

Agenda Request For: September 14, 2005

Department: Grants

Background: A Community Development Block Grant for housing rehabilitation in unincorporated Nassau County is currently underway. The project is funded with \$750,000 in CDBG funds and \$350,000 in SHIP funds to complete 20 owner occupied homes for low to moderate-income residents. Jordan & Associates administers this project.

Change orders have been submitted by two contractors.

- ~~Change Order 1~~ submitted by Sound Bay Development Group for Program applicant #4, Magaline Albertie to add an additional 200 square feet to the home. This change order involves an \$8,000 increase in the original contract price making the new contract price \$79,200. The attached letter from Jordan and Associates explains the issue with the original write up and the resolve for compliance with the Housing Assistance Plan.
- ~~Change Order 1~~ submitted by A&R Construction Inc. for Program applicant #1 Beatrice Thompson to add an extension of time which results in the November 26, 2005 work completion deadline. This change order does not change the original contract price for this project.

addendum (next page)

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Implementation of this housing rehabilitation project will enhance the housing stock in Nassau County and the work will be performed by licensed contractors and inspected by a Nassau County building inspector.

Action requested and recommendation: Request that the BOCC in accordance with the recommendation from Jordan & Associates approve:

- Change order #1, Program Applicant #4 Albertie for the 200 sq. ft. increase in the building plan and the accompanying \$8,000 increase in the original contract price to \$79,200.
- Change order #1, Program Applicant #1 Thompson for an extension in the completion deadline to November 26, 2005.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? This action is not inconsistent with the Comprehensive Land Use Plan.

Funding Source: Community Development Block Grant and SHIP funds *and available, 69548554-583400, see attached info 8/29/05*

Reviewed by: _____

Department Head _____

Legal _____

Adm. Suc. Finance _____

Administrator _____

Grants _____
Revised 12/04

DATE 9/14/05
ca

S. D. Jamima
acting Sec 8/29/05

James D. Thompson 8.26.05

NOV 29 8 29 AM '05
COUNTY COORDINATORS OFFICE

Charles Adams
TO Ernie Thorne

Agenda Request For: **September 14, 2005** **Change Orders, part 2**

Department: **Grants**

Background: A Community Development Block Grant for housing rehabilitation in unincorporated Nassau County is currently underway. The project is funded with \$750,000 in CDBG funds and \$350,000 in SHIP funds to complete 20 owner occupied homes for low to moderate-income residents. Jordan & Associates administers this project.

Change orders have been submitted by two contractors.

- **Change Order 1** submitted by A&R Construction Inc. for Program applicant #3 ~~Benjamin Alderman~~ to add an extension of time which results in the November 30, 2005 work completion deadline. This change order does not change the original contract price for this project.

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Implementation of this housing rehabilitation project will enhance the housing stock in Nassau County and the work will be performed by licensed contractors and inspected by a Nassau County building inspector.

Action requested and recommendation: Request that the BOCC in accordance with the recommendation from Jordan & Associates approve:

- Change order #1, Program Applicant #3 Alderman for an extension in the completion deadline to November 30, 2005.

Is this action consistent with the Nassau County Comprehensive Land Use Plan? This action is not inconsistent with the Comprehensive Land Use Plan.

Funding Source: Community Development Block Grant and SHIP funds

Reviewed by:

