



Folsom City Council Staff Report



MEETING DATE:	5/12/2020
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10432 - A Resolution authorizing the City Manager to execute non-exclusive agreements with approved licensed contractors to implement the Sacramento Housing and Redevelopment Agency inter-agency contract for the Seniors Helping Seniors Home Repair Program
FROM:	Community Development Department

RECOMMENDATION / CITY COUNCIL ACTION

Move to adopt Resolution No. 10432 - A Resolution authorizing the City Manager to execute non-exclusive agreements with approved licensed contractors to implement the Sacramento Housing and Redevelopment Agency inter-agency contract for the Seniors Helping Seniors Home Repair Program.

BACKGROUND / ISSUE

On June 11, 2019, the City Council approved Resolution No. 10299 authorizing the City Manager to execute an agreement with the Sacramento Housing and Redevelopment Agency (SHRA) for continued participation in the Community Development Block Grant (CDBG) Program through December 2020. This agreement authorizes SHRA to assist the City of Folsom with essential community development and housing assistance activities by providing up to \$165,000 per year for the City’s Seniors Helping Seniors Home Repair Program (SHS Program) and the City’s proportional contribution to the regional Renters Helpline contract.

As directed under SHRA’s administration of CDBG funds, the City is required to issue a Request for Qualifications (RFQ) for qualified contractors at least every five years for the SHS Program. As such, in February of this year the City issued a Request for Qualifications (RFQ) for Contractor Services for the SHS Program.

Staff requests that the City Council authorize the City Manager to execute non-exclusive agreements with ABC Home Improvements, Benchmark Plumbing, F.L. Electric Service Company, Gray Construction and Securement Services, Inc., Roseville Sheet Metal Inc., Robnett Construction, Inc. and Sacramento City Building to perform contractor services in accordance with the Seniors Helping Seniors Home Repair Program.

POLICY / RULE

In accordance with Section 2.36.120 of the Folsom Municipal Code, City Council approval is required for professional services contracts in excess of \$62,014.

ANALYSIS

The Seniors Helping Seniors Home Repair Program is available to all low-income, age-qualified senior citizens who reside in the City of Folsom. The program is designed to assist those seniors who do not have the assets or financial capability to make necessary home repairs related to health and safety. Both manufactured homes and non-manufactured homes are eligible for the program. On average, the City's SHS Program responds to over 300 calls for service each year.

As directed by SHRA and required by CDBG Federal Requirements, the City solicited a Request for Qualifications (RFQ) for Contractor Services for the SHS Program. The intent of the RFQ was to contract with four to eight contractors for the SHS Program.

A total of seven companies (ABC Home Improvements, Benchmark Plumbing, F.L. Electric Service Company, Gray Construction and Securement Services, Inc., Roseville Sheet Metal Inc., Robnett Construction, Inc. and Sacramento City Building) submitted their qualification packages to City and the Community Development staff determined that all seven companies are qualified to provide a range of contracting services necessary for the SHS Program. Furthermore, all seven of the contractors are experienced in small home repairs and working with low-income senior citizens and/or physically disabled homeowners.

With approval of this resolution and the necessary contracts (not-to-exceed a combined total of \$165,000 for all said contracts), the following contractors will assist the City with providing contractor services as needed for the SHS Program:

1. ABC Home Improvements
2. Benchmark Plumbing
3. F.L. Electric Service Company
4. Gray Construction and Securement Services, Inc.
5. Roseville Sheet Metal Inc.
6. Robnett Construction, Inc.
7. Sacramento City Building Co.

FINANCIAL IMPACT

There is no financial impact on the General Fund. The CDBG funding program requires the expenditure of funds with reimbursement requested and therefore the Community Development Block Grant Fund (Fund 201) is utilized to cover the upfront contractor and material costs and invoices are sent to SHRA monthly for reimbursement from the grant proceeds. For the Fiscal Year 2020/21, a total of \$165,000 of the Community Development Block Grant Fund (Fund 201) is proposed to be appropriated for the SHS Program to cover the cost of materials and outside contractors.

ENVIRONMENTAL REVIEW

This action by the City Council is exempt from environmental review pursuant to Section 15061(b)(3) (Review for Exemption) of the California Environmental Quality Act.

ATTACHMENTS

Resolution No. 10432 - A Resolution authorizing the City Manager to execute non-exclusive agreements with approved licensed contractors to implement the Sacramento Housing and Redevelopment Agency inter-agency contract for the Seniors Helping Seniors Home Repair Program.

Submitted,



Pam Johns, Community Development Director

RESOLUTION NO. 10432

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE NON-EXCLUSIVE AGREEMENTS WITH APPROVED LICENSED CONTRACTORS TO IMPLEMENT THE SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY INTER-AGENCY CONTRACT FOR THE SENIORS HELPING SENIORS PROGRAM

WHEREAS, Resolution No. 9958, adopted by the City Council on June 27, 2017, authorized the City Manager to execute an agreement with the Sacramento Housing and Redevelopment Agency (SHRA) for continued participation in the Community Development Block Grant (CDBG) Program from January 1, 2018 to December 31, 2020; and

WHEREAS, funds from the CDBG Program subsidize the City's Seniors Helping Seniors (SHS) Program, which provides eligible senior citizens in the City with financial assistance to repair and remedy health and safety hazards in their homes; and

WHEREAS, SHRA has approved \$165,000 in CDBG funds to subsidize the City's SHS Program for Fiscal Year 2020/21; and

WHEREAS, the City Manager is required to enter into an Inter-Agency Contract with SHRA to receive the approved \$165,000 CDBG funds; and

WHEREAS, the CDBG funding program requires the expenditure of funds with reimbursement requested and for Fiscal Year 2020/21; and

WHEREAS, the proposed Fiscal Year 2020/21 Budget, includes an appropriation of \$165,000 in the Community Development Block Grant Fund (Fund 201) for the SHS Program; and

WHEREAS, a Request for Qualifications for services under the Seniors Helping Seniors Program, which specified the maximum amount of fixed fee payable for each type of repair service was issued on February 27, 2020; and

WHEREAS, proposals from licensed professional contractors were received from ABC Home Improvements, Benchmark Plumbing, F.L. Electric Service Company, Gray Construction and Securement Services, Inc., Roseville Sheet Metal Inc., Robnett Construction, Inc., and Sacramento City Building Co., each outlining the contractor's professional qualifications and experience to perform services under the Program; and

WHEREAS, in accordance with Chapter 2.36 of the Folsom Municipal Code, contracts of \$62,014 or greater shall be approved by the City Council;

NOW, THEREFORE, BE IT RESOLVED in the event that CDBG funding from SHRA is available, the City Council of the City of Folsom hereby authorizes the City Manager to execute non-exclusive contracts for professional licensed contractor services with ABC Home

Improvements, Benchmark Plumbing, F.L. Electric Service Company, Gray Construction and Securement Services, Inc., Roseville Sheet Metal Inc., Robnett Construction, Inc. and Sacramento City Building Co., to render services under the City's SHS Program through June 30, 2021, not-to-exceed a combined total of \$165,000 for all said contracts.

PASSED AND ADOPTED this 12th day of May 2020, by the following roll-call vote:

- AYES:** Council Member(s):
- NOES:** Council Member(s):
- ABSENT:** Council Member(s):
- ABSTAIN:** Council Member(s):

Sarah Aquino, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

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