

NOTICE TO PROCEED

Paradise Community Service Center, County of Butte

Pursuant to the Master Standard Agreement ("Agreement") entered into on the 6th day of June 2023, by and between the California Department of Housing and Community Development ("Department") and County of Butte ("Subrecipient"), this NOTICE TO PROCEED (NTP) is entered into on the date per the date signed by the Department below. This NTP sets forth specific details concerning the individual project proposed by Subrecipient for the Stand-Alone Disaster Recovery Infrastructure Project located at the project address listed below and related approved activities by Subrecipient, as required. This Project is subject to, and hereby incorporates by this reference, the terms of the Agreement and is subject to the overall program funding allocation amount for Subrecipient as determined by the Department and set forth in the Agreement. There may be other Projects either already existing under the Agreement, or that may be proposed in the future. The budget for this Project, when added together with the total cumulative budget of all existing Approved Projects for Subrecipient, may not exceed the total funding allocation for Subrecipient.

1. Project Details

Project Name: Paradise Community Service Center

Project Address: 7196, 7200, 7204, Skyway, Paradise, CA 95969

Project Description: Community Service Center for the Paradise Ridge to provide comprehensive support services and mental health services.

2. Project Budget and Project Scope of Work

A. The Project shall follow the budget and scope of work (hereinafter "Project Work") as described in the attached Project Application and on file through Grants Network, which is incorporated herein by reference.

1) Total Project Cost: \$5,123,750.00

a) Total DR-Infrastructure Award: \$4,723,750

i. Activity Costs (Project Costs): \$4,299,000

ii. Activity Delivery Costs: \$424,750

2) Other funding sources (only applicable if total project cost is more than DR award amount): \$400,000

B. All written materials or alterations submitted as addenda to the original Project Application, and which are approved in writing by the Department Contract Coordinator, as appropriate, are hereby incorporated as part of the Project

Application. The Department reserves the right to require the Subrecipient to modify any or all parts of the Project Application in order to comply with DR-Infrastructure, federal and/or state regulations or requirements.

- C. Any proposed revision to the Project Work must be submitted in writing for review and approval by the Department and may require an amendment to this NTP. Any approval shall not be presumed unless such approval is made by the Department in writing in its sole and absolute discretion.
- D. Subrecipient shall withhold as retention 10% of all DR-Infrastructure funded Contractor payments. No retention payments shall be released to the Contractor or reimbursed to the Subrecipient until receipt and approval by the Department of all required Approved Project completion documents identified in Exhibit B, Section 6 of the Agreement.

3. **Performance Milestones and Project Schedule, and Expenditure Deadline**

The Agreement is effective on the date shown in the STD213 form. Subrecipient shall meet all milestones identified in the Agreement, particularly those identified in Exhibit A and B and as provided below. Failure to meet performance milestones can result in the Department taking action to withhold future payments from any project and requiring a mitigation plan, as outlined in Exhibit A Section 6.B of the Agreement.

- A. Expenditure Deadline:
The Expenditure Deadline for Activity funds is December 1, 2025. With the exception of the grant closeout procedures set forth in Exhibit B, Section 6, the Subrecipient shall complete all Approved Project activities on or before the Expenditure Deadline. Project closeout activities are due on the contract expiration date.
- B. Performance Milestones: Subrecipient shall adhere to the performance milestones below. Time is of the essence with respect to all such milestones.
 - 1) Subrecipient shall submit all Project applications to the Department by the application deadline identified in the then applicable 2018 DR-Infrastructure Policies and Procedures.
 - 2) No later than October 31, 2024, Subrecipient shall satisfy all conditions required for the Department to issue a Notice to Proceed for all Approved Projects.

- 3) No later than March 1, 2025, Subrecipient shall provide evidence of construction, reconstruction, acquisition, or rehabilitation on all Approved Projects.
- 4) No later than March 3, 2026, Subrecipient shall provide all required closeout documentation as detailed in Exhibit B, Section 5 herein, for all Approved Projects.
- 5) Subrecipient must expend 50% of the Subrecipient Allocation at least 12 months prior to the agreement expiration date as set forth in Section 2 of the STD 213.
- 6) Subrecipient must submit project applications for their entire allocation amount of DR-Infrastructure funds by the application deadline. If Subrecipient fails to do so, the Department reserves the right to deobligate, recapture, and/or reallocate the Subrecipient's allocation amount in this Agreement by the amount not applied for.
- 7) There are no additional milestones.

C. Project Schedule:

See Attachment 2 for the project schedule. The Department understands that the project schedule tasks and dates will be adjusted outward from the effective date of the NTP. Notwithstanding such adjustments of the schedule, in no event shall performance milestones mentioned above be similarly extended, delayed, or postponed. Subrecipient shall provide the Department updates on the status of meeting the project schedule at minimum of a quarterly basis, or more frequently as specified by the Department (i.e. monthly). Subrecipient will provide this update in Activity Report submitted through Grants Network.

4. **Reporting Requirements**

- A. Subrecipient must timely submit the reports prescribed below. The Department reserves the right to request additional detail and support for any report made. Reports must be made according to the dates identified, in the formats provided by the Department and via the Department's Grants Network unless otherwise specified at the discretion of the Department. The Subrecipient's performance under this Agreement will be assessed in part on whether it has submitted the reports on a timely basis.

- 1) Monthly Activity Report: Subrecipient must submit a Monthly Activity Report that addresses the following, at a minimum: (1) a description of the

current status of the Project Work; (2) a description of activities to be undertaken in the next reporting period; (3) a description of problems or delays encountered in Project Work and course of action taken to address them; (4) a description of actions taken to achieve Project Work expenditure deadlines; (5) a summary of Project Work fiscal status, including award amount, funds drawn, and remaining balance; and (6) data on activity accomplishments and beneficiaries served, as requested by the Department. Unless otherwise waived in writing by the Department, Monthly Activity Reports must begin on the 10th calendar day of the second month following execution of this Agreement and must continue through the receipt and approval by the Department of the Project Completion Report, detailed below.

