094	0.002017
Boronda CDP	800	700	100	9.9%	0.003541	0.004035
Bradley CDP	100	100	0	0.0%	0.000559	0.000000
Carmel by the Sea city	2,700	2,600	0	1.5%	0.012423	0.002017
Carmel Valley Village CDP	3,500	3,400	100	3.1%	0.016150	0.005380
Castroville CDP	3,600	3,000	600	17.1%	0.014224	0.030262
Chualar CDP	800	600	200	23.4%	0.002982	0.009415
Del Monte Forest CDP	2,500	2,400	100	2.2%	0.011367	0.002690
Del Rey Oaks city	1,300	1,200	0	2.1%	0.005901	0.001345
Elkhorn CDP	1,100	1,100	100	4.9%	0.005031	0.002690
Gonzales city	4,400	3,600	800	17.2%	0.017268	0.036987
Greenfield city	7,000	6,000	1,000	13.9%	0.028573	0.047747
King City city	6,200	5,300	900	15.0%	0.025033	0.045730
Las Lomas CDP	1,700	1,400	300	19.3%	0.006522	0.016140
Marina city	11,900	11,300	600	5.2%	0.053357	0.030262
Monterey city	18,900	18,200	700	3.9%	0.086279	0.036315
Moss Landing CDP	300	300	100	20.1%	0.001304	0.003362
Pacific Grove city	11,300	11,000	400	3.3%	0.052053	0.018157
Pajaro CDP	1,900	1,700	200	8.8%	0.008137	0.008070
Prunedale CDP	11,600	10,800	700	6.4%	0.051308	0.036315
Salinas city	79,600	69,600	10,000	12.5%	0.330020	0.488231
San Ardo CDP	300	300	100	20.8%	0.001242	0.003362
San Lucas CDP	200	200	0	18.3%	0.000870	0.002017
Sand City city	200	200	0	0.0%	0.000808	0.000000
Seaside city	17,700	16,800	900	5.1%	0.079570	0.044385
Soledad city	6,200	5,500	700	11.3%	0.026026	0.034297
Spreckels CDP	300	300	0	0.0%	0.001491	0.000000

CDP is "Census Designated Place" - a recognized community that was unincorporated at the time of the 2000 Census.

