

Agenda Request For: January 11, 2006

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.

Three change orders for consideration.

- o Change order 1 submitted by the TR Group for Program applicant #11 Joseph Mayes for an additional \$2,420 to the original contract price making the new contract price \$39,955.00 and for an extension of time to December 16, 2005.
- o Change order 2 submitted by Sound Bay Development Group for Program applicant #5 William Thomas for an additional \$2,828 to the original contract price making the new contract price \$43,778.00 and for an extension of time to December 23, 2005.
- o Change order 1 submitted by the TR Group for Program applicant #18 Elizabeth Sutton for an additional \$3,200 to the original contract price making the new contract price \$20,253.00 and for an extension of time to December 30, 2005.

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:

- o Request that the BOCC approve three change orders:
 1. Program applicant #11(Mayes) for an additional \$2,420 and a time extension to 12/16/05.
 2. Program applicant #5 (Thomas) for an additional \$2,828 and a time extension to 12/23/05.
 3. Program applicant #18 (Sutton) for an additional \$3,200 and a time extension to 12/30/05.

Is this action consistent with the Nassau County Comprehensive Land Use Plan?
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
69548554-583400

Reviewed by: _____
 Department Head _____
 Legal _____
 Administrator _____
 Finance _____
 Administrative Services _____
 Grants Iron D. Thompson

APPROVED

DATE 1/11/06

Funds are avail

Financial documents attached.

RECEIVED
COUNTY COORDINATORS
05 DEC 27 AM 11:48

Agenda Request For: January 11, 2006

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.

Three change orders for consideration.

- o Change order 1 submitted by the TR Group for Program applicant #11 Joseph Mayes for an additional \$2,420 to the original contract price making the new contract price \$39,955.00 and for an extension of time to December 16, 2005.
- o Change order 2 submitted by Sound Bay Development Group for Program applicant #5 William Thomas for an additional \$2,828 to the original contract price making the new contract price \$43,778.00 and for an extension of time to December 23, 2005.
- o Change order 1 submitted by the TR Group for Program applicant #18 Elizabeth Sutton for an additional \$3,200 to the original contract price making the new contract price \$20,253.00 and for an extension of time to December 30, 2005.

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:

- o Request that the BOCC approve three change orders:
 1. Program applicant #11(Mayes) for an additional \$2,420 and a time extension to 12/16/05.
 2. Program applicant #5 (Thomas) for an additional \$2,828 and a time extension to 12/23/05.
 3. Program applicant #18 (Sutton) for an additional \$3,200 and a time extension to 12/30/05. \$ 8,448

Is this action consistent with the Nassau County Comprehensive Land Use Plan?

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

69548554-583400 Funds available, leaves \$27,062

Reviewed by:

Department Head _____

Legal _____

Administrator _____

Finance _____

Administrative Services _____

Grants _____

Cathy Lio 12/23/05
Erin A. Thompson

Financial documents attached.

**HOUSING REHABILITATION PROGRAM
CONTRACT FOR REHABILITATION WORK**

ethompson

Change Order # 01

Owner: Elizabeth Sutton

Contractor: The TR Group, Inc.

Job Address: 8526 Harts Road Yulee, FL. 32097

The Contract for Rehabilitation Work entered into on September 30, 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
		Furnish and install new cabinets in the main kitchen area excluding the north wall pantry and laundry cabinets. Inclusive of 10.5 feet of base cabinets and 14 feet of upper cabinets and including demo, remove and re-install sink and applicable plumbing.	kit	\$3,200
			TOTAL	\$3,200

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 \$ 3,200.00 for a new total of \$ 20,253.00.

The additional cost will be covered by \$ 3,200.00 in SHIP and \$ in N/A funds.

The work completion deadline: is not extended; is extended to ~~December 30, 2005~~ 1-30-2006.

Occupancy of the structure will be as originally contracted;

The structure will be vacant for an additional days.

H. Mayhugh 12/27/05
Contractor Date

Elizabeth Sutton 12/27/05
Owner Date

Jesus 12/27/05
Housing Rehab. Spec. Date

Thomas D. Branan Jr. 1-11-06
Local Government Represent. Date
Thomas D. Branan Jr., Chairman
Nassau County Board of County Commissioners

ATTEST:
John A. Crawford
John A. Crawford, Ex-Officio Clerk
Jordan & Associates

APPROVED AS TO FORM:
Michael S. Mulvan
Michael S. Mulvan, County Attorney
Form M

**HOUSING REHABILITATION PROGRAM
CONTRACT FOR REHABILITATION WORK**

CHANGE ORDER # X(2)

Owner William Thomas

PA # 5

RECEIVED
12/23/05
ethompson
NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

Contractor Sound Bay Development Group

Job Address 3605 Douglas Road, Yulee, Florida 32034

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
001		Paint: Interior: Paint with Kilz, master bath and living room ceilings to match existing areas. Prep and repaint entire walls. Remove existing damaged wallpaper around tub in master bath. Prep, prime and paint area.	All	2,828
			TOTAL	2,828

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 \$ 2,828.00 for a new total of \$ 43,778.00. ✓

The additional cost will be covered by \$ _____ in private funds and \$ 2,828.00 ^{SHIP} in ~~CDBG~~ funds.

