

EXHIBIT F
NOTICE TO PROCEED
EMS Emergency Backup Generator

Pursuant to the Master Standard Agreement (“Agreement”) entered into on the 7th day of October 2021, by and between the California Department of Housing and Community Development (“Department”) and County of Ventura (“Subrecipient”), this NOTICE TO PROCEED (“NTP”) is entered into and effective as of the date signed by the Department as indicated below. This NTP sets forth specific details concerning the individual project proposed by Subrecipient for STAND-ALONE Mitigation Resilient Infrastructure project located at the project address listed below and related approved activities by Subrecipient (the “Project”). 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 budgets of all existing Approved Projects for Subrecipient, may not exceed the total funding allocation for Subrecipient.

1. Project Details

Project Name: EMS Emergency Backup Generator
Project Location: Oxnard, CA
34.2187437,-119.1481827
Project Description: Emergency Backup Generator

Grants Network Unique Identifier (Contract Number): 17-MITRIP-17010-00014
The CDBG-MIT Eligible Activity(ies):

- Acquisition, construction, rehabilitation and improvements of public facility (Sec. 105(a)(14))

The National Objective to be achieved for each activity as a result of this Approved project:

- Urgent Need Mitigation

The number of individuals benefitting from each activity as a result of this project:

- Total beneficiaries: 829,015
- Total low/mod beneficiaries: 357,035

2. Project Budget and Project Scope of Work

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NOI Date: 11/02/2020
Approved Date: 4/13/2021
Amendmend Date: 12/12/2025

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

Total MIT-RIP Award: \$611,987.00

Activity Costs (Project Costs): \$470,759
Activity Delivery Costs: \$141,228

Other funding sources (only applicable if total project cost is more than DR award amount): None

The Project budget is attached below and is collectively comprised of two documents: 1) the Grants Network Budget Worksheet (Attachment 2), and 2) the Total Activity Budget Worksheet (Attachment 3).

The Grants Network Budget Worksheet is the high-level budget and official budget approved by the Department for the Project. Any adjustments to this budget will result in either a budget revision or written amendment to the Agreement. The Total Activity Budget Worksheet is a tentative, detailed project budget submitted with the Project Application. It may be modified without resulting in a budget revision or formal amendment to the Agreement. Any modifications to the Total Activity Budget Worksheet must be submitted by Subrecipient in writing for review and approval by the Department.

- 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 are hereby incorporated into 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 MIT-RIP program requirements, as well as federal and/or state laws, regulations, guidelines, or requirements, as all of the same may be amended from time to time.
- C. Any proposed revision(s) to the Project Work must be submitted in writing for review and approval by the Department in its sole discretion and may require a written amendment to this NTP. Any approval, to be effective, must be made in writing by the Department.
- D. Subrecipient shall withhold as retention five percent (5%) of all MIT-RIP 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, Project Schedule and Term of Agreement

The Agreement is effective on the date shown in the STD 213 form. Subrecipient shall meet all milestones identified in the Agreement, including without limitation those identified in Exhibit A

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and B thereof and those provided below. Failure by Subrecipient to meet performance milestones may result in, among other things, the Department taking action to withhold future reimbursements or payments relating to the Project and requiring Subrecipient to submit a Correction Action Plan, as outlined in Exhibit A, Section 6.B, of the Agreement.

- A. Performance Milestones: Subrecipient must:
- Submit Project Application by 1/31/2022.
 - Complete Design and engineering by 10/05/2023.
 - Initiate construction, reconstruction, acquisition, or rehabilitation on the Project by 10/05/2024.
 - Complete Approved project activities for this Project by 12/31/2027.
 - Fully obligate Project funds by June 30, 2028.
- B. Project Schedule: Subrecipient has provided the following anticipated project schedule:
- See the Subrecipient Project Schedule attached as Attachment 4 hereto. The Department understands that the project schedule tasks and dates will be adjusted outward from the effective date of the NTP.
- C. Term of Agreement and Expenditure Deadline: The Expenditure Deadline and the Agreement Expiration Date for all Approved Projects under the Agreement are set forth in Exhibit A of the Agreement.
- D. Project Closeout: Project closeout activities must be completed no later than ninety (90) calendar days after the completion of each Approved Project. See Exhibit B, Section 6, for details.