Department Head _____

Legal _____

~~Adm~~ ~~Finance~~ ~~SUC~~

Cathy Lee 8/29/05

Administrator _____

Grants _____

Frank A. Thompson

Nassau County 2005 Housing Rehab Project

- ProgApp 8	\$68,900.00	Charles Speaker	86714 Pages Diary Road, Yulee	Sound Bay Development Corporation
- ProgApp 6	\$72,500.00	Martha Nelson	1586 Halloway Lane Callahan	A&R Construction Co.
- ProgApp 9	\$68,900.00	Edgar Campbell	585 Keon Lane, Yulee	Sound Bay Development Corporation
- ProgApp 1	\$84,000.00	Beatrice Thompson	576476 Lessie Road, Hilliard	A&R Construction Co.
- ProgApp 2	\$70,800.00	Sandra Pendergrass	2892 BasrbaraLane, Hilliard	A&R Construction Co.
- ProgApp 4	\$71,200.00	Magaline Albertie	2530 CR 108, Yulee	Sound Bay Development Corporation
- ProgApp 5	\$39,650.00	William Thomas	3605 Douglass Road Fernandina Beach	Sound Bay Development Corporation
- ProgApp 3	\$84,000.00	Benjamin Alderman	58251 Timmons Road, Hilliard	A&R Construction Co.
	\$559,950.00			
ProgApp 7	No bid	Linda Weaver	1250 Loushel Tony Road, Fernandina Beach	Neither contractor bid on this one
ProgApp 10	Not submitted	Geneva McGoven	5478 Lee Street, Fernadina Beach	This house will be bid out in April 2005

S 8/25/05

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NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS
 CDBG GRANT
 USE OF FUNDS
 BEGINNING 04/05 FISCAL YEAR

<u>A/C</u>	<u>NAME</u>	<u># of homes</u>	<u>TOTAL GRANT BUDGET</u>	<u>APPR'D DATE</u>	<u>APPR'D AMT</u>	<u>BALANCE</u>
69548554-583400	CDBG-Housing Rehab for 8 homes, applications 1-6, 8, 9	20 (8)	\$ 974,500.00	13-Apr-05	\$ 559,950.00	\$ 414,550.00
Balance per grant		<u>12</u>				\$ <u>414,550.00</u>

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08/26/2005
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BOARD OF COMMISSIONERS
YEAR-TO-DATE BUDGET REPORT

PAGE 1
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FOR 2005 99

369	CAPITAL PROJECT-CDBG	ORIGINAL APPROP	TRANFRS/ ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED

369	CAPITAL PROJECT-CDBG							

69548554	CDBG 04DB-04-55-01-H05							

69548554	531000 PROFESSIONAL SERVICES	250,000	-145,000	105,000	.00	.00	105,000.00	.0%
69548554	549000 OTHER CURRENT CHARGES & OB	111,500	-104,349	7,151	.00	.00	7,151.00	.0%
69548554	583400 CDBG-HOUSING REHAB	437,520	536,980	974,500	99,365.00	.00	875,135.00	10.2%
69548554	583401 CDBG-TEMP RELOCATION	0	13,000	13,000	24,050.00	.00	-11,050.00	185.0%
69548554	599009 OVER BUDGETED EXPENDITURES	0	0	0	.00	.00	.00	.0%
	TOTAL CDBG 04DB-04-55-01-H05	799,020	300,631	1,099,651	123,415.00	.00	976,236.00	11.2%
	TOTAL CAPITAL PROJECT-CDBG	799,020	300,631	1,099,651	123,415.00	.00	976,236.00	11.2%
	TOTAL EXPENSES	799,020	300,631	1,099,651	123,415.00	.00	976,236.00	
	GRAND TOTAL	799,020	300,631	1,099,651	123,415.00	.00	976,236.00	11.2%

+ 348 03/04
112,151
112,500

000
0.6+
CDBG gr. 750,000 +
match 350,000 +
002
1,100,000 +
1,100,000 +
03/04 exp 348.8 -
000
1,099,651.25 +

S 8/29/06

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CDBG Grant
Housing Rehab

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Agenda Request For: April 13, 2005

Department: Grants

Background: A Community Development Block Grant to implement housing rehabilitation in unincorporated Nassau County is currently underway. The project represents \$750,000 in CDBG funds coupled with \$350,000 in SHIP funds to cover at least 20 owner occupied homes for low to moderate-income residents. Aspects of the program include rehabilitation or demolition and rebuild and temporary relocation assistance. Consulting firm Jordan & Associates were hired by the Board to administer this project.