- 2) Monthly Program Income Report: Program Income, if identified as a funding source for any approved Project, must be included in the Project budget and must be expended prior to drawing Grant Funds. During the term of this Agreement, if Program Income is generated, the Subrecipient must submit a Monthly Program Income Report certifying the amount of Program Income generated, retained, and expended. Program Income remaining at the end of each quarter and at the expiration of this Agreement must be remitted to the Department.
- 3) Semi-Annual Labor Standards Report and Section 3 Requirements: During the term of construction for each Approved Project, each April 1st and October 1st, the Subrecipient must submit the Labor Standards Cover Memo, the HUD Form 4710 and the Davis Bacon Labor Standards Report 5.7 (if applicable). These forms are located on the Department website and are also available upon request. Additionally, the Department may request additional documentation to meet Section 3 requirements.
- 4) Project Completion Report: At the completion of construction and once a Project is placed in service, the Subrecipient must submit a Project Completion Report. The report must also include documentation of compliance with Section 3 requirements.

5. Special Conditions

No Special Conditions

By signing below, Subrecipient acknowledges and agrees to all terms and conditions of this Notice to Proceed. All terms and conditions set forth herein are deemed fully incorporated into and made a part of the Agreement.

Authorized Signatory:

County of Butte
[Subrecipient Name]
 CAO

Signatory Name and Title

Date 7/22/24

Authorized Signatory:

Patrice Clemons
California Department of Housing and Community Development
Patrice Clemons, DR Community Development, Acting Branch Chief

Signatory Name and Title

7/25/2024
Date

Enclosure(s):

1. Project Application
2. Subrecipient Project Schedule

ATTACHMENT 1
PROJECT APPLICATION

Applications: Butte County - Community Service Center

Section I: Project Profile

Please note: Not all questions will be asked for each project so the numbering will be off at times.

Profile

CommunityDevelopment@buttecounty.net

1. Project Title

Butte County - Community Service Center

Help Text: [Jurisdiction Name] - [Project Name] Example: Sacramento County-public school hardening

2. Eligible Applicant (City/County)

Butte County

3. Will the Eligible Applicant have a secondary subrecipient on this project?

No

Help Text: Eligible Applicants may partner with another unit of local government, special district or similar entity

4. What is the Project Type?

Stand-alone Infrastructure

5. How is this project an eligible CDGB activity? (Select all that apply)

Acquisition, Reconstruction

Help Text: Eligible CDBG activities include, but are not limited to, the acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and improvements.

6. Project Description and/or Scope of Work

THE NEED:

The November 2018 Camp Fire caused massive destruction to Paradise and the Upper Ridge in Butte County (collectively referred to as the Paradise Ridge). The fire burned more than 150,000 acres; resulted in 85 fatalities; displaced approximately 36,000 people; destroyed nearly 19,000 physical structures, including 14,000 homes and almost 530 commercial or public buildings; disabled thousands of infrastructure assets and other utility structures; and burned over one million trees. Reconstituting the post-disaster community by rebuilding roads, housing, services, businesses, employment, and community organizations must be done simultaneously to shoring up the lifelines and resilience of community members. This require a Butte County Community Service Center for the Paradise Ridge to provide comprehensive support services and mental health services.

The demand for lifeline support services exceed those provided prior to the fire, and there is a pressing need to secure ownership of a building so that continuity of those services cannot be jeopardized at the discretion of a landlord in a community with limited building stock. Prior to the Camp Fire, the demand for Butte County Department of Employment and Social Services' (DESS) array of social services were accomplished through modest co-location at the Public Library. Butte County Department of Behavioral Health (DBH) leased a small office building in Paradise (805 Cedar Street), that was destroyed in the fire. Since the Camp Fire, the social service system has been inundated with both the numbers of people seeking services and the complexity of the needs being presented. In illustration of the far-reaching impact on vulnerable residents, one hundred percent (100%) of DBH clients who lived in Paradise prior to the fire lost their home in the fire. Homelessness in the county has increased by a staggering 464%, measured by the Homeless Coordinated Entry System. As citizen begin returning to the area to rebuild, the demand of services increases; adult services have increase 30% and youth services 41% over the past two years.

THE SOLUTION – SERVICE DESCRIPTION:

Comprehensive, trauma-informed services are critical; a centrally-located service hub for low-to-moderate income residents is the solution for disaster recovery in the area. Therefore, Butte County proposes the purchase of three buildings in a cul-de-sac of offices in Paradise, two of which DESS and DBH are currently renting. The third office would be leased to a preschool that presently occupies the space.

DESS and DBH provide a spectrum of service for low-to-moderate income clientele; the outcome of which is to stabilize family systems, housing, employment, and wellness. Service provision will assist in the complex navigation of disaster recovery, particularly challenging for those with fewer resource.

- DESS supports include housing navigation, employment, general assistance, food resources, child care, child support, child and adult protective

services, homeless support.

- DBH supports both adults and youth in a variety of treatment domains all exacerbated under the stress of trauma: mental health counseling, psychiatric treatment, substance use and dependence treatment, consumer-driven wellness and recovery programs, and homeless support. A mobile outreach team will be formed to reach people experiencing homelessness on the Ridge.
- Pee Wee Preschool will provide education and care for families in which at least 51% meet the low-to-moderate clientele requirements.
- Butte County Public Health will provide the Women Infant and Children program helping low-income families with supplemental nutrition to safeguard their health.
- Catalyst Domestic Violence Services will provide service for the rising number of domestic violence cases that often occur during crises.
- The Alliance for Workforce Development will assist residents in securing employment as businesses begin to grow, particularly targeting workforce development in the construction labor sector.
- First 5 Butte County seeks to support families build back beloved family services on the Ridge that once included a Family Resource Center and a Strengthening Families Program.

CONSTRUCTION SCOPE OF WORK:

The scope of work will include the following:

- Preconstruction procurement and management of consultants that will conduct an appraisal, feasibility study, property condition assessment, architecture, engineering, inspections, and environmental clearance.
- Preconstruction staff scope will include negotiating and purchasing the property, management timelines and budgets, contract compliance, and CDBG regulation oversight and adherence.
- 7196 Skyway is a 4,500 square foot building occupied by Pee Wee Preschool. It will be purchased and the lease maintained with the occupants without improvements to the building.
- 7200 Skyway is a 4,950 square foot building occupied by BDH. The reconstruction scope includes purchasing the building; enclosing the lobby; adding a reception desk and partition walls; creating a separate substance use disorder treatment entrance which entails removing a closet and install a new door; adding a public restroom and staff restroom; and installing building security. Two portable 900 square foot building will be purchased and constructed next to the building.
- 7204 Skyway is also a 4,950 square foot building, and is occupied by DESS. The reconstruction scope includes purchasing the building; and creating and installing an identification sign.
- The shared parking area requires a new slurry coat and striping in the parking lot; security lights; and fire-safe landscaping.

