



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: February 13, 2018

Subject: Contract with Community Housing & Development Corporation to Administer and Disburse Funding
Awarded to Selected Non-profits

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract with Community Housing Development Corporation (CHDC), in an amount not to exceed \$137,090 to administer and disburse funding to non-profit entities to complete community-based projects in the North Richmond area, for the period February 1, 2018 through July 30, 2018.

FISCAL IMPACT:

There will be no impact to the General Fund. The work performed under this contract is funded using North Richmond Mitigation Fee (NRMF) funding that is jointly administered by both the City of Richmond and County for the purpose of mitigating designated impacts resulting from the County and City approved land use permits for the expended Bulk Material Processing Center (BMPC) located in North Richmond. Both the County Board of Supervisors and Richmond City Council approved an Amended NRMF Expenditure Plan for fiscal year 2017-18 that allocates funding for this contract.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **02/13/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 13, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Demian Hardman,
(925) 674-7826

By: June McHuen, Deputy

cc:

BACKGROUND:

On June 20, 2017, The County Board of Supervisors approved a 2017/2018 North Richmond Mitigation Fee (NRMF) Expenditure Plan, which was subsequently approved by the Richmond City Council in early July 2017. On September 26, 2017, an Amended 2017/2018 NRMF Expenditure Plan was approved by both the Richmond City Council and County Board of Supervisors. The Amended Expenditure Plan allocates a total of \$143,089.34 within Strategy 9 for the administration and disbursement of funding to five (5) non-profit entities to complete six (6) Community-Based Projects. The non-profit organizations awarded funding are based on a Request for Proposals (RFP) solicitation process conducted in early 2016.

The Amended 2017/2018 NRMF Expenditure Plan allocates up to \$109,671.47 for disbursement to five (5) non-profit entities for six (6) projects, up to \$6,000 for County administration (County staff time not part of this contract), and up to \$27,417.87 for CHDC to assist the County with the administration and disbursement of funds to selected non-profit entities. This contract would authorize CHDC to be paid up to \$27,417.87 to assist the County with the administration and disbursement of up to \$109,671.47 to five (5) non-profit organizations awarded funding for a total of six (6) projects within Strategy 9 for a total contract amount not to exceed \$137,089.34.

CONSEQUENCE OF NEGATIVE ACTION:

The five (5) non-profits entities awarded funding for their selected projects and CHDC would not receive NRMF funding to address illegal dumping and blight in the North Richmond community.