As part of the process each home is placed under contract with a specific contractor to provide the rehabilitation of the home. On March 1, 2005 contractor bids were received for the first 10 homes ranked by Jordan & Associates and approved in the ranking by the Board of County Commissioners on 9/8/04. The bid results address 8 of the 10 homes and totaled \$559,950.00.

Financial/Economic Impact to Future Years Budgeting Process or Effect on Citizens: Implementation of this housing rehabilitation project will enhance the housing stock in Nassau County and the work will be performed by licensed contractors and inspected by a Nassau County building inspector.

Action requested and recommendation: Request that the BOCC in accordance with the recommendation from Jordan & Associates (a) authorize contracts for Program applicants 1 (Beatrice Thompson), 2 (Sandra Pendergrass), 3 (Benjamin Alderman), 4 (Magaline Albertie), 5 (William Thomas), 6 (Martha Nelson), 8 (Charles Speaker), 9 (Edgar Campbell); (b) authorize Program applicant 7 (Linda Weaver) to be removed from the approved CDBG ranking list so that the work on her home can be solely completed under the Nassau County SHIP program, which is administered by the Northeast Florida Regional Council on behalf of the Board; (c) authorize Program applicant 10 (Geneva McGowen) to be bid in the next grouping.

Is this action consistent with the Nassau County Comprehensive Land Use Plan?
This action is not inconsistent with the Comprehensive Land Use Plan.

Funding Source: Community Development Block Grant and SHIP funds

Reviewed by:

Department Head _____

Legal _____

Finance _____

Administrator _____

Grants _____

05 MAR 23 PM 1:39

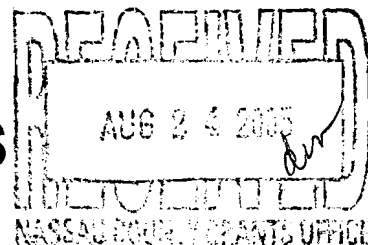
COMMUNITY DEVELOPMENT
OFFICE

Approved 1, 2, 3, 4, 5, 6, 8, 9
bring bid 7+10 on 3/9/05
subject to legal review of contracts

S 3/29/06

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JORDAN & ASSOCIATES



4611- 3 U.S. Highway 17
Orange Park, FL 32003

Phone: (904) 264-6203
Fax: (904) 264-2190

23 August 2005

Nassua County
Board of County Commissioners
P. O. Box 1010
Fernandina Beach, FL 32035-1010

Re: DCA Contract #04DB-1Q-04-55-01-H05
Change Orders

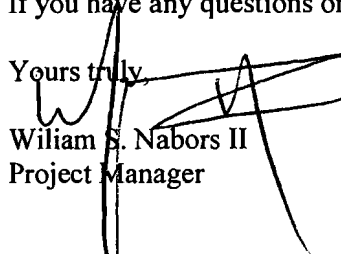
Dear Commissioners:

Due to the lengthy permitting phase, and three weeks of rain delays, the contractors are requesting an extension. The original time constraints on the project, for new constructions, was 90 days. The 90 days included permitting and construction. It has come to my attention that this contract period is too short and the requests for extensions should be granted. It has been taking 45-60 days just for permitting, not including construction phase. I have informed the other contractors to submit all requests for extensions. The current requests submitted does not include all projects. I will have the remainder of the extensions at the next BOCC meeting for your review.

Also, attached is a change order for the increase in size of 200 sq. ft. of Ms. Albertie's home. The original write-up called for 800 sq.ft. for a 2 bedroom 1 bath home (according to the HAP for a 1-2 family dwelling). Upon further review, and after the bidding phase, it was concluded that Ms. Albertie was eligible for a 1,000 sq. ft. home instead of 800 (according to the HAP plan for 3 or more occupants) It is my request along with the contractor to approve the attached change order for an increase in sq.ft. from 800 -1,000 according to the HAP.

If you have any questions or comments regarding this project, please do not hesitate to call.