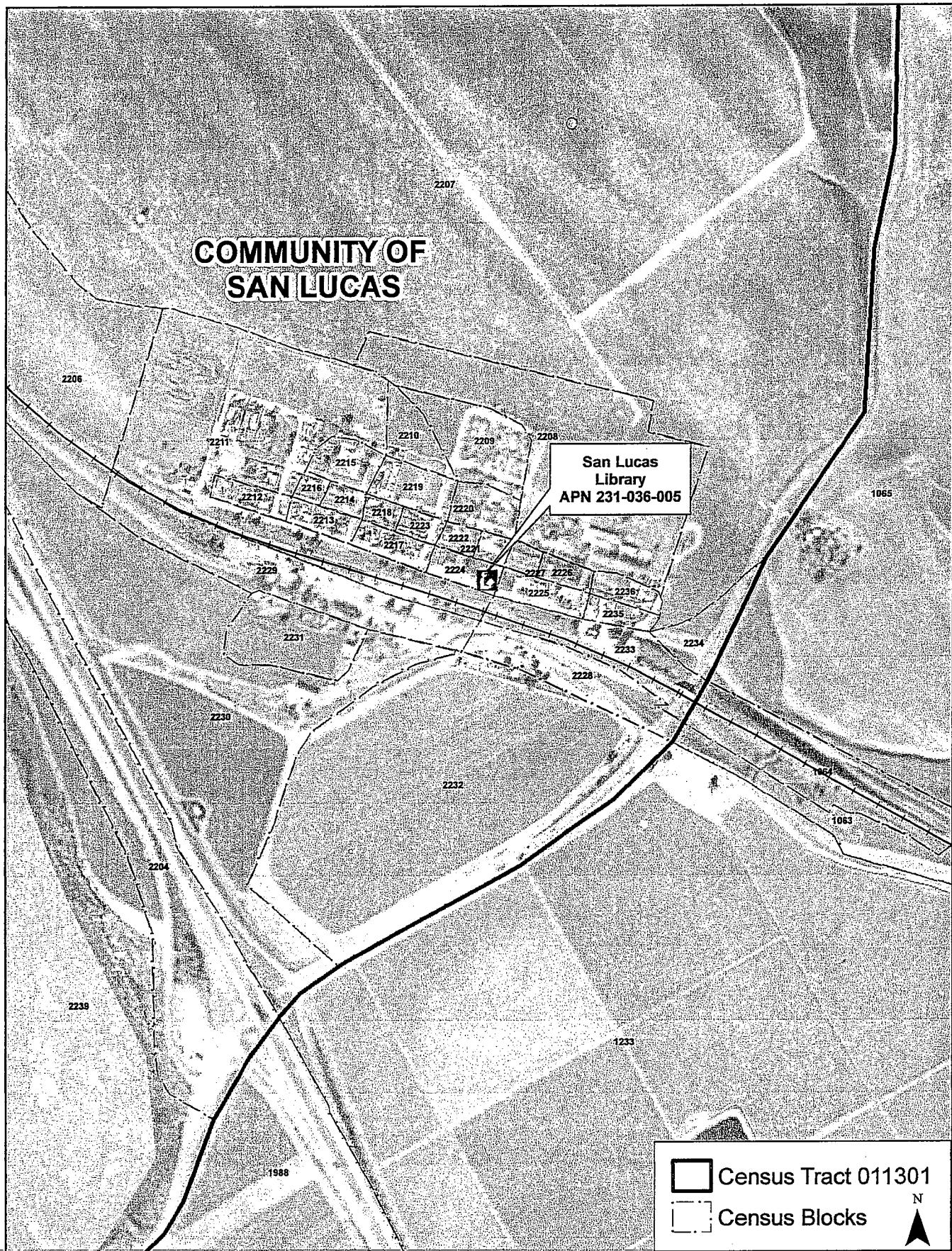
**Notes:**

- 1) Data may not add due to rounding. All unemployment rates shown are calculated on unrounded data.
- 2) These data are not seasonally adjusted.