The work completion deadline: _____ is not extended; _____ is extended to 12/23/05 - 1/30/2006.

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

[Signature] 12/19/05
Contractor/Date

William D Thomas
Owner/Date

[Signature] 12/19/05
Housing Rehab. Spec./Date

Thomas D. Branan Jr. 1-11-06
Local Government Represent./Date
Thomas D. Branan Jr., Chairman
Nassau County Board of County Commissioners

ATTEST:
[Signature]
John A. Crawford

APPROVED AS TO FORM
[Signature]
Michael S. Mullin

**HOUSING REHABILITATION PROGRAM
CONTRACT FOR REHABILITATION WORK**

Thompson

Change Order # 001

PA # 11

Owner: Joseph Mayes

Contractor: The TR Group, Inc.

Job Address: 96060 Clyde Street Yulee, FL. 32097

The Contract for Rehabilitation Work entered into on Sept 19, 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
		Remove and repair portions of the existing rear porch, add new foundation piers and level to allow the installation of new stairs in the entry area of the porch.	Rear porch	2,420
			TOTAL	2,420

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 \$ 2,420.00 for a new total of \$ 39,955.00.

The additional cost will be covered by \$ 2,420.00 in SHIP funds and \$ N/A in CDBG funds.

The work completion deadline: is not extended; is extended to ~~December 16 XXXXXX 2005~~ 1-30-2006.

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

B. Mayhugh 12/20/05
Contractor Date

Joseph L. Mayes 12/20/05
Owner Date

Joe DeJure 12/20/05
Housing Rehab. Spec. Date

Thomas D. Branagan Jr. 11-11-06
Local Government Represent. Date

ATTEST:

Thomas D. Branagan Jr., Chairman
Nassau County Board of County Commissioners
APPROVED AS TO FORM:

Jordan & Associates
John A. Crawford
Ex-Officio Clerk

Michael S. Mullin
County Attorney

Form M

CDBG Housing Rehab Change Order matrix
 Project No. 04DB-1Q-04-55-01-H05

Name of applicant (PA#)	Vendor	Change order #	Amount of change order	Reason for change order	BOCC approved
Beatrice Thompson, 1	A&R Construction	1	\$0.00	Time extension to 11/26/05	9/14/05
Benjamin Alderman, 3	A&R Construction	1	\$0.00	Time extension to 11/30/05	9/14/05
Magaline Albertie, 4	Sound Bay Development Group	1	\$8,000.00	Additional 200 sq ft @ \$8,000 cost	9/14/05
William Thomas, 5	Sound Bay Development Group	1	\$1,300.00	Exterior paint	9/26/05
Charles Speaker, 8	Sound Bay Development Group	1	\$9,600.00	a. RE: new septic system b. Time extension to 10/25/05	10/12/05
Sandra Pendergrass, 2	A&R Construction	1	\$0.00	Time extension to 11/30/05	10/12/05
Hugh Smith, 16	The TR Group	1	\$455.00	Re: water heater	10/12/05
Beatrice Thompson, 1	A&R Construction	2	\$0.00	Time extension to 12/30/05	11/9/05
Charles Speaker, 8	Sound Bay Development Group	2	\$0.00	Time extension to 11/30/05	11/9/05
Magaline Albertie, 4	Sound Bay Development Group	2	\$0.00	Time extension to 11/30/05	11/9/05
Edgar Campbell, 9	Sound Bay Development Group	1	\$0.00	Time extension to 3/3/06	12/14/05
Leon Freeman, 20	The TR Group	1	\$2,083 NOTE: changes contract price to 25,466.	Exterior wall, drywall, joists, wood rot and decking repairs; and time extension to 12/23/05	12/14/05
Leon Freeman, 20	The TR Group	2	\$2,100 NOTE: changes contract price to 27,566.	Thermal protective layer, decking for existing sub-floor, baseboards, casing for interior doors, 2 exterior doors, floor joists; and time extension to 12/23/05	12/14/05
Hugh Smith, 16	The TR Group	2	\$4,836 NOTE: changes contract price to \$38,012.	Damaged drywall, vanity, commode, countertop, faucets, defective switches and outlets, variety of doors, shelving; and time extension to 12/30/05.	12/14/05

