



County of Santa Cruz³⁷⁵

PLANNING DEPARTMENT

701 OCEAN STREET, 4TH FLOOR, SANTA CRUZ, CA 95060
(831) 454-2580 FAX: (831) 464-2131 TDD: (831) 464-2123

ALVIN D. JAMES, DIRECTOR

December 4, 1998

AGENDA: December 15, 1998

BOARD OF SUPERVISORS

County of Santa Cruz
701 Ocean Street
Santa Cruz, California 95060

HAZARD MITIGATION GRANT PROGRAM - BRACE FOR THE QUAKE

Dear Members of the Board:

The Brace for the Quake Grant Program is a joint effort between the County of Santa Cruz and the Housing Authority of the County of Santa Cruz. The program provides individual grants for fifty percent of the costs incurred by homeowners in Santa Cruz County to retrofit their homes. The Federal Emergency Management Agency (FEMA) provides grant funds for this program through the 1989 Loma Prieta Hazard Mitigation Grant Program (HMGP).

The original HMGP grant was for \$4,657,125. When the local interest in the Brace for the Quake Program exceeded the available grant funds, the County successfully advocated with the Governor's Office of Emergency Services (OES) and FEMA for supplemental funds. The County was awarded an additional \$5,175,125 in grant funds for a total award of \$5,175,125 with a grant extension through December 31, 1998. The funds are obligated, the projects are finished, and final applicant reimbursements will be completed this month.

The County's original grant request did not include a line item in the budget for project management costs. Because of this, the agreement with the Housing Authority allowed them to earn the administrative costs that would have normally gone to the County. With the award of the supplemental funding, the County successfully received authorization from FEMA and OES to charge project management costs for Brace for the Quake to the HMGP project funds. This change will allow the County to receive the administrative costs associated with the Brace for the Quake Grant Program. The maximum amount of administrative costs that can be earned under this program total \$87,750. These administrative funds will be held in trust pending results of final audit and accepted into the County Administrative Office budget at that time.

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In order for the grant amount and terms to be consistent the Housing Authority agreement, it is now necessary to amend the agreement with the Housing Authority to increase the grant amount by \$5 18,000, add project management costs and delete administrative costs, and extend the agreement through December 31, 1998. Appropriations for this action were included in the 1998-99 budget.

It is therefore RECOMMENDED that your Board:

1. Approve attached amendment to agreement with Housing Authority for the Brace for the Quake Hazard Mitigation Grant Program; and
2. Authorize the County Administrative Officer to sign the amendment.

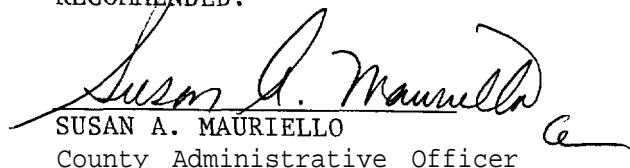
Sincerely,



Alvin D. James, AICP
Planning Director

ADJ:DG.hmgp\B4Q\contractamend518K.wpd

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

Attachment

cc: County Administrative Office
County Counsel
Auditor-Controller
Housing Authority

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

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TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM: Planning Department

Diane M. Silva (Signature) 12/4/98 (Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

- Said agreement is between the COUNTY OF SANTA CRUZ (Agency)
and HOUSING AUTHORITY, 2160 41st Avenue, Capitola, CA 95010-2060 (Name & Address)
- The agreement will provide for the seismic retrofit of residential structures located within Santa Cruz County under the State of California Hazard Mitigation Grant Program
Project No. 845-141-5 - Brace for the Quake
- The agreement is needed because the County cannot provide the service
- Period of the agreement is from June 23, 1992 to December 31, 1998
- Anticipated cost is \$ \$518,000 increase for a total of \$5,175,125 (~~Fixed amount~~; Monthly rate; Not to exceed)
- Remarks: increase in funding approved by FEMA and OES'
funds included in 1998-99 budget
- Appropriations are budgeted in 190700 (Index#) 4486 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered.
are not will be

Contract No. 80853 Date 12/7/98

GARY A. KNUTSON, Auditor - Controller

BY Ron Silva Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the
-COUNTY ADMINISTRATIVE OFFICER _____ to execute the same on behalf of the COUNTY OF SANTA CRUZ

(Agency).

