



TO: Mayor Chuck Barney
Members of the City Council

FROM: John R. Zakian, DR Grant Program Manager & Chief Resilience Officer

DATE: May 22, 2018

SUBJECT: FINAL CDM SMITH CONTRACT EXTENSION FOR CDBG-DR ALLOCATION #2

I. RECOMMENDED ACTION

Authorize amendment to CDM Smith Support Services Agreement for CDBG-DR Allocation #2 final extension to June, 2019 and final added funds of \$65,000

II. DEPARTMENT CONTACT PERSONS

John R. Zakian, DR Program Manager & Chief Resilience Officer, 423-4528

III. DESCRIPTION

A. Background

Pursuant to the Grant Agreement for CDBG-DR Allocation #2, all funds must be spent by July 9, 2019. As of the writing of this memorandum, 98% of the \$35 million has been spent. Funds remaining to spent are related to close of demolition and relocation. There is also a balance in administration which will cover costs of city staff involved in the closeout work. The \$65,000 to be added to CDM Smith contract will cover their costs related to the demolition and relocation work and the funds will come from those allocations. This will be the last amendment.

B. Proposed Project

Working with the Finance Department staff we have further reduced the scope of work necessary for CDM Smith to complete the close out of Allocation #2 on a timely basis. Sufficient funds have been set aside in the administrative line to cover city staff salary costs that can be charged for work involving Allocation #2. The remaining work for CDM Smith will involve finishing a few remaining demolition projects and closing out relocation agreements with homeowners which remain open.

IV. IMPACT:

A. Strategic Impact:

This agreement continues the process of shifting lead roles in the oversight and management of the CDBG-DR and CDBG-NDR grants to city departments and staff.

B. Service/Delivery Impact:

This final CDM Smith agreement amendment for CDBG-DR Allocation #2 assures the timeline and process is in place to meet the HUD imposed deadline for complete close out of Allocation #2 by July 9, 2019.

C. Fiscal Impact:

Funding comes from CDBG-DR Allocation #2

V. ALTERNATIVES

N/A

VI. TIME CONSTRAINTS

NA

VII. LIST OF ATTACHMENTS

- i. Copy of Amendment #9 to CDM Smith Allocation #2 contract