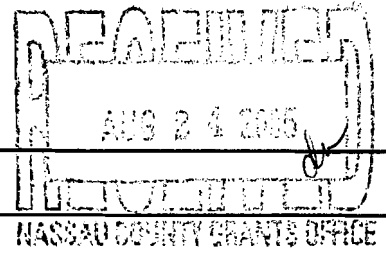
Yours truly,


William S. Nabors II
Project Manager

Attachments

**HOUSING REHABILITATION PROGRAM
CONTRACT FOR REHABILITATION WORK**

CHANGE ORDER # 1



Owner Magaline Albertie

Contractor Sound Bay Development Group

Job Address 2530 County Road 108

The Contract for Rehabilitation Work entered into on April 21, 2005, by and between the above Owner and Contractor and approved by the local government, is hereby amended to include the following changes, additions and/or deletions to the work (attach additional sheets if needed):

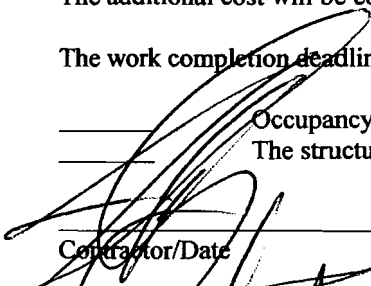
Item #	Spec #	Description of Work	Location	Price
003	New	Additional 200 square feet to home.	All	8,000
			TOTAL	8,000

This Change Order hereby becomes an integral part of the Contract, pursuant to Sections 18 and 19 of the Contract. The Contract amount is hereby amended by \$ 8,000.00 for a new total of \$ 79,200.00.

The additional cost will be covered by \$ _____ in private funds and \$ _____ in CDBG funds.

The work completion deadline: _____ is not extended; _____ is extended to _____.

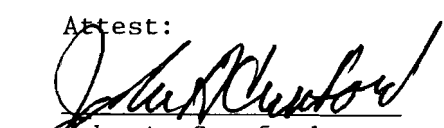
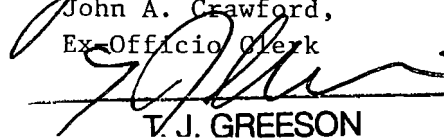
Occupancy of the structure will be as originally contracted;
The structure will be vacant for an additional _____ days.

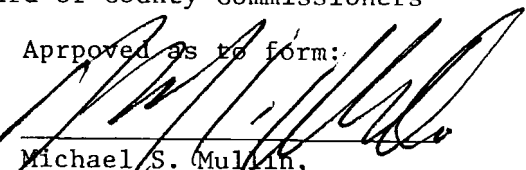


Contractor/Date
25 July 05
Housing Rehab. Spec./Date

7/19/05

Owner/Date
Ansley N. Acree 9-14-05
Local Government Represent./Date
Ansley N. Acree, Chairman
Nassau County Board of County Commissioners

Attest:

John A. Crawford,
Ex-Officio Clerk

T.J. GREESON

Approved as to form:

Michael S. Mullin,
County Attorney

**HOUSING REHABILITATION PROGRAM
 CONTRACT FOR REHABILITATION WORK
 CHANGE ORDER # _____**

RECEIVED

JUL 18 2005

Owner: Beatrice Thompson
 Contractor: Anderson & Raulerson Construction, Inc.
 Job Address: 576746 Lessie Rd. Hilliard, Fl. 32046

RECEIVED
 AUG 2 4 2005
 MASSACHUSETTS GRANTS OFFICE

The Contract for Rehabilitation Work entered into on April 21, 2005, by and between the above Owner and Contractor and approved by the local government, is hereby amended to include the following changes, additions and/or deletions to the work (attach additional sheets if needed):

Item #	Spec #	Description of Work	Location	Price
		Extension of Time		\$ 0
				\$
				\$
				\$
				\$
				\$
				\$
			TOTAL	\$ 0

This Change Order hereby becomes an integral part of the Contract, pursuant to Sections 18 and 19 of the Contract. The Contract amount is hereby amended by \$ 0 for a new total of \$ 84,000.00.