OWNERSHIP:

The expertise of Butte County Department of General Services (DGS) will lead the facility project. DGS is responsible for a wide range of services in support of the County departments, including capital projects; real property asset leasing, acquisition and disposal; facilities service including repair, maintenance and modification whether routine, major or capital work; contracting and procurement services, and safety management during construction projects.

LOCATION:

The selected location (7196, 7200, and 7204 Skyway) is beneficial to Butte County residents because it is at a centrally-located, easily accessible familiar location. The three organizations currently leasing the buildings will continue providing services at the location. Consequently, there is assurance that the size and structure of the building (with the addition of the portable unit) meet the programmatic needs. The facility that are not ideal, and known and will be reconstructed to improve functionality for services, staff, and clientele.

BENEFITS AND HOUSING RECOVERY:

There are many benefits to investing in a permanent service delivery system to support disaster recovery:

- It benefits disaster recovery by securing limited office space for service facilities that will allow provision of needed and quality services without disruption.
- It is a long-term investment to the recovery of the community, both objectively and as a symbol to the community that a consistent safety net will be in place for them during the recovery.
- It benefits mitigation by stabilizing the community with necessary local services that support self-sufficiency, including housing, employment, general assistance, food resources, child care, child support, child and adult protective services, homeless support, and mental health care.
- It benefits individual and collective resilience for those people most impacted. The three buildings will comprise comprehensive services at a familiar location with a disaster recovery report reputation rather than a low-income or mental wellness stigma. Providing local services also supports resilience by building back a sense of community that promotes the return of residents, and therefore, the return of housing.
- It benefits the low-to moderate population by giving access to the sole service provider in the area in a building that is centrally-located and easy to access via foot, car, or public transit.
- It benefits housing recovery because it assists residents in building and stabilizing self-sufficiency and resources in order to secure safe housing. Lower income residents were by and large uninsured or underinsured. Housing development – particularly affordable housing – has been

excruciatingly limited, leading to inadequate housing options and dry camping. Services will support those individual, now chronically homeless by definition, to gain access to the skills and resources they need to find the limited rental, purchase, or rebuild options available.

Help Text: Provide a narrative description that includes project location and the benefits of the project for disaster recovery, mitigation, resilience, low-to moderate-income populations, and the most impacted and distressed areas. refer to P&P 3.1.7

SECTION II: Tie-Back

7. Explain how the proposed project ties back to DR-4382 and/or DR-4407

The need for the Butte County Community Services Center is due to the loss of the DBH building destroyed in the fire and the displacement of DESS from the public library after the Camp Fire (DR-4407). Further, the increased, complex, and lasting need for social services as a result of the fire demands a comprehensive and long-term investment of services for low-to-moderate income residents working toward rebuilding on the Paradise Ridge.

The Camp Fire displaced tens of thousands of people and destroyed 14% of the county's housing stock. The most vulnerable evacuees ended up in shelters, temporary housing in recreation vehicles or FEMA sites, and others ended up in tents and on the street. These unhoused and precariously housed evacuees drastically exacerbated the homelessness already experienced in the cities of Chico, Oroville and Gridley. Despite this displacement, there are hundreds of people who evacuated who are living in substandard housing on the ridge. These are the individuals and families that need a social service support system to shore up income, employment, and mental health conditions while navigating housing options.

The tie back of purchasing the third building and maintaining it as a preschool is based on post fire disaster supply and demand. Due to the mass destruction of nearly every facility in Paradise during the Camp Fire, there are few buildings to lease or purchase, and the purchase of the proposed two buildings for DESS and DBH services comes with the requirement of buying all three and maintaining the beloved preschool in the third.

After the Camp Fire, DESS and DBH were fortunate to begin renting two of three buildings in a small building campus that remarkably was not destroyed. After renting for some time, it was determined that these two buildings meet long-term service needs. After an extensive search, there were no other buildings available and intact as alternatives to these buildings. Purchasing these buildings rather than buying land and building is cost saving of nearly \$6 million in public funds. However, the purchase of the two buildings currently leased by DESS and DBH is contingent on the purchase of the third building and maintaining the preschool lease.

The preschool will meet the LMI national objective by pre-qualifying households that use the preschool according to CDBG-DR policy, procedure, and identified form.

Help Text: Provide a clear description of how the proposed project will address an unmet need that ties directly to DR-4382 and/or DR-4407.

8. Tie-back documentation

Butte County - Community Service Center - Disaster Tie Back.pdf

Help Text: The documentation should demonstrate a clear tie back to the 2018 disasters. See Section 2.2.1 of the DR-Infrastructure Policies and Procedures on types of documentation.

SECTION III: FEDERAL MATCH PROGRAM INFORMATION

9. Was this project submitted for FEMA PA or FEMA HMGP?

No

9c. If project was not submitted for FEMA explain why.

SECTION IV: PROJECT INFORMATION

13. Project Timeline

Butte County - Community Service Center - Timeline.pdf

Help Text: Please provide a timeline of the submitted project. (GANTT Chart, Excel, Graphic Timeline, etc)

14. Project Address and Street

7196, 7200, and 7204 Skyway

Help Text: Only applicable if the project has an address

15. Project City

Paradise

16. Project Zip Code

95969

17. Project Latitude and Longitude

39.76459, -121.61571

Help Text: Provide the latitude and longitude of the center of the project and format of the location in decimal form (e.g. 39.332962, -123.22534)

18. Project Status

Project Identified

Help Text: Provide the current status of the project.

SECTION V: NATIONAL OBJECTIVE

19. What is the National Objective being met by this project?

Low- and Moderate-Income (LMI)

Help Text: In accordance with 24 CFR 570.208, all CDBG-DR funded activities must meet a national objective.

Select which LMI Category the project will meet

Low Mod Limited Clientele (LMC)

a. Will you use census data or an income survey to show the project meets LMA?

a. Will the project have a presumed benefit that exclusively serves a group that HUD categorically considers to be LMI persons?

