



Fulton County Board of Commissioners
Agenda Item Summary

20-0186

BOC Meeting Date
3/18/2020

Requesting Agency
Community Development

Commission Districts Affected
All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to extend an existing contract – Community Development, 19-3003673, DeKalb County Consolidated Plan and Annual Action Plan at no additional cost with Mosaic Community Planning, LLC (Atlanta, GA) for an additional 12 month period for the completion of the County's five-year Consolidated Plan and Annual Action Plan through December 31, 2020. This is 100% Grant Funded.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-461, requests for approval to utilize cooperative purchasing or GSA purchase contracts of more than \$49,999.99 shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes Health & Human Services

Is this a purchasing item?

Yes

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Scope of Work: This contract extension request concerns the completion of Fulton County's Consolidated Plan and Annual Action Plan which were originally due to the U.S. Department of Housing and Urban Development (HUD) on November 15, 2019. However, delays in the federal budget process required that HUD extend this deadline until such time that HUD can provide entitlement jurisdictions with final CDBG, HOME, and ESG grant amounts for their 2020 program years. The new deadline for submission of Fulton County's Consolidated Plan and Annual Action Plan is anticipated to be in April 2020, although the official deadline depends on when HUD releases final grant amounts.

Given these changes to HUD's timeline, we request that the extension of the contract with Mosaic Community Planning to assist Fulton County with the completion of the HUD required Five-Year Consolidated Plan, Annual Action Plan and the Impediment of Analysis (A.I.) be approved through December 31, 2020. This extension will allow Mosaic Community Planning to assist the County with responding to questions HUD may have regarding the Consolidated Plan or Annual Action Plan following the County's submission.

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Community Impact: The Consolidated Plan will be designed to help Fulton County assess its housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from the CPD formula block grant programs: **Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, and Emergency Solutions Grants (ESG) Program.**

Consultation and Citizen Participation. Through the Consolidated Plan (often called the “Con Plan”), Fulton County will engage the community (Districts 1, 2, 3, 4, 5 and 6), both in the process of developing and reviewing the proposed plan, and as partners and stakeholders in the implementation of CDBG, ESG and HOME programs. By consulting and collaborating with other public and private entities, Fulton County will align and coordinate its community development programs with a range of other plans, programs and resources to achieve greater impact.

Department Recommendation: The Department of Community Development recommends approval.

Project Implications: The Consolidated Plan has a duration of 5 years and will integrate Fulton County’s Strategic Priority areas in the build out of the Consolidated Plan. The Consolidated Plan will also describe Fulton County’s development priorities and multiyear goals based on an assessment of housing and community development needs, an analysis of housing and economic market conditions and available resources.

HUD Programs and Requirements Related to Consolidated Planning

Office of Fair Housing: As part of the Consolidated Plan, Fulton County must certify that they will affirmatively further fair housing, which means conducting an Analysis of Impediments to Fair Housing Choice (AI), taking appropriate actions to overcome the effects of any impediments identified through that analysis, and keeping records of these actions.

Office of Public and Indian Housing Public Housing Program: The Consolidated Plan regulations require grantees to create strategies to address the needs of public housing residents. The **PHA Plan** is a comprehensive guide to PHA policies, programs, operations, and strategies for meeting local housing needs and goals.

Community Issues/Concerns: N/A

Department Issues/Concerns: In accordance with 24 CFR Part 91, the submission of a Consolidated Plan and AI to the Department of Housing and Urban Development (HUD) is a mandatory requirement. The submission and subsequent approval of the Con Plan will ensure Fulton County’s continued annual allocation of CDBG, ESG and HOME grants.

History of BOC Agenda Item: CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Award Amount	19-0408	5/15/2019	\$84,375.00
Extension No. 1			\$0.00
Total Revised Amount			\$84,375.00

Contract & Compliance Information (Provide Contractor and Subcontractor details.)

Continued

Not Applicable

20-0186

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				
Total Contract Value				
Total M/FBE Values				
Total Prime Value				
Fiscal Impact / Funding Source		<i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>		
No additional cost, time extension only				
Exhibits Attached		<i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>		
Exhibit 1: Extension No. 1 to Form of Contract				
Exhibit 2: Contractor Performance Report				
Source of Additional Information		<i>(Type Name, Title, Agency and Phone)</i>		
Dawn Butler, Division Manager, Department of Community Development, Dawn.Butler@fultoncountyga.gov and 404-612-0746.				

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Continued

Procurement**Contract Attached:**
No**Previous Contracts:**
No**Solicitation Number:**
19-3003673**Submitting Agency**
Community
Development**Staff Contact:**
Dawn Butler**Contact Phone:**
(404) 612-0015**Description:** To prepare the five-year Consolidated Plans and Annual Action Plans**FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount: \$84,375.00

Previous Adjustments:

This Request: \$0.00

TOTAL: \$84,375.00

MBE/FBE Participation:

Amount: . %: .

Amount: . %: .

Amount:

Amount: . %: .

Grant Information Summary: N/A

Amount Requested:

☐

Cash

Match Required:

☐

In-Kind

Start Date:

☐

Approval to Award

End Date:

☐

Apply & Accept

Match Account \$:

Funding Line:1

Funding Line:2

Funding Line 3

Funding Line 4

Funding Line 5:

Funding Line 6

KEY CONTRACT TERMS**Start Date:**Effective upon
issuance of the NTP**End Date:**

December 31, 2020

Cost Adjustment:**Renewal/Extension Terms:****ROUTING & APPROVALS**

(Do not edit below this line)

X	Originating Department:	Butler, Dawn	Date: 3/4/2020
X	County Attorney:	Ringer, Cheryl	Date: 3/10/2020
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 3/5/2020
X	Finance/Budget Analyst/Grants Admin:	Ash, Angela*	Date: 3/9/2020
	Grants Management:		Date:
X	County Manager:	Anderson, Dick	Date: 3/10/2020

*No additional funding impact noted

AMENDMENT NO. 1 TO FORM OF CONTRACT

Contractor: ***Mosaic Community Planning, LLC***

Contract No. ***19-3003673, Consolidated Plan and Annual Action Plan***

Address: ***195 Arizona Avenue NE, Suite 123***
City, State ***Atlanta, GA 30307***

Telephone:

E-mail: **Melissa@mosaiccommunityplanning.com**

Contact: ***Melissa Mailloux, AICP***
Principal

W I T N E S S E T H

WHEREAS, Fulton County ("County") entered into a Contract with Mosaic Community Planning, LLC to prepare Fulton County Consolidated Plan and Annual Action Plan, dated May 15, 2019, on behalf of the Department of Community Development; and

WHEREAS, this amendment will extend the agreement for an additional 12 month through December 31, 2020; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this amendment was approved by the Fulton County Board of Commissioners on [Insert Board of Commissioners approval date and item number].

NOW, THEREFORE, the County and the Contractor agree as follows:

This Amendment No. 1 to Form of Contract is effective as of the ____ day of _____, 20__, between the County and [Insert Contractor Name], who agree that all Services specified will be performed in accordance with this Amendment No. 1 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** This extension is for an additional 12 month period for the completion of the County's five-year Consolidated Plan and Annual Action Plan through December 31, 2020.
2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor at no additional cost.

3. **LIABILITY OF COUNTY:** This Amendment No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. 1 TO FORM OF CONTRACT:** Except as modified by this Amendment No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

FULTON COUNTY, GEORGIA

CONSULTANT:

**MOSAIC COMMUNITY
PLANNING, LLC**

Robert L. Pitts, Chairman
Fulton County Board of Commissioners

Melissa Mailloux, AICP
Principal

ATTEST:

ATTEST:

Tonya R. Grier
Interim Clerk to the Commission

Secretary/
Assistant Secretary

(Affix County Seal)

(Affix Corporate Seal)

APPROVED AS TO FORM:

ATTEST:

Office of the County Attorney

Notary Public

APPROVED AS TO CONTENT:

County: _____

Dr. Pamela Roshell, Deputy COO
Health & Human Services
Office of the County Manager

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RCS: _____	ITEM#: _____ RM: _____
RECESS MEETING	REGULAR MEETING