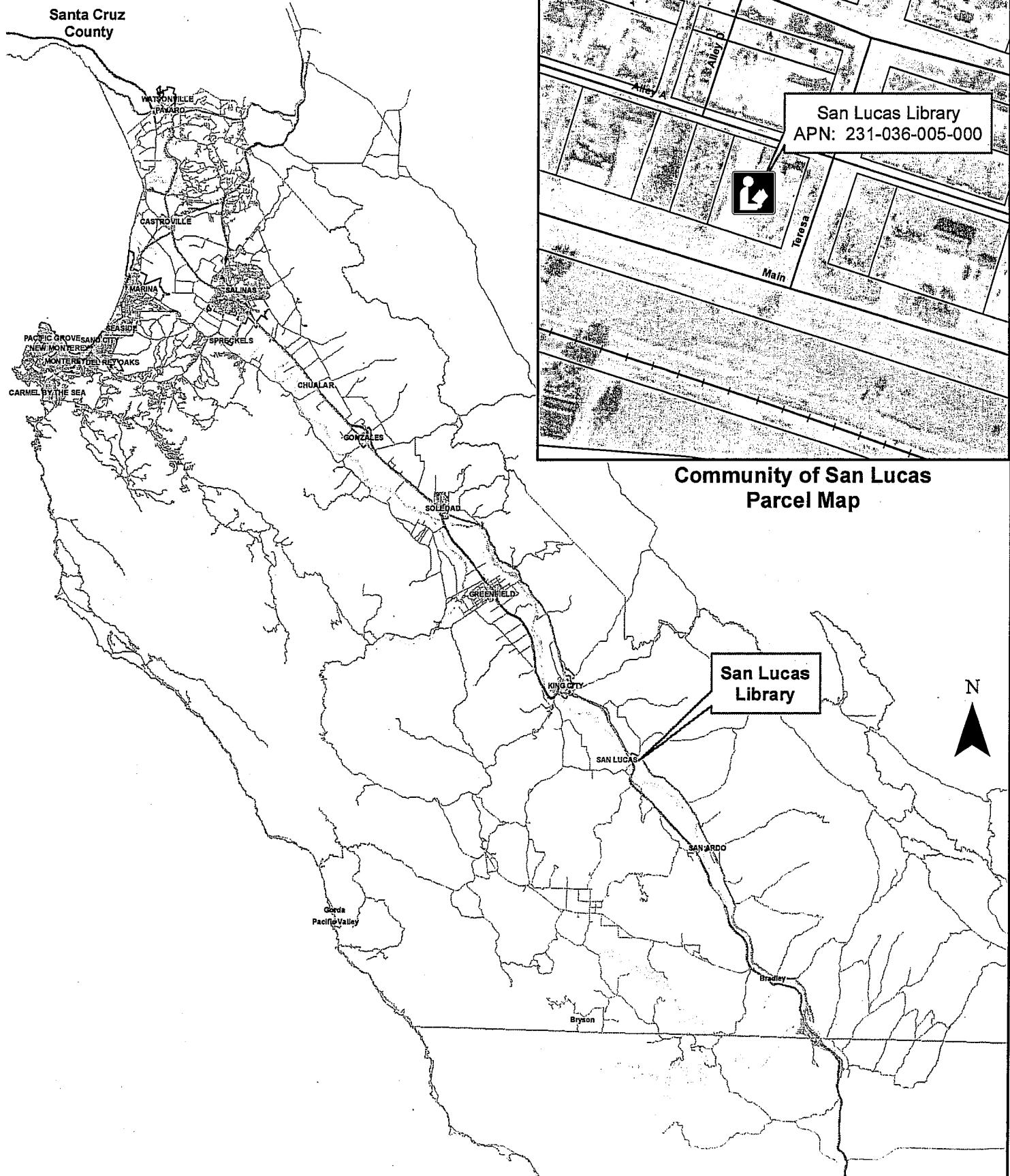
**Methodology:**

# AREA OF BENEFIT MAP

## San Lucas Library Project



# COUNTY OF MONTEREY LOCATION MAP





Google earth

feet      500  
meters      100



**KEY:**

- 1 = San Lucas Library building (Property, 54692 Teresa Street)
- 2 = San Lucas County Water District building (Property, 54694 Teresa Street)
- 3 = Former auto repair shop (Property)
- 4 = Former gasoline station (Property)
- 5 = Post Office building (53575 Main Street)
- 6 = House (53364 San Benito Street)
- 7 = House (Address unknown)
- V = Vacant lot



IMAGE SOURCE: GOOGLE EARTH 2007 AERIAL PHOTOGRAPH.



**DIABLO GREEN  
CONSULTING**

PROJECT NO: 11.10024.0039

DESIGNED BY: HDM      SCALE: NTS      REVIEWED BY: HDM

DRAWN BY: BM      FILE: SITE PLAN

**APPENDIX B  
SITE PLAN**

**SAN LUCAS LIBRARY PROPERTY  
54692 AND 54694 TERESA STREET  
SAN LUCAS, CALIFORNIA**

**PHASE I ENVIRONMENTAL SITE ASSESSMENT**

**San Lucas Library Property**  
**54692 and 54694 Teresa Street**  
**San Lucas, Monterey County, California 93930**

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**APPENDIX C**

**SITE PHOTOGRAPHS**

PHASE I ENVIRONMENTAL SITE ASSESSMENT  
54692 and 54694 Theresa Street  
San Lucas, California

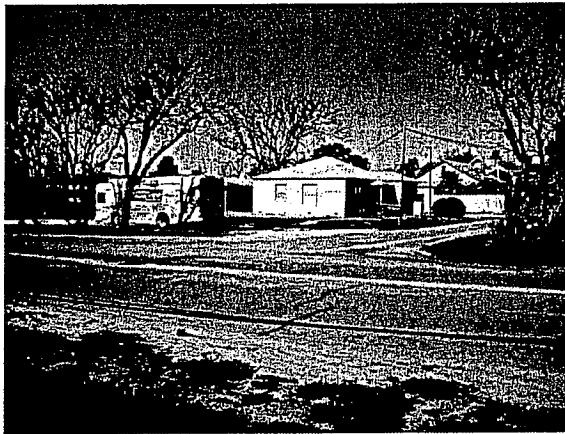


Photo 1: View of the property looking northwest across Main Street.



Photo 2. View of the San Lucas Library building (54692 Theresa Street) looking west.



Photo 3: View of the library building looking south.



Photo 4: View of the library building looking northeast.



Photo 5: View of the San Lucas County Water District building looking west.

