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APR 26 2007



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MEMORANDUM Planning and Development – Staff Memo No. RS07-10

DATE: 10 April 2007

TO: MAYOR AND CITY COUNCIL

THRU: W. MARK PENTZ, CITY MANAGER
DOUG BALLARD, PLANNING & DEVELOPMENT DIRECTOR
JEFF KURTZ, ASST. PLANNING AND DEV. DIRECTOR

FROM: PAT TYRRELL, COMMUNITY DEV. COORDINATOR

SUBJECT: AWARD OF \$10,000.00 IN FY 06/07 CDBG FUNDS TO THE
CHANDLER CHRISTIAN COMMUNITY CENTER FOR THE
RENOVATION OF THEIR FACILITY LOCATED AT 345 SOUTH
CALIFORNIA STREET

RECOMMENDATION: Staff recommends that Mayor and Council approve the use of \$10,000.00 in FY 06/07 CDBG funds for the purpose of improvements at the Chandler Christian Community Center located at 345 South California Street.

BACKGROUND AND DISCUSSION:

In January of this year, Mayor and Council set aside app. \$220,240.00 in CDBG funds to be placed in a “flexible” pool to be used by local non-profit agencies to fix and/or upgrade their facilities. Staff met with local agencies and compiled a list of needs. Staff then worked with the agencies to prepare specifications and solicit bids from licensed contractors. Contractors were asked to bid each facility renovation, keeping in mind the varied schedules the agencies had and when construction work could take place (i.e. youth programs are generally at their busiest during Summer Break). Once bids were received, staff and the agencies reviewed and determined whether a single Contractor should be used or multiple Contractors. By dividing the work per project, the lowest total cost can be achieved.

The Chandler Christian Community Center (345 South California Street.) provides a food and clothing bank and community classes in parenting and substance abuse prevention. The Chandler Christian Community Center’s facility is in need of work to create classroom space in an area of the facility currently used as storage. This space will be used to expand their educational programs, particularly related to substance abuse.

Improvements to the facility will include:

- Install interior wall
- Extend existing sidewalks on the facility grounds
- Install new rain gutters and insulation at a portion of the facility

Bid Amount: \$ 8,847.81

Total Award Recommended (contingency/A&E/Permits): \$10,000.00

Plans for the project have been approved and permits are ready to be issued to the Contractor selected.

FINANCIAL IMPLICATIONS: All costs associated with the Community Development Block Grant Program will be paid by the U.S. Department of Housing and Urban Development and do not require repayment on the part of the City of Chandler

PROPOSED MOTION: Move to award no more than \$10,000.00 in FY 06/07 CDBG funds to the Chandler Christian Community Center for facility renovation at its Chandler location and instruct staff to execute all documents necessary.