No

Describe who will be served by project and how the income data will be collected.

The LMI population being served at the Butte County Community Service Center will meet Low to Moderate Clientele requirements. Households will qualify for services as being eligible for public assistance or being MediCal eligible, both within the low to moderate income threshold. (See uploaded MediCal income limits.) The activities are designed for exclusive use by a segment of the population presumed by HUD to be LMI persons.

The service population at the leased 7196 Skyway, Pee Wee Preschool, will be eligible by using CDBG Self-Certification with registering families. The preschool will maintain at least 51% of LMC families.

Include how many individuals will your project serve?

15,865

How many estimated individuals will be LMI?

15,865

SECTION VI: PROJECT SERVICE AREA

22. Upload Project Location Map

Butte County - Community Service Center - Location Maps.pdf

Help Text: The location map needs to show the outline of the project area within the context of the town/region. The map should have minimal layers (jurisdiction boundaries, arterial roads, and the outline of the project area)

25. Upload Project Service Area Map Including Relationship to the MID

Butte County - Community Service Center - Service Map.pdf

SECTION VII: ENVIRONMENTAL

26. Has a NEPA Environmental Review or Record of Environmental Consideration been completed?

No

Help Text: Environmental review is required for all projects. If you have not completed an environmental review, remember to include this in your project timeline.

26a. If no, provide your plan to complete a NEPA Environmental Review

Butte County has procured an environmental specialist that will complete the NEPA Environmental Review. The projected completion date is May 2024. All documentation will be reviewed and approved by Butte County's Designated Certifying Officer.

Help Text: Provide the expected level of review, who will be responsible for completing the report (city/county staff or consultant), status of the NEPA environmental review, and estimated completion date
Help Text: Provide the expected level of review, who will be responsible for completing the report (city/county staff or consultant), status of the NEPA environmental review, and estimated completion date

27. Has a CEQA Environmental Review been completed?

No

SECTION VIII: BUDGET

28. Total Project Cost (\$ amount)

\$5,123,750.00

Help Text: Provide overall project cost to complete entire project

29. Total Amount Requested from HCD (\$ amount)

\$4,723,750.00

Help Text: Total Amount Requested from HCD including Direct Project Costs and Activity Delivery Costs

30. Are there any project funds that are not committed?

No

31. Provide cost estimate documentation (from a professional engineer, etc.)

Butte County - Community Service Center - Budget Evidence.pdf

Help Text: The documentation should clearly demonstrate the reasoning of the cost estimate and support the description of the cost estimate

32. Upload Complete Project Budget

Butte County - Community Service Center - Budget.xlsx

Help Text: Upload a completed Project Budget Worksheet provided by HCD. see P&P 3.1.7

SECTION IX: DUPLICATION OF BENIFITS (DOB)

33. Upload DOB Affidavit

Butte County - Community Service Center - DOB Signed.pdf

33. Further Supporting Documentation

Butte County - Community Service Center - Appraisal Contract.pdf

34. Further Supporting Documentation

Butte County - Community Service Center - Feasibility Study Contract.pdf

35. Further Supporting Documentation

Butte County - Community Service Center - Enviro Engineer Contract.pdf

36. Further Supporting Documentation

Butte County - Community Service Center - Labor Compliance Contract.pdf

37. Further Supporting Documentation

Butte County - Community Service Center - LMC.pdf

View Budget Worksheet

<https://portal.ecivis.com/#!/peerBudget/1A8A155B-0252-4556-9C9A-DE423A0A9799>

Average Score

Org Name

Application Goals

View Application Goals

<https://portal.ecivis.com/#!/peerGoals/1EA1F0E7-4871-4C38-910A-B7912C86CF3B>

of Reviews

0

of Denials

0

Radio Button

Applications: File Attachments

13. Project Timeline

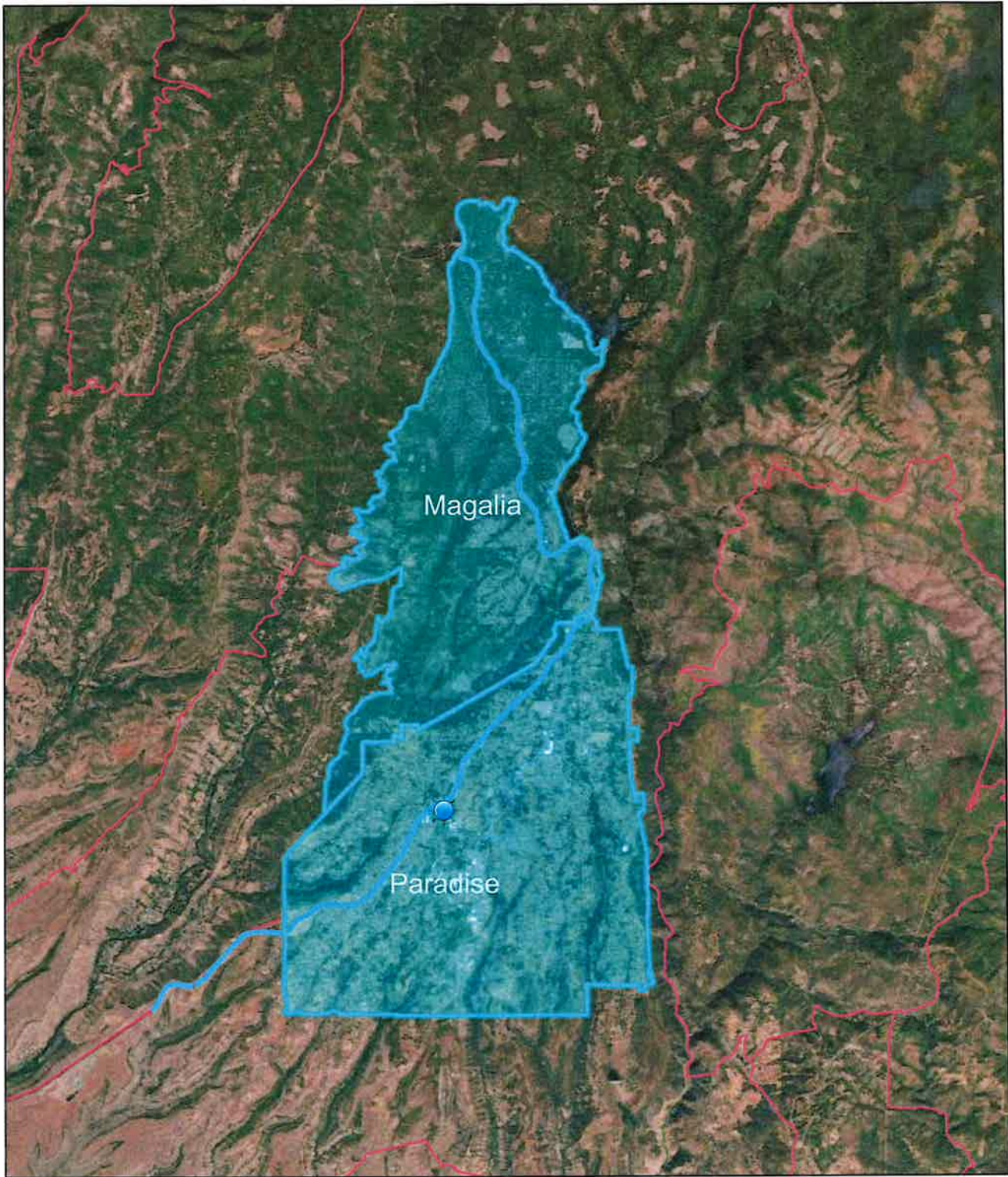
Butte County - Community Service Center - Timeline.pdf

22. Upload Project Location Map

Butte County - Community Service Center - Location Maps.pdf

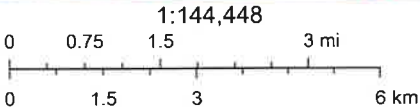
25. Upload Project Service Area Map Including Relationship to the MID

Butte County - Community Service Center - Service Map.pdf



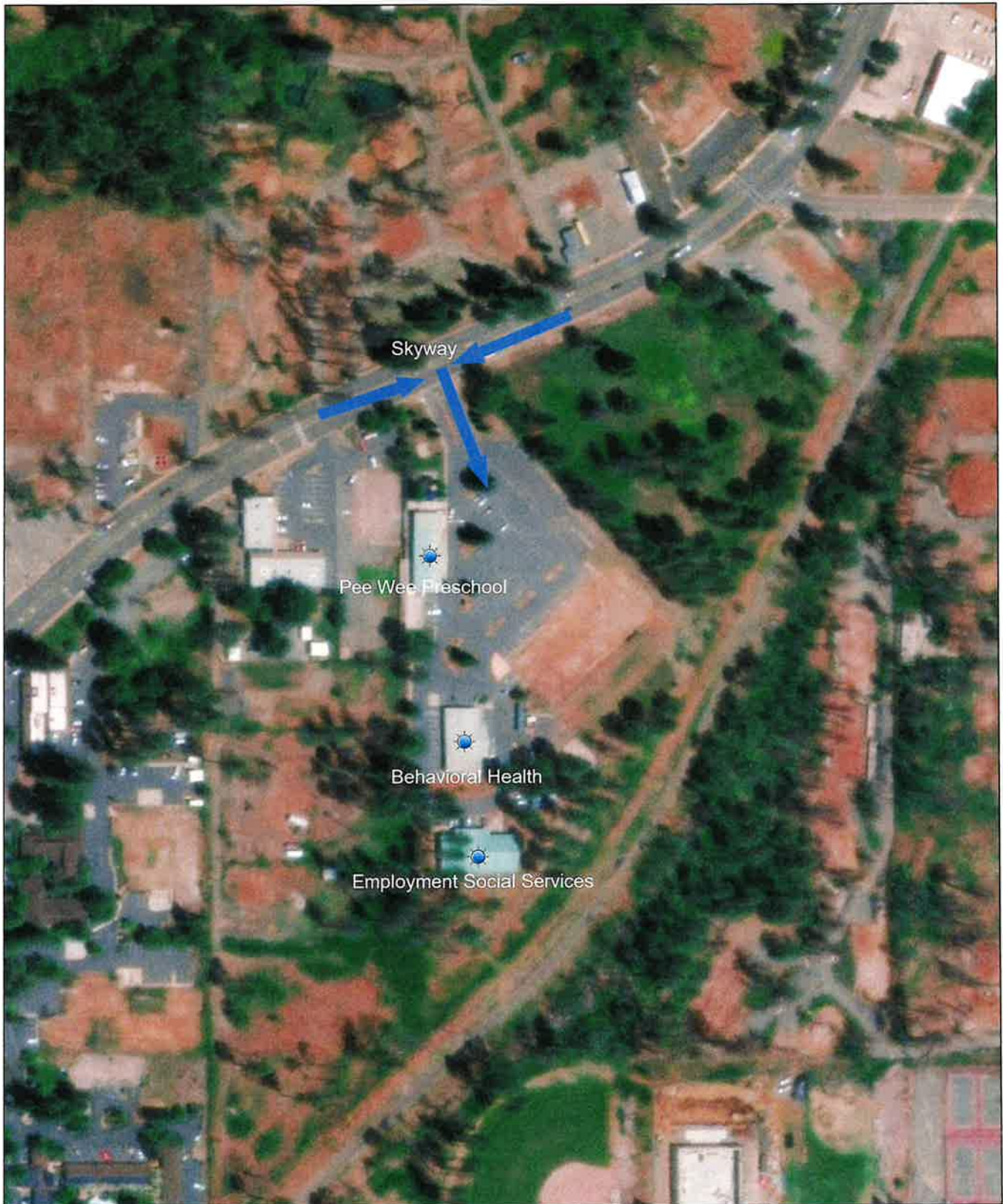
8/11/2023, 7:47:21 AM

 LMISD by Place & Consolidated City



Earthstar Geographics

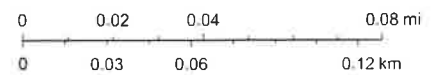
Resilience Service Center - Project Location