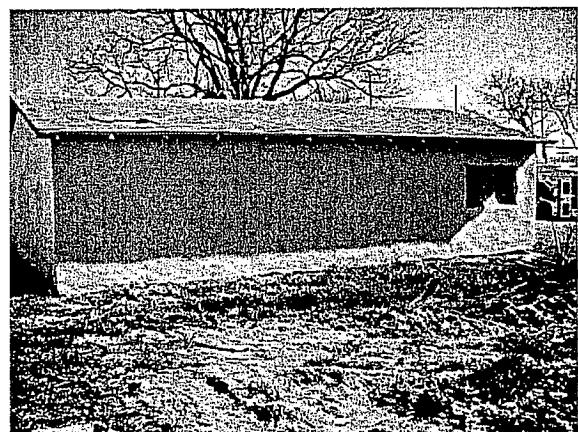


Photo 6: View of the water district building looking east.

PHASE I ENVIRONMENTAL SITE ASSESSMENT  
54692 and 54694 Theresa Street  
San Lucas, California



Photo 7: View of the floor slab from the former garage building.

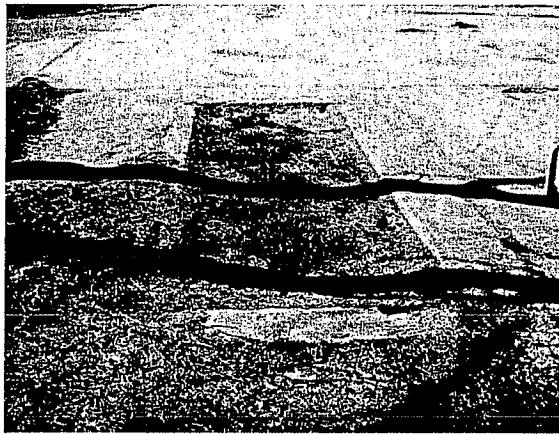


Photo 8: Close-up view of the slab noted in the previous photograph.



Photo 9: View of the house located to the north of the property.

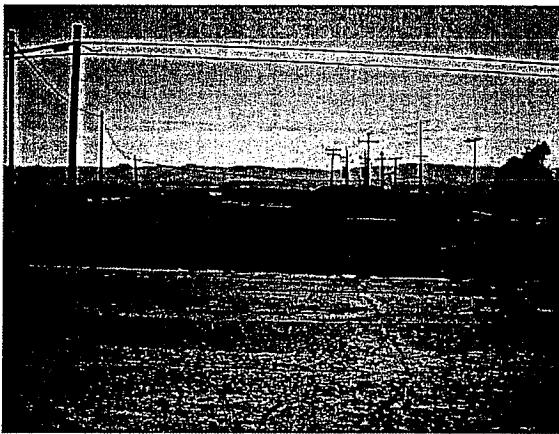


Photo 10: View of vacant land and railroad tracks located south of the property.



Photo 11: View of the vacant lot located east of the property.

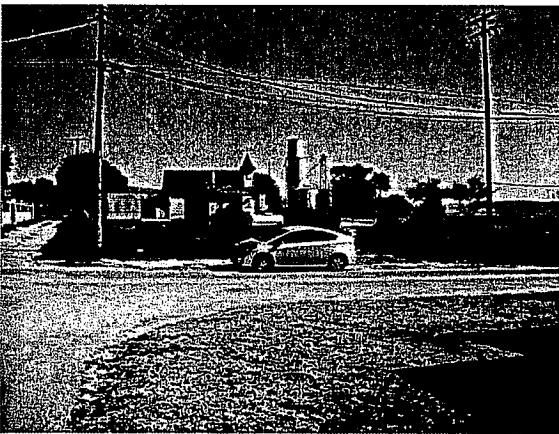


Photo 12: View of the vacant lot followed by the post office facility located to the west of the property.

CERTIFICATE OF ACCEPTANCE  
AND  
CONSENT TO RECORDATION

This is to certify that the interest in real property conveyed by this Grant Deed dated January 20, 2012 from San Lucas Union School District to COUNTY OF MONTEREY, a political subdivision of the State of California, is hereby accepted by the undersigned officer or agent on behalf of the Board of Supervisors of said County pursuant to authority conferred by Order of said Board of Supervisors on the 6<sup>th</sup> day of December 2011, and the County consents to recordation thereof by its duty authorized officer.

DATED: January       , 2012  
FEB 3

pxj

COUNTY OF MONTEREY

By:

  
Paul H. Greenway, P.E.  
Acting Director of Public Works

APPROVED AS TO FORM:  
CHARLES J. MCKEE, COUNTY COUNSEL

By: Cynthia L. Hasson  
Cynthia L. Hasson, Deputy County Counsel

**END OF DOCUMENT**