Remarks:

(Analyst)

County Administrative Officer
BY Madelyn Werner Date 12/8/98

Agreement approved as to form. Date _____

Distribution:

Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - Green *
Co. Admin. Officer - Canary
Auditor-Controller - Pink
Originating Dept. - Goldenrod

*To Orig. Dept. if rejected.

State of California)
County of Santa Cruz) ss

I _____ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz,
State of California, do hereby certify that the foregoing request for approval of agreement was approved by
said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered
in the minutes of said Board on _____

_____ 19 _____ By _____ County Administrative Officer

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AMENDMENT TO AGREEMENT

The parties hereto agree to amend that certain Agreement dated

June 23, 1992

by and between the COUNTY OF SANTA

CRUZ and the Housing Authority of the County of Santa Cruz by extending the
term of the agreement to December 31, 1998 (Article I.2., Article II.1.,
Article 11.5, and Exhibit B, Paragraphs and E), increasing the grant
amount by \$518,000 for a total of \$5,175,125, incorporating the attached
revision to Exhibit C - Project Budget.


All other provisions of said Agreement shall remain the same.

Dated: _____

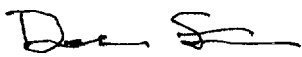
COUNTY OF SANTA CRUZ

By: _____
County Administrative Officer

CONTRACTOR

By: 
 Executive Director
 Address 2160 41st Avenue
Capitola, CA 95010-2060
Telephone: (831) 464-0170

Approved as to form



County Counsel

DISTRIBUTION: **County Administrative Office**
Auditor-Controller
County Counsel
Risk Management
Contractor

9/92
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EXHIBIT C - REVISED**COUNTY OF SANTA CRUZ****BRACE FOR THE QUAKE GRANT PROGRAM - PROJECT BUDGET**

The Hazard Mitigation Grant Program (HMGP) provides for a 50 percent reimbursement of eligible project costs. The funds used for the 50 percent match must be non-federal funds. An applicant that has used a Small Business Administration (SBA) loan to finance the retrofit costs, may receive a 50 percent Brace for the Quake Grant for retrofit costs. If requested by SBA, the applicant may be required to use the HMGP grant funds to pay down the SBA loan. Contractor shall ensure that project applicants have non-federal funds to be used as their 50 percent match.

This Agreement is based on a cost reimbursement method of payment. Total payments of HMGP project funds under this Agreement shall not exceed \$5,175,125. HMGP project funds shall be reimbursed to the Contractor for 50 percent of the costs incurred for planning and outreach activities and project management costs. Upon OES/FEMA approval of retrofit costs and receipt of HMGP funds by the Contractor, Contractor shall reimburse individual applicants of approved projects for 50 percent of their seismic retrofit costs.

The individual project budgets shall include only those costs relative to the seismic retrofit of existing residential structures. Costs associated with the permitting process, such as inspections, engineering and architectural services, soils engineering, and corresponding tests/studies that the applicant adheres to in order to meet the requirements of the local building departments, can be included in the project budgets. Costs relative to repair of damage caused by an earthquake, new construction, or non-retrofit structural upgrades required of applicant(s) to meet current building codes shall not be included in project budgets.

Contractor shall submit to the County individual Grant Approvals, Application Budgets, Requests for Reimbursement, and invoices/receipts and canceled checks for seismic retrofit costs. County shall submit HMGP Requests for Reimbursement to OES. Upon receipt of HMGP funds from OES, County shall make payment to Contractor for 50 percent of the approved retrofit costs. County shall reimburse Contractor for 50 percent of the program planning and outreach activities and project management costs. Contractor costs shall maintain appropriate support documentation such as invoices, copy logs, time studies, payroll documentation and travel logs.