4. **Subrecipient Reporting Requirements**

- A. Subrecipient must timely submit the reports described below. The Department reserves the right to request additional detail and support for any report made. Reports must be submitted to the Department by the deadlines identified and in the formats provided by the Department and via the Department's Grants Network unless otherwise specified in 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: (a) a description of the current status of the Project Work; (b) a description of activities to be undertaken in the next reporting period; (c) a description of any problems or delays encountered or anticipated in Project Work and a course of action taken to address them; (d) a description of actions taken to meet Project Work expenditure deadlines; and (e) a summary of Project Work fiscal status, including award amount, funds drawn, and remaining balance to be spent. 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 monthly through the receipt and approval by the Department of the Project Completion Report described 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 fully 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 in excess of \$35,000 must be remitted to the Department.
- 3) Semi-Annual Labor Standards Report: 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's website and are also available upon request.
- 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.

By signing below, Subrecipient acknowledges and agrees to all terms and conditions of this Notice to Proceed, all of which are fully incorporated into and made a part of the Agreement by this reference.

Authorized Signatory:

[Subrecipient Name]

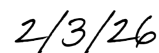


Signatory Name and Title

Date

Authorized Signatory:





Date

California Department of Housing and Community Development

Signatory Name and Title

Attachment(s):

1. Project Application
2. Grants Network Budget
3. Total Activity Budget Worksheet
4. Project Schedule
5. Duplication of Benefits (DOB)
6. Authority to Use Grant Funds (AUGF)

ATTACHMENT 1
PROJECT APPLICATION

Applications: Ventura County - MIT-RIP - 1

Profile

Community.Development@ventura.org

Record Title

Ventura County - MIT-RIP - 1

Org Name

Help Text: Record Title Format: [Jurisdiction Name] - [Program Name] - [Project Number]Ex: Sacramento County - DR-Infrastructure - 1*Project Numbers are based on the number of projects you are submitting for the grants.

Which Grant Program are you submitting for?

MIT-RIP

What is the MIT-RIP Project Type?

Stand-alone Infrastructure

Eligible Applicant (City/County)

Ventura County

Help Text: Eligible Applicants are those cities and counties identified in Section 2.2.3 of the DR-Infrastructure Policies and Procedures.

What disaster is the project related to?

DR-4353

Was this project submitted for FEMA PA or FEMA HMGP?

Yes

Was this project denied by FEMA?

Yes

If denied by FEMA, provide description

The California Office of Emergency Services (Cal OES) received and reviewed your subapplication requesting funds from the Hazard Mitigation Grant Program (HMGP). Cal OES did not submit your subapplication to the Federal Emergency Management Agency (FEMA) for funding consideration under this disaster because there were more subapplications submitted than funding available.

Help Text: Provide a narrative description and/or scope of work for the stand-alone infrastructure projects 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.

If denied by FEMA, provide documentation

HCA Generator - Backup Generator - FEMA Denial Letter.pdf

Stand-alone Project Description and/or Scope of Work

The emergency backup generator will be housed within an enclosure that will limit visibility into the structure from the outside. The enclosure is anticipated to measure approximately 12' x 33' and will be approximately 400 square feet. No existing buildings or structures will need to be demolished as part of this emergency backup generator project. In addition to the installation of the generator itself, an approximately 30-foot-long trench will need to be dug from the generator location to the existing electrical room that is on the west side of the building, across from where the generator is being installed.

The Ventura County EMS Agency (VCEMSA) and Medical Health Operational Area Coordinator (MHOAC) is the only agency EMS Agency in the County. Although there are several prehospital agencies in the county (fire departments and ambulance providers) that respond to day-to-day 911 emergencies, our agency is responsible for the oversight and coordination of the entire emergency medical services delivery system in the county, and we are the coordination point for medical and health activities in the county during a disaster / public health emergency.

VCEMS is the coordination point for numerous aspects of the medical and health delivery system in the County of Ventura. The Ventura County EMS Administrator fulfills the role of the Medical and Health Operational Area Coordinator (MHOAC), is defined in the California Health and Safety Code Section 1797.153. The MHOAC has 17 core functions/responsibilities during a disaster / Public Health Emergency:

- (1) Assessment of immediate medical needs.
- (2) Coordination of disaster medical and health resources.
- (3) Coordination of patient distribution and medical evaluations.
- (4) Coordination with inpatient and emergency care providers.
- (5) Coordination of out-of-hospital medical care providers.
- (6) Coordination and integration with fire agencies personnel, resources, and emergency fire prehospital medical services.
- (7) Coordination of providers of non-fire based prehospital emergency medical services.
- (8) Coordination of the establishment of temporary field treatment sites.
- (9) Health surveillance and epidemiological analyses of community health status.
- (10) Assurance of food safety.
- (11) Management of exposure to hazardous agents.
- (12) Provision or coordination of mental health services.
- (13) Provision of medical and health public information protective action recommendations.
- (14) Provision or coordination of vector control services.
- (15) Assurance of drinking water safety.
- (16) Assurance of the safe management of liquid, solid, and hazardous wastes.
- (17) Investigation and control of communicable disease.

