

# Attachment B

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# Monterey County

Board of Supervisors  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

Legistar File Number: RES 19-105

August 27, 2019

**Introduced:** 8/7/2019

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** BoS Resolution

Adopt a Resolution to:

- a. Adopt the Plans and Specifications for 855 East Laurel Drive-Emergency Shelter, Project No. 8875, Bid Package No.10736;
- b. Authorize the Resource Management Agency Director to advertise for bids in the *Monterey County Weekly*;
- c. Authorize and direct the Auditor-Controller to amend the FY 2019-20 Facilities Master Plan Project Fund, Fund 404, Appropriation Unit RMA015, to increase appropriations and estimated revenues by \$4,376,893, financed by an operating transfer in of \$656,893 from Fund 401, Appropriation Unit RMA004, for the County Match, \$200,000 for the City of Salinas Match, and \$3,520,000 from the Homeless Emergency Aid Program (4/5th vote required); and
- d. Authorize and direct the Auditor-Controller to increase appropriations for the County Match toward the 855 East Laurel Emergency Shelter of \$656,893, from Fund 401, Appropriation Unit RMA004, where the financing source is Unassigned Fund Balance (Fund 401-BSA 3101) (4/5th vote required).

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Adopt the Plans and Specifications for 855 East Laurel Drive-Emergency Shelter, Project No. 8875, Bid Package No.10736;
- b. Authorize the Resource Management Agency Director to advertise for bids in the *Monterey County Weekly*;
- c. Authorize and direct the Auditor-Controller to amend the FY 2019-20 Facilities Master Plan Project Fund, Fund 404, Appropriation Unit RMA015, to increase appropriations and estimated revenues by \$4,376,893, financed by an operating transfer in of \$656,893 from Fund 401, Appropriation Unit RMA004, for the County Match, \$200,000 for the City of Salinas Match, and \$3,520,000 from the Homeless Emergency Aid Program (4/5th vote required); and
- d. Authorize and direct the Auditor-Controller to increase appropriations for the County Match toward the 855 East Laurel Emergency Shelter of \$656,893, from Fund 401, Appropriation Unit RMA004, where the financing source is Unassigned Fund Balance (Fund 401-BSA 3101) (4/5th vote required).

### SUMMARY/DISCUSSION:

Staff is seeking adoption of the Plans and Specifications and authorization to advertise for bids for the 855 East Laurel Drive-Emergency Shelter, Project No. 8875, Bid Package No.10736 (Project). The bid opening is set for Thursday, October 3, 2019, at 2 p.m., in the Board of Supervisors' Conference Room 1032, Monterey County Government Center, 168 West Alisal Street 1st Floor, Salinas, California 93901. The recommended action also authorizes staff to proceed with the advertisement and bid selection for the Project and appropriates funding for the project, including Match Funds.

The Board of Supervisors declared a Shelter Crisis in December 2017. Since that time, County and City of Salinas (City) staff have worked closely on the shared objective to build and operate a regional

emergency shelter, to be located on County property within the city limits. Staff also coordinated to apply for Homeless Emergency Aid Program (HEAP) funds to support the construction of the shelter. Award of HEAP funds in the amount of \$6,018,100 for this project was first announced in late May 2019. The HEAP statute mandates that fifty percent (50%) of the funds be contractually obligated by January 1, 2020, including having a contractor under contract. In addition, 100 percent (100%) of the funds must be expended by June 30, 2021.

The Project includes construction of a 16,000-foot pre-manufactured building and related site work, infrastructure, foundations, landscaping, and interior improvements. The Facility will have approximately 100 beds. Weston Miles Architects led the team of professionals in the preparation of the Project Plans and Technical Specifications.

A “Notice to Bidders” will be duly advertised in a newspaper of general circulation per Public Contracts Code Section 20150.8. After evaluating bids received, the RMA will return to the Board for approval to award the construction contract. Construction is scheduled to begin in January 2020, with completion anticipated in December 2021.

OTHER AGENCY INVOLVEMENT:

The County Administrative Office-Housing Programs Manager led the HEAP application process with staff support from the Department of Social Services, Resource Management Agency (RMA), and the City. The Office of the County Counsel-Risk Management and Auditor-Controller reviewed and approved the Project Manual Specifications as to form and legality and insurance and indemnification provisions, and fiscal terms respectively. The Chair of the Budget Committee approved this item to go directly to the Board of Supervisors to expeditiously move the Project forward.

FINANCING:

Total estimated Project costs for the Emergency Shelter is \$6,874,993. Construction of this Project is made possible by the award of HEAP funds in the amount of \$6,018,100, which leaves \$856,893 to be funded by the County and City. The City agreed to fund \$200,000 to support design, permitting, project management, and construction management. The County, in addition to providing the site for the facility, will fund the remaining \$656,893 needed to complete the project through a transfer from Facilities Maintenance Fund 401, Unassigned Fund Balance, to Facilities Master Plans Projects, Fund 404.

The RMA is requesting an appropriation increase in FY 2019-20 for Funds 401 and 404 to transfer \$656,893 from Fund 401 Unassigned Fund Balance to Fund 404 which will be used as the County match for the Emergency Shelter. In FY 2019-20, \$3,520,000 of HEAP funding is anticipated to be incurred, where the balance of \$2,498,100 will be budgeted in FY 2020-21.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Provision of safe accommodation afforded by a permanent Emergency Shelter correlates to the Infrastructure, Health and Human Services, and Public Safety Strategic Initiatives adopted by the Board of Supervisors by supporting the goals of improving health and quality of life outcomes for individuals and families experiencing homelessness.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Dave Pratt, Project Manager II

Reviewed by: Shawne Ellerbee, RMA Deputy Director of Administrative Services

Approved by: Carl P. Holm, AICP, RMA Director

Attachments:

Attachment A-Project Budget

Attachment B-Plans and Specifications

Attachment C-Notice to Bidders;

Attachment D-Location Map

Attachment E-Draft Resolution

(On File with the Clerk of the Board)

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