The additional cost will be covered by \$ N/A in private funds and \$ N/A in CDBG funds.

The work completion deadline: is not extended; is extended to Nov. 26, 2005.

- Occupancy of the structure will be as originally contracted;
- The structure will be vacant for an additional _____ days.

[Signature]
 Contractor/Date

X Beatrice Thompson
 Owner/Date

[Signature] 29 July 05
 Housing Rehab. Spec./Date

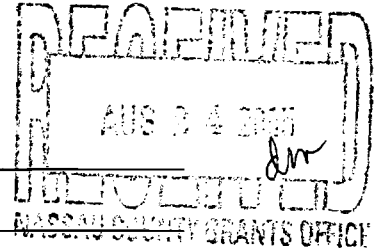
[Signature] 9-14-05
 Local Government Represent./Date
 Ansley N. Acree, Chairman
 Nassau County Board of County Commissioners

Attest:
[Signature]
 John A. Crawford,
 Ex-Officio Clerk

Approved as to form:
[Signature]
 Michael S. Mullin,
 County Attorney

[Signature]
 T. J. GREESON
 CHIEF OF STAFF/OPERATIONS

**HOUSING REHABILITATION PROGRAM
 CONTRACT FOR REHABILITATION WORK
 CHANGE ORDER # 1**



Owner: Benjamin Alderman
 Contractor: Anderson & Raulerson Construction, Inc.
 Job Address: 58251 Timmons Rd. Hilliard, Fl. 32046

The Contract for Rehabilitation Work entered into on April 21, 2005, by and between the above Owner and Contractor and approved by the local government, is hereby amended to include the following changes, additions and/or deletions to the work (attach additional sheets if needed):

Item #	Spec #	Description of Work	Location	Price
		Extension of Time		\$ 0
		Inclement Weather & Permit Delays		\$
				\$
				\$
				\$
				\$
				\$
			TOTAL	\$ 0

This Change Order hereby becomes an integral part of the Contract, pursuant to Sections 18 and 19 of the Contract. The Contract amount is hereby amended by \$ 0 for a new total of \$ _____.

The additional cost will be covered by \$ N/A in private funds and \$ N/A in CDBG funds.

The work completion deadline: is not extended; is extended to Nov. 30, 2005.

- Occupancy of the structure will be as originally contracted;
 The structure will be vacant for an additional 127 days.

[Signature]
 Contractor/Date
[Signature]
 Housing/Rehab. Spec./Date

[Signature]
 Owner/Date
[Signature] 9-14-05
 Local Government Represent./Date
 Ansley N. Acree, Chairman
 Nassau County Board of County Commissioners

Attest: [Signature] Approved as to form: [Signature]
 John A. Crawford, Michael S. Mullin,
 Ex-Officio Clerk County Attorney
[Signature]
 T.J. GREESON
 CHIEF OF STAFF/OPERATIONS

02:27 The group discussed with Spence Nabors, Jordan and Associates, change orders for CDBG applicants. He explained that because of the number of people residing in the home an additional 200 square feet is required, resulting in an additional \$8,000 to the original contract, now totaling \$79,200. Following a brief pause in the meeting, it was moved by Commissioner Marshall, seconded by Commissioner Higginbotham and unanimously carried to approve change order no. 1 for applicant 4 (Albertie) for a 200 sq. ft. increase in the building plan and the accompanying \$8,000 increase in the original contract price to \$79,200; change order no. 1, for applicant 1 (Thompson) for an extension in the completion deadline to November 26, 2005; and change order no. 1 for applicant 3 (Alderman) to add an extension of time which results in the November 30, 2005 work completion deadline; with funding sources identified as CDBG and SHIP funds.

02:33 It was moved by Commissioner Marshall, seconded by Commissioner Branan and unanimously carried to approve an increase in the amount of \$5,000 for the indigent care physician services for fiscal year 2005-06, funding provided by 01999599-599002.