CDBG Housing Rehab Change Order matrix
Project No. 04DB-1Q-04-55-01-H05

Name of applicant (PA#)	Vendor	Change order #	Amount of change order	Reason for change order	BOCC approved
Joseph Mayes, 11	The TR Group	1	\$2,420 NOTE: changes contract price to \$39,955.	Rear porch work, foundation piers, level area, new stairs, entry area of porch; and a time extension to 12/16/05.	Pending 1/11/06
William Thomas, 5	Sound Bay Development Group	2	\$2,828 NOTE: changes contract price to \$43,778.	Master bathroom and kitchen ceilings, walls, remove damaged wallpaper – interior paint; and time extension to 12/23/05.	Pending 1/11/06
Elizabeth Sutton, 18	The TR Group	1	\$3,200 NOTE: changes contract price to \$20,253.	Resolve kitchen cabinetry issues; and time extension to 12/30/05.	Pending 1/11/06

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	4/13/05	\$ 559,950.00	\$ 414,550.00
Balance per grant		12				\$ 414,550.00
BCC 9/14/05	4			9/14/05	\$ 8,000.00	\$ 406,550.00
BCC 9/14/05	11,14,15,16,18,20	(6)		9/14/05	\$ 241,492.00	\$ 165,058.00
BOCC 9/26/05	5			9/26/05	\$ 1,300.00	\$ 163,758.00
pending-recording fees est per E. Thompson						\$ (700.00)
BOCC 10/12/05	8			10/12/05	\$ 9,600.00	\$ 153,458.00
BOCC 10/12/05	16			10/12/05	\$ 455.00	\$ 153,003.00
Balance after 10/12/05		6				\$ 153,003.00
BOCC 11/9/05	7, 19, 21, 22, 24, 25	(6)		11/9/05	\$ 308,474.00	\$ (155,471.00)
Requested transfer from SHIP 11/9/05					\$ 200,000.00	\$ 44,529.00
BOCC 12/14/05	9 (one), 20 (two change orders)			12/14/05	\$ 4,183.00	\$ 40,346.00
Expansion 12/14/05	16 (one change order)			12/14/05	\$ 4,836.00	\$ 35,510.00
BOCC 1/11/06	11,5,18 (one change order each)			Pending 1/11/06	\$ 8,448.00	\$ 27,062.00
Available balance following 1/11/06 approval						\$ 27,062.00

Agenda Request For: *January 11, 2006*

Department: *Grants*

Background: *A Community Development Block Grant for housing rehabilitation in unincorporated Nassau County is currently underway. Jordan & Associates administers 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 the Nassau County building inspector.

Action requested and recommendation: *Request that the BOCC authorize completion and submittal of the forms necessary to reflect the new chairman of the Board of County Commissioners.*

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*
69548554-549000 531000 etc

Reviewed by:
Department Head

Legal

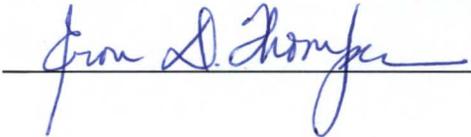
Administrator

Finance

Administrative Services

Grants

Revised 09/05



RECEIVED
COUNTY COORDINATOR'S
OFFICE
05 DEC 27 AM 11:42

APPROVED

DATE 1/11/06 *BS*

Agenda Request For: *January 11, 2006*

Department: *Grants*

Background: *A Community Development Block Grant for housing rehabilitation in unincorporated Nassau County is currently underway. Jordan & Associates administers 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 the Nassau County building inspector.

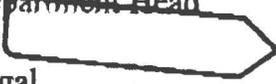
Action requested and recommendation: *Request that the BOCC authorize completion and submittal of the forms necessary to reflect the new chairman of the Board of County Commissioners.*

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*
69548554-549000 531000 ~~48~~

Reviewed by:

Department Head



Legal

Administrator

Finance

Administrative Services

Grants

Revised 09/05

[Handwritten signatures for Administrator, Finance, and Grants]

no financial impact

COPY

Agenda Request For: *January 11, 2006*

Department: *Grants*

Background: *A Community Development Block Grant for housing rehabilitation in unincorporated Nassau County is currently underway. Jordan & Associates administers 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 the Nassau County building inspector.

