

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Community Health Agency

SUBMITTAL DATE: April 7, 2003

SUBJECT: Ratify Agreement #CALHB0199-02 with United States Department of Housing and Urban Development (HUD) Lead Based Paint Hazard Control; and Amend Ordinance 440 pursuant to Resolution No. 440-8484.

RECOMMENDED MOTION: That the Board of Supervisors: 1) Ratify Agreement #CALHB0199-02 between HUD and the County of Riverside Community Health Agency, Department of Public Health, Office of Industrial Hygiene, for a total amount of \$2,160,000 for a 30 month period from February 1, 2003 through July 31, 2005; 2) Amend Ordinance No. 440 pursuant to Resolution No. 440-8484 submitted herewith; 3) Direct the Auditor-Controller to adjust the budget, as detailed in Schedule A; 4) Authorize the Chairperson of the Board to sign five (5) original copies of the Agreement; 5) Authorize the Chairperson of the Board to sign the original Request for Release of Funds Certification submitted as Attachment A; 6) Direct the Clerk to advertise the Public Notice of Intent to Request Release of Funds submitted as Attachment B; 7) Authorize the Chairperson of the Board to sign the Determination of Exemption submitted as Attachment C; 8) Authorize the Clerk of the Board to file a copy of said documents, and return five (5) original copies of the Agreement; the original copy of the Request for Release of Funds Certification; proof of publication of the Public Notice of Intent to Request Release of Funds; and the original copy of the Determination of Exemption to the Community Health Agency Contracts Administration for final processing.

BACKGROUND:

(Continued on Page 2)

Gary M. Feldman, M.D.
Director

SU: tr

FINANCIAL DATA:

CURRENT YEAR COST: \$ 95,695
NET COUNTY COST: \$ 0

ANNUAL COST: \$1,190,489 FY 03/04
IN CURRENT BUDGET: No
BUDGET ADJUSTMENT: Yes for FY 02/03

SOURCE OF FUNDS: 100% Federal Funds

Positions to be Deleted
per A-30 **REQUIRES**
4/5 VOTE

C.E.O. RECOMMENDATIONS: **APPROVE**

County Executive Officer Signature:

FORM APPROVED
COUNTY COUNSEL
APR 03 2003
BY

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, Auditor-Controller
Consent Policy
Consent Policy
4/14/03 Deputy

Approved by Ronald W. Komers
Asst. County Executive Officer/
Human Resources Director

Prev.Agn.ref
4/25/00 3.10

Dist. ALL

AGENDA NO.

3 . 3

Form 11

Community Health Agency

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BACKGROUND: (continued)

The overall goal of this HUD grant is to use the funds to continue a coalition, or partnership, of public and private community based organizations dedicated to the prevention of childhood lead-based paint poisoning in Riverside County. In order to meet this overall goal, several components are being addressed, including the following:

1. Coordinated local awareness and education outreach activities about lead-based paint hazards.
2. Identifying and controlling lead-based paint hazards in up to one-hundred and eighty-nine (189) low-income housing units.
3. Blood-lead testing children under the age of six.

PUBLIC NOTICE OF INTENT

The purpose of the Public Notice of Intent to Request Release of Funds is to satisfy the procedural requirements set forth in Title 24 of the Code of Federal Regulations (24 CFR) section 58.70, Notice of Intent to Request the Release of Funds (ROFF). In the ROFF, the County attests to HUD that it has done the following:

1. complies with the environmental review requirements of its proposed grant-related activities as specified under 24 CFR sec. 58;
2. published the required public notice describing the findings of this review and its intent to submit the ROFF, and;
3. waited the required statutory public commentary period before submitting the ROFF to HUD. This procedure is required before the County can spend Federal monies on certain grant-related activities.

DETERMINATION OF EXEMPTION

This determines an environmental impact study is not required prior to using these funds. The activity will not produce a significant impact on the environment. Each property will receive a site-specific environmental review as per protocols.

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| <u>Classification</u> | <u>Job Code</u> | <u>No. of Positions</u> | <u>Grade</u> | <u>Salary Range</u> |
|--------------------------|-----------------|-------------------------|--------------|---------------------|
| Industrial Hygienist III | 73374 | + 1.0 | 565 | \$48,744-61,855 |
| Staff Analyst II | 74106 | + 1.0 | 379 | \$38,603-48,977 |

Both of these positions are in the Grant, and will be providing services to fulfill our agreement. There is sufficient funding in the current 02/03 budget for these two positions without a budget adjustment.

Pursuant to Board Policy A-30, positions will be eliminated once funding is exhausted.

FINANCIAL DATA:

Grant received from HUD on January 22, 2003.

The amount originally budgeted for FY02/03 is \$477,541. A budget adjustment is required for \$95,695, bringing the total of FY 02/03 to \$573,236.

Total current Grant from 2/1/03 - 7/31/05 is \$2,160,000

| FY 02/03 | FY 03/04 | FY 04/05 | FY 05/06 | TOTAL \$ |
|-----------|-------------|-----------|-----------|-------------|
| \$177,244 | \$1,190,489 | \$770,217 | \$ 22,050 | \$2,160,000 |

This Grant establishes a funding mechanism to reimburse the County for housing inspections and hazard control activities. The Grant has a 10% soft matching amount in the form of "in kind service" provided by existing County Departments: Public Health and Community Action. This matching requires no General Funds.

This Grant provides subcontracting activities with Fair Housing Council of Riverside County to provide Outreach activities. This subcontract will be presented at a later date.

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**SCHEDULE A
COMMUNITY HEALTH AGENCY
DEPARTMENT OF PUBLIC HEALTH
BUDGET ADJUSTMENT
FISCAL YEAR 2002/2003**

INCREASE IN APPROPRIATIONS:

| | | |
|-------------------------|-------------------------------|-----------|
| 10000-4200100000-523640 | Computer Equip | \$ 12,185 |
| 10000-4200100000-523700 | Office Supplies | \$ 600 |
| 10000-4200100000-523780 | Printed Forms | \$ 2,400 |
| 10000-4200100000-524500 | Administrative Supt-Direct | \$ 1,282 |
| 10000-4200100000-525440 | Professional Services-Other | \$ 70,688 |
| 10000-4200100000-524740 | County Support Service | \$ 1,000 |
| 10000-4200100000-527780 | Special Program Exp | \$ 4,200 |
| 10000-4200100000-527880 | Training Other | \$ 1,500 |
| 10000-4200100000-529040 | Private Mileage Reimbursement | \$ 1,340 |
| 10000-4200100000-529540 | Utilities | \$ 500 |

TOTAL INCREASE IN APPROPRIATIONS \$ 95,695

INCREASE IN REVENUE:

| | | |
|-------------------------|------------------|-----------|
| 10000-4200100000-767220 | Fed-other Grants | \$ 95,695 |
|-------------------------|------------------|-----------|

TOTAL INCREASE IN REVENUE \$ 95,695

1 RESOLUTION NO. 440-8484

2
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on April 22, 2003, that pursuant to Section 5.A. of
5 Ordinance No. 440, the Assistant County Executive Officer/Director of Human Resources of Ordinance
6 No. 440, is authorized to make the following listed change(s), operative on the date of approval, as
7 follows:

8

| <u>Job Code</u> | <u>+/-</u> | <u>Department ID</u> | <u>Class Title</u> |
|-----------------|------------|----------------------|--------------------------|
| 73374 | + 1 | 4200101500 | Industrial Hygienist III |
| 74106 | + 1 | 4200101500 | Staff Analyst II |

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Form 11 Attachment
Contract/Lease/Purchase Summary Data

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Contract | <input type="checkbox"/> Lease | <input type="checkbox"/> Purchase |
| Approval/Renewal | Approval/Renewal | Sole Source |
| <input type="checkbox"/> Sole Source | <input type="checkbox"/> Mult-Year Lease | <input type="checkbox"/> Other Than Low Bid |
| <input type="checkbox"/> Personal Services | <input type="checkbox"/> Equipment | <input type="checkbox"/> Change Order |
| <input type="checkbox"/> Independent Contractor | <input type="checkbox"/> Real Property | |
| <input type="checkbox"/> Other than low Bid | <input type="checkbox"/> Change Order | |
| <input type="checkbox"/> Change Order | | |

| | |
|-------------------------|-------------------------|
| User Department: | Community Health Agency |
|-------------------------|-------------------------|

| | |
|----------------------------|--|
| Vendor/Lessor Name: | U.S. Department of Housing and Urban Development Lead Based Paint Hazard Control |
|----------------------------|--|

| | |
|--------------------------------|---|
| Vendor/Lessor Location: | 451 Seventh Street, SW Room P3206 Washington, DC 20410 |
|--------------------------------|---|

| |
|---|
| Selection Committee Member Names (RFP=s Only) |
| |
| Minority |

Applicable Board Policy #

Comments:

RFQ/RFP Process:

- Date Mailed:
- Response Date:
- # of Responses:
- # of Qualified Responses:

Bidding Process:

- | | | |
|--|----|--------|
| Bid Range: | \$ | To: \$ |
| Local Bid Range: | \$ | To: \$ |
| Responsive and Responsible Bid Range: | \$ | To: \$ |
| Local Performance Award Cost (5% maximum preference) | \$ | To: \$ |
| Local Preference FYTD: Cost | \$ | To: \$ |

Contract/Lease Renewals Only
Proposed Differences

Existing Agreement Items

Proposed Agreement Items

1. Rates
2. Terms
3. Conditions
4. Legal Issues
5. Accountability