8/9/2023, 5:46:37 PM

 LMISD by Place & Consolidated City

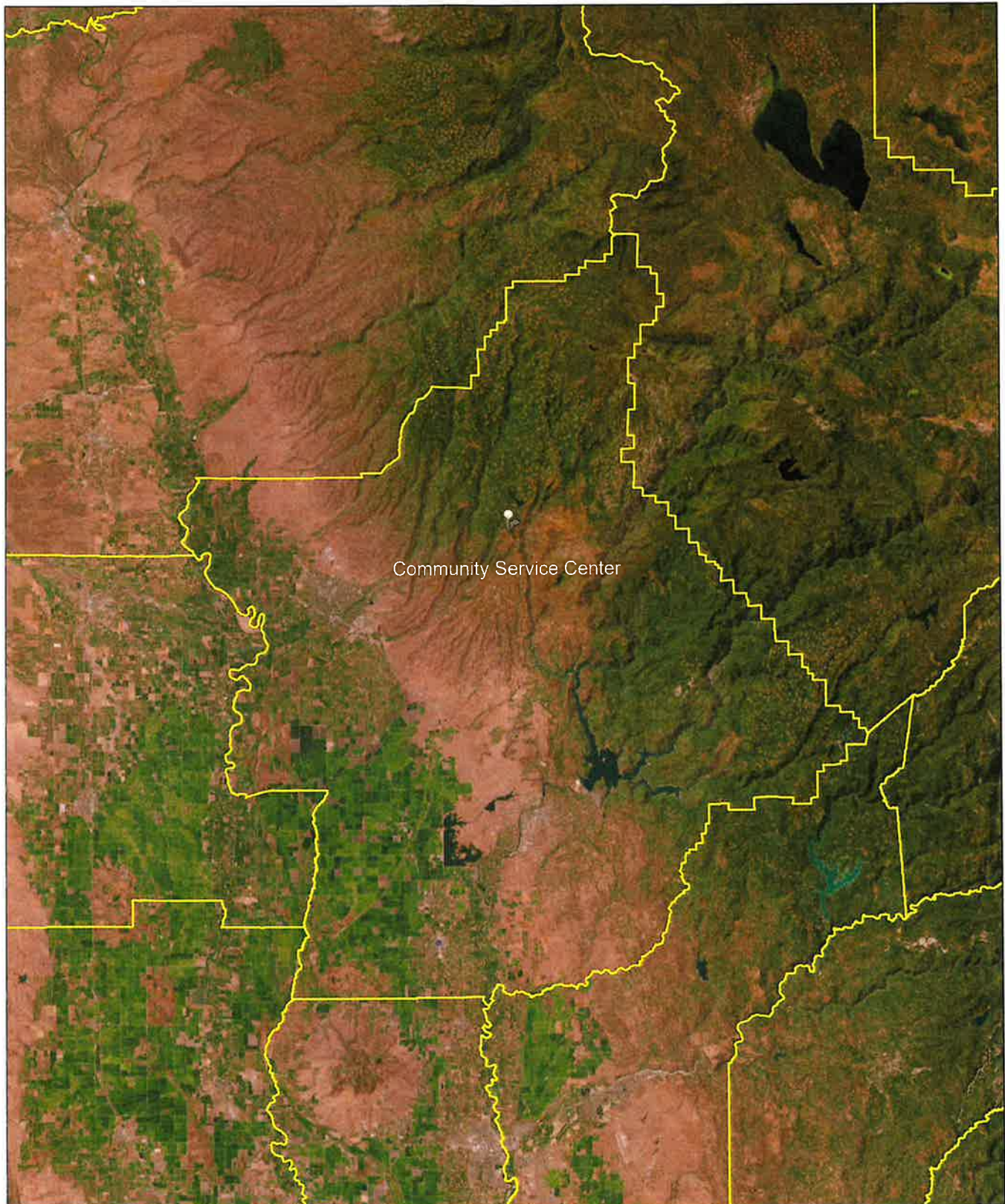
1:2,257



Maxar, Microsoft

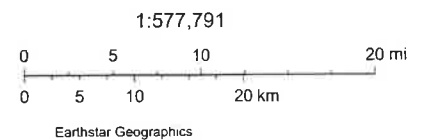
Butte County Community Service Center - Service Area in MID

County of Butte
48-DRINFRA-100100053
Page 19 of 22



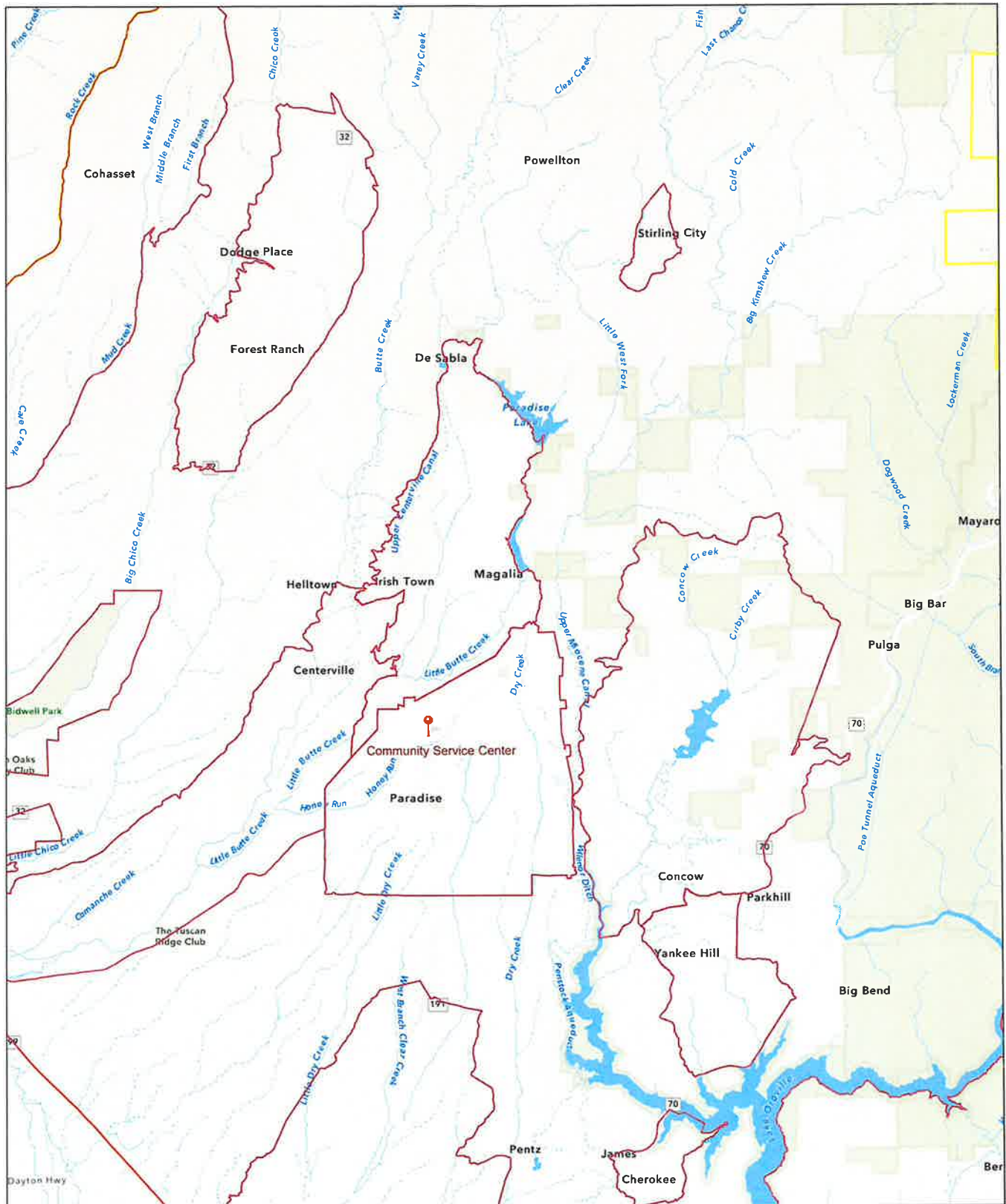
2/28/2024, 11:51:34 AM

 LMISD by County



Butte County Community Service Center - Service Area in MID

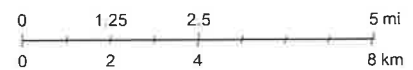
County of Butte
19-PRN-CPA-100-00053
Page 18 of 22



2/28/2024, 11:54:35 AM

- LMISD by Place & Consolidated City
- LMISD by County

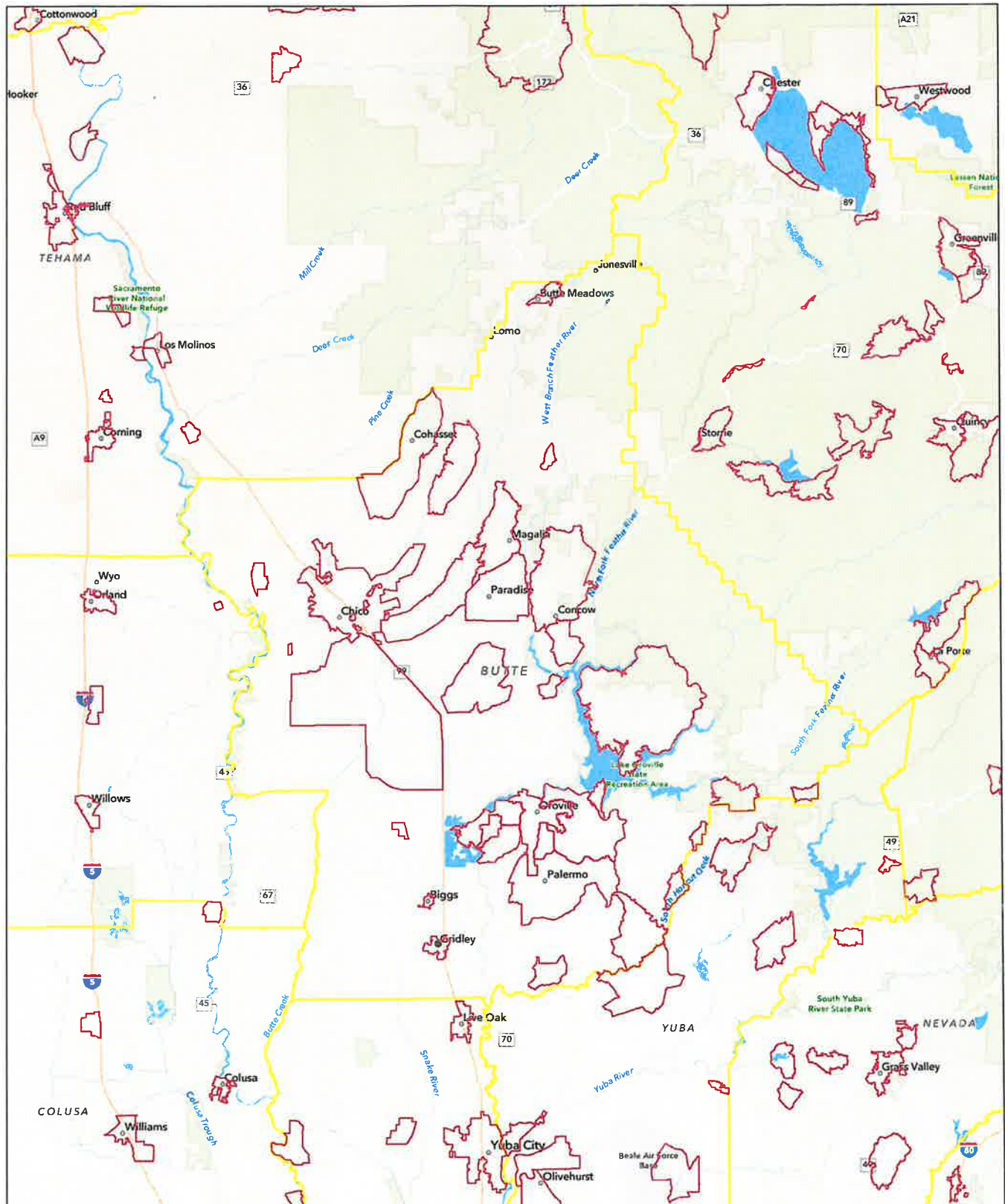
1:144,448



California State Parks, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, MET/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA, USFWS

Butte County Community Service Center - Service Area in MID

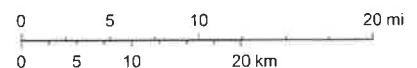
County of Butte
19-DR-NRPA-1001-00053
Page 17 of 22



2/28/2024, 11:48:48 AM

- LMISD by Place & Consolidated City
- LMISD by County

1:577,791



California State Parks, Esri, TomTom, Garmin, SafeGraph, FAO, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USFWS

Budget Report

Passthrough Agency: California Department of Housing and Community Development
Program: 18-DR-Infrastructure Project Applications
Project Name/Title: Butte County - Community Service Center
Org Name:
Stage: Pre-Award

Report Date: 06/18/2024
Requested By: Community Development County of Butte
CommunityDevelopment@buttecounty.net

Budget Items

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
Activity										
	Property Acquisition	Earnest money, property purchase and closing costs.	1	\$2,600,000.00	\$2,600,000.00	\$2,600,000.00	\$0.00		\$0.00	Direct Cost
	Facility Improvements Behavioral Health	Remodel 4,950 square foot building. Enclose Lobby, Add Reception Area, Add Offices in old Wellness Area, Separate SUD portion of building, reconfigure walls, Install two new Restrooms, Security System and building Signage.	4950	\$180.00	\$891,000.00	\$891,000.00	\$0.00		\$0.00	Direct Cost
	Facility Improvements Employment and Social Services	Security System and Building Signage	1	\$45,000.00	\$45,000.00	\$45,000.00	\$0.00		\$0.00	Direct Cost
	Modular Buildings Wellness Center, Counseling and Administrative Offices	Two 900 square foot buildings. Group activity rooms, restrooms, offices and storage. Includes permanent foundation, recorded property, utility connections, septic tank, accessible parking, bumper & signage. Fully furnished and equipped.	2	\$250,000.00	\$500,000.00	\$500,000.00	\$0.00		\$0.00	Direct Cost
	Chain Link Fence with Slats	6' tall chain link fence with brown privacy slats. 200 lineal feet.	200	\$65.00	\$13,000.00	\$13,000.00	\$0.00		\$0.00	Direct Cost
	Site Improvements	Existing 50 stall parking lot and entry drive. 3.76 Acre Site. Asphalt slurry seal, striping, security lighting landscape and wayfinding signs.	1	\$250,000.00	\$250,000.00	\$250,000.00	\$0.00		\$0.00	Direct Cost
Activity Total			\$155	\$3,145,245.00	\$4,299,000.00	\$4,299,000.00	\$0.00		\$0.00	
General Administration										
General Administration Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Activity Delivery										
	Project Management	Vendor management, meetings, reporting, RFP announcement, vendor selection contracting and project timeline meetings. 3% of Construction Cost.	1	\$25,970.00	\$25,970.00	\$25,970.00	\$0.00		\$0.00	Direct Cost
	Professional Services	Appraisal, Feasibility Study, Environmental Permits, Property Condition Assessment, Architecture Engineering and Inspections. 22% of Construction Cost.	1	\$373,780.00	\$373,780.00	\$373,780.00	\$0.00		\$0.00	Direct Cost
	Contract Administration	Oversight and monitoring of HCD contract with Butte County including policy and procedure compliance.	1	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00		\$0.00	Direct Cost
Activity Delivery Total			3	\$424,750.00	\$424,750.00	\$424,750.00	\$0.00		\$0.00	
Other										
Other										
Other Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Grant Total			\$158	\$3,569,995.00	\$4,723,750.00	\$4,723,750.00	\$0.00		\$0.00	

ATTACHMENT 2

SUBRECIPIENT PROJECT SCHEDULE

03/10/2024

Milestone Timeline

(1) Table 1 and Table 2 show delivery of the project that is aligned with the MSA milestones, as indicated in "Milestones Aligned" columns. In Table 2, in the column that says "Anticipated Timeline", it shows a potential timeline submitted by Subrecipient that is not approved by HCD. HCD will evaluate this at a later time when justification is provided.

Milestones	MSA Milestones	Milestone Aligned Timeframe*
Submit Project Application	3/29/24	March 2024
Notice to Proceed	10/31/24	Oct 2024
Begin Construction	3/1/25	March 2025
Expend 50% of Allocation	3/2/25 12 months prior to agreement expiration date	March 2025
Expenditure Deadline	12/31/25	Dec 2025
Close Out	3/1/26	Mar 2026

*Timeline prepared according to the HCD direction to meet MSA Milestones and does not reflect an achievable construction timeline for the project.

Butte County - Paradise Community Service Center Project
BCDG-DR Infrastructure, DR-4407

03/10/2024

Estimated Timeline

Milestones	MSA Milestones	Component Duration	Milestone Alignment	Anticipated Timeframe
Identify Land/Building That Meets Project Needs		11 months		April 2023 – April 2024
Procure Appraiser				April 2023
Hire Capital Improvement Project Manager				May 2023
Procure Feasibility Study Consultant		3 months		June – August 2023
Procure Labor Compliance Consultant		3 months		July – October 2023
Master Standard Agreement		10 months		July 2023 – May 2024
Procure Environmental Consultant		2 months		August – October 2023
Complete Appraisal		2 months		October – December 2023
CEQA		6 months		January – June 2024
NEPA		6 months		January – June 2024
Complete Feasibility Study				March 2024
Submit Project Application	3/29/24		3/29/24	March 2024
Purchase Property/Building		12 months		April 2024 – April 2025
Notice to Proceed	10/31/24		5/31/24	May 2024
Procure Design and Engineering Consultant		3 months		February – April 2025

Notice to Proceed to Consultant				June 2025
Engineering and Design Development		6 months		June – November 2025
Secure Permits		2 months		November – December 2025
Procure Construction Contractor		2 months		December 2025 – January 2026
Begin Construction	3/1/25		March 1, 2026	March 2026
Expend 50% of Allocation	3/2/25 12 months prior to agreement expiration date		June 1, 2026	June 2026
Complete Construction				March 2027
Expenditure Deadline	12/31/25		March 31, 2027	March 2027
Close Out	3/1/26	3 months	June 1, 2027	June 2027

Timeline Justification:

The two timelines compare when deliverables would need to be completed to align with the milestones specified in the Master Standard Agreement and when they are anticipated to be completed.

1. The two schedules diverge between when construction begins and when it will be finished. The time between the Notice to Proceed and when a project can prepare to start construction is reasonable; however, six months is not adequate to complete a project with a 24-month scope of work.
2. Upfront delays in NOI approval, allocation award, and Master Standard Agreement absorbed a significant portion of the overall timeline that cannot be compensated by the grantee in completed the scope of work.