Action requested and recommendation: *Request that the BOCC authorize completion and submittal of the forms necessary to reflect the new chairman of the Board of County Commissioners.*

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

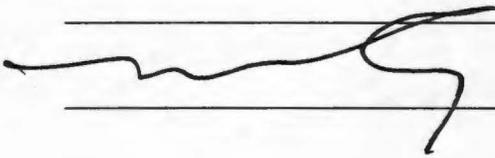
Funding Source: *Community Development Block Grant and SHIP funds*

*69548554-549000 531000 est
no funds required for this request*

Reviewed by:

Department Head _____

Legal _____

Administrator  _____

Finance _____

Administrative Services *Cathy King 12/28/05* _____

Grants *Jim D. Thompson* _____

Revised 09/05

*no forms attached because Jordan + Associates fill out the forms and there is a question regarding who will sign for Janai direct - Chris L. or Ted Sully?
1) Chairman of the Board.
2) Clerk of Courts
3) Financial Director*

Eron Thompson

From: Joyce Bradley
Sent: Wednesday, January 26, 2005 4:26 PM
To: Eron Thompson
Subject: Per Your Inquiry

Eron:

You inquired yesterday about whether Board action was required to authorize the changing of the name and signature for the new chairman and clerk for the CDBG housing rehab documents.

Mr. Mullin stated that this *would* require Board approval.

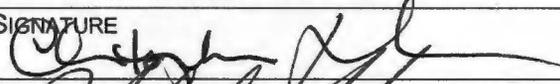
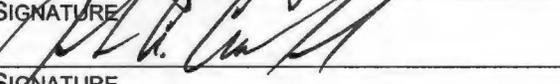
Thanks

RECEIVED
COUNTY COORDINATORS
OFFICE
05 JAN 27 PM 4:41

SIGNATURE AUTHORITY FORM (07.02)

INDIVIDUALS AUTHORIZED TO SUBMIT REQUESTS FOR PAYMENTS

SUBMIT THREE ORIGINAL COPIES FOR EACH CONTRACT

RECIPIENT Nassau County		CONTRACT # 04DB-1Q-04-55-01-H05	
MAILING ADDRESS (STREET OR POST OFFICE BOX) P.O. Box 1010			
CITY, STATE AND ZIP CODE Fernandina Beach, FL 32035			
CONTACT PERSON John A.Crawford		TELEPHONE # (904) 548-4500 E-MAIL ADDRESS: clerk@nassauclerk.com	
FINANCIAL CONTACT PERSON John A.Crawford		TELEPHONE # (904) 548-4500 E-MAIL ADDRESS clerk@nassauclerk.com	
REQUESTS FOR FUNDS FROM THE FLORIDA SMALL CITIES CDBG PROGRAM (DEPARTMENT OF COMMUNITY AFFAIRS) REQUIRE (CHECK ONE) <input checked="" type="checkbox"/> ONE SIGNATURE <input type="checkbox"/> TWO SIGNATURES OF INDIVIDUALS AUTHORIZED BELOW.			
TYPED NAME Chris Lacambra	DATE 1-11-06	SIGNATURE 	
TYPED NAME John A. Crawford	DATE 1-11-06	SIGNATURE 	
TYPED NAME	DATE	SIGNATURE	
TYPED NAME	DATE	SIGNATURE	
I CERTIFY, AS THE RECIPIENT'S CHIEF ELECTED OFFICIAL, THAT THE ABOVE SIGNATURES ARE OF THE INDIVIDUALS AUTHORIZED TO SIGN REQUESTS FOR FUNDS FROM THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT.			
TYPED NAME Thomas D. Branran Jr.	DATE 1-11-06	SIGNATURE 	
<input checked="" type="checkbox"/> Check here if your local government receives Electronic Funds Transfer (EFT) from the State of Florida. Note: CDBG payments made via EFT are automatically deposited to the local governments general account. If this account is interest bearing it must be transferred to a non-interest bearing account. You can check on your deposit through the State Comptroller's website at http://flair.dbf.state.fl.us/ If you are not sure if your local government uses EFT, or have any questions about the process, please call the CDBG section at (850) 922-1894.			
<input checked="" type="checkbox"/> Check here if your local government will be working on a reimbursement basis. For local governments not receiving EFT and not working on a reimbursement basis, a non-interest bearing account must be established. Please list the account information for the financial institution (insured by the FDIC) below. All signatures on this account must be bonded.			
NAME OF FINANCIAL INSTITUTION		ACCOUNT NUMBER	
STREET ADDRESS OR POST OFFICE BOX		TELEPHONE NUMBER	
CITY, STATE AND ZIP CODE			