



**PIMA COUNTY**

**MEMORANDUM**

COMMUNITY DEVELOPMENT

December 17, 2014

**TO:** C.H. Huckelberry, County Administrator

**FROM:** Daniel Tylutki, Rural & Community Development Manager

**CC:** Hank Atha, Deputy County Administrator  
Margaret M. Kish, Director

**RE:** Grant funded contract amendment for January 6, 2015 Board of Supervisor Agenda  
Habitat for Humanity Tucson, Emergency/Transitional/Permanent Housing Maintenance Support

**Recommendation and Summary:**

Staff requests placement of this contract amendment on the Board of Supervisor (Board), January 6, 2015, Agenda. The amendment provides for a no cost, one-year contract term extension. The original contract was approved by the Board May 7, 2013 with Resolution No. 2013-32, Pima County Annual HUD Action Plan 2013-2014. Pertinent contract amendment details include:

<b>Department:</b>	Community Development and Neighborhood Conservation		
<b>Funding Source:</b>	US HUD Community Development Block Grant (CDBG)		
<b>AMS Grant ID:</b>	GTAW CD-14*002	<b>Contract Number:</b>	CT 14*264
<b>Original Funding Amount:</b>	\$15,000.00	<b>Term:</b>	Extend term to 9/30/15
<b>New Funding Amount:</b>	Same; No increase in funding		

**Funding Purpose:**

To provide CDBG public service funds for technical assistance and maintenance support to non-profit agencies which own and operate emergency shelters and/or transitional housing facilities. This contract for technical assistance also directly supports a joint Pima County and City of Tucson 5 year commitment to provide emergency and transitional shelter CDBG facility improvement grants to qualifying agencies. The agency will continue to use funds appropriate in the original contact from the FY2013-2014 Pima County CDBG allocation.

**Program Goals/Predicted Outcomes:**

The goal of this CDBG grant funded contract is the creation and maintenance of healthy living environments for both residents and staff of such properties. Predicted outcomes include the creation of an Operations and Maintenance Collaborative consisting of non-profit organization to pool and leverage resources to realize cost savings associated with joint purchasing discounts and services. Agency implementation of energy and water conservation practices, budgeting for capital improvements, and adhering to an efficient and appropriate maintenance schedule is also a desired outcome.

**Public Benefit:**

Improvement of existing conditions of said facilities via established operations and maintenance procedures.

**Metrics Available to Measure Performance:**

- Quarterly Operations and Maintenance Collaborative trainings conducted.
- Development of a Memorandum of Understanding with participating non-profit agency that accept assistance.
- Participants provided property specific cost/benefit analysis for implementing this program and assistance in identifying potential funding sources for implementation of continued effective maintenance and identified improvements in subsequent years.

Approved:

C.H. Huckelberry, County Administrator