Project Timeline

HCA Generator - Work Timeline.pdf

Help Text: Please provide a timeline of the submitted project.

How have mitigation against future risk and future resilience needs of the community been designed into your project?

Mitigation against future risk is inherent to the planning and design of this generator. Without the generator to assist during times of blackouts due to high usage, disaster, or any other unplanned interruptions the citizens of the County and any residents in jurisdictions in which Ventura County cooperates with in times of crisis will be at risk of service interruption of these highly needed community services.

The Ventura County EMS Agency (VCEMSA) has provided oversight and support to a number of prehospital provider agencies and general acute care hospitals in an EMS system that response to over 65,000 annual 9-1-1 calls for service, resulting in approximately 45,000 transports to local hospitals. Services include fire, law enforcement, ambulatory care, hospitals and other provider agencies 24/7. In addition the EMS services provided at this facility include, but are not limited to, lead agency for emergency medical services, cooperative care when needed with neighboring jurisdictions (during large scale disaster or need), ensures disaster preparedness through planning and coordination, response to disaster incidents and mass casualty incidents. All of these services would suffer severe interruption if any were accompanied by an unplanned power outage that affects this building.

Help Text: Provide a narrative describing how the scale and scope of the proposed project account for and aim to address future risks and resilience needs.

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Project City

Oxnard

Project Latitude/Longitude at the geographical center of the project

34.2187437,-119.1481827

Help Text: Format the Latitude and Longitude of the project in decimal form (e.g. 39.332962, -123.22534)

Upload Project Location Map

HCA Generator - Location Map.pdf

Help Text: Upload a map showing the project's location

Upload Project Service Area Map Including Relationship to the MID

HCA Generator - Geographical Map.pdf

Help Text: Upload a map showing the project's service area including the relationship to the Most Impacted and Distressed Area (MID)

Upload Project Service Area Benefit Map

HCA Generator - Service Area Map.pdf

Help Text: Upload a map showing who benefits from the project

What is the National Objective being met by this project?

Urgent Need Mitigation National Objective

Help Text: In accordance with 24 CFR 570.208, Section 104(b)(3) of the HCDA, and as further outlined within the waivers and alternative requirements at 84 FR 45838, all CDBG-MIT CDBG-DR Infrastructure Program Policies and Procedures 48 funded activities must either benefit low- and moderate-income persons (LMI) or meet an Urgent Need Mitigation (UNM).

Explain how the MIT-RIP proposed project meets the Urgent Need Mitigation National Objective

Due to the fact that so many critical EMS, public health, and disaster services are coordinated here, the ability to maintain a stable power supply at the department operations center is critical. Options related to smaller portable generators have been tested at the site, but do not provide enough power to support DOC operations. If other critical services such as the ambulatory care clinic at this site are factored in, a small portable generator would prove to be wholly inadequate. The health and well-being of potentially thousands of patients (clinic and those depending on the emergency medical services) would be negatively impacted without continuity of operations associated with a stable power supply.

Help Text: Describe how project benefits are quantified for the Urgent Need Mitigation National Objective

Help Text: Upload the Urgent Need Mitigation National Objective Documentation

Upload quantitative data showing how the project meets the Urgent Need Mitigation National Objective

What is the total number of persons served by this project?

829,015

What is the number of total LMI persons served by this project?

357,035

What is the LMI population percentage benefited by the project?

43.07

Help Text: LMI population percentage benefited calculation is from the LMI service area worksheet

Upload the LMI Benefit Worksheet (aka Activity Beneficiary Worksheet)

HCA Generator - Activity Beneficiary Form.docx

Help Text: Upload a completed LMI Benefit Worksheet provided by HCD

Select the MID that the project is located in

Ventura County

Help Text: Select the HUD-identified Most Impacted and Distressed County or Zip Code that the project is located in

Project Status

Project Identified

Help Text: Provide the current status of the project.

Has a NEPA Environmental Review been completed?

No

Provide a narrative of what NEPA Environmental Review work has been done and if any other entity has completed the NEPA Environmental Review Report on your behalf

N/A - NEPA Review to be completed subsequent to application approval by HCD.

Have you applied for other sources of funds for this project?

Yes

If yes, please explain how much have you applied for, if the funds have been awarded, and what is/are the amount(s)

\$439,732 (75% cost match) - Project denied by HCD - No award amounts received.

Are there any project funds that are committed?

No

Help Text: Describe what other project funds are contributing to the project

Direct Project Cost Amount Requested from HCD

\$470,759

Help Text: Provide the project cost requested from HCD

Activity Delivery Cost Amount Requested

\$141,228

Help Text: Provide the amount of funds requested from HCD to ensure delivery of the project. Activity Delivery Funds (ADCs) cover the costs of staff directly carrying out the activity in addition to engineering, design, architecture, and environmental services that are necessary for successful completion of the activity (see Section 3.4 in Policies and Procedures)

Total Amount Requested from HCD

\$611,987

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

Basis for Cost Estimate / CDBG-DR Funding Need

N/A

Help Text: Provide a description of the basis for the cost estimate and/or unmet need of the project.

Basis for Cost Estimate / CDBG-MIT-RIP Funding Need

Activity cost derived from proposal from installation contractor, adjusted for inflation and materials increases. Activity Delivery Cost estimates are based on prior experience with similar types of projects.

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

HCA Generator - Genset Proposal.pdf

Help Text: The documentation should clearly demonstrate the reasoning of the cost estimate and support the description of the cost estimate and/or unmet need.

Was the project denied by FEMA for PA or HMGP funds?

Yes

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If yes, provide a reason why the project was denied by FEMA (additional documentation may be requested)

See response provided above.

Help Text: Provide a description of why the project was denied by FEMA, additional documentation may be requested.

Explain how this is an eligible CDBG activity.

This facility hardening project qualifies under Matrix Code 03P, Public Facilities and Improvements: Health Facilities.

Help Text: For FEMA PA and HMGP Projects, input N/A for how this is an Eligible CDBG activity. See Sections 2.4.2 and 2.5.1 the DR-Infrastructure Policies and Procedures.

Which community lifeline(s) will this project protect?

Safety and Security, Communication, Food, Water, Sheltering, Transportation, Health and Medical

Help Text: More than one Community Lifeline can be selected.

How will this project reduce risk to community lifeline(s)?

Generator will provide power to facility in the event of anticipated or unanticipated outages caused by unforeseen events. The generator will ensure the County is able to communicate with and continue to provide the most essential critical services to the community's most at risk populations. In times of disaster being able to have access to EMS, 9-1-1 services, and other healthcare services provisioned by the County are integral to preserving loss of life. The Ventura County EMS Agency (VCEMSA) serves as the Medical and Health Operational Area Coordinator (MHOAC) for all medical and health services in the County of Ventura during times of disaster or public health emergency. This function has been critical in ensuring continuity of the healthcare system during events such as the Thomas Fire in 2017 and the Woolsey Fire in 2018. The Public Health Department's Department Operations Center (DOC) is managed by VCEMSA on the second floor of the building, and a loss of power would severely impact the DOC's ability to function and coordinate vital healthcare services - including the coordination and oversight of the county's emergency medical services system - during a disaster and/or public health emergency. In addition, this location as well as other government buildings often serve as rendezvous points for first responders during times of disasters such as wildfire. Their ability to have access to communications as well as prepare and respond to threats are a key component in protecting the community from loss of property.

How will you quantitatively measure improved resilience for underserved communities and vulnerable populations?

For the EMS Agency, the best way to measure resilience and continuity of operations when faced with a power loss would be to monitor systemwide performance and the agency's ability to effectively provide oversight and coordination of system operations during the outage. For each occurrence, an after action report will be generated, documenting any impacts to the EMS Agency's ability to perform its mission. Included in this report will be the number of incidents that occurred countywide, with a focus on incidents that occurred in areas with a score of 1 or 2 on the healthy places index, or those in areas with a high social vulnerability index (SVI) score. During a disaster or prolonged public health emergency there will be a need to ensure that all areas, especially those where the population is known to be underserved and vulnerable, have uninterrupted access to emergency medical services and that the coordination and oversight of those services remains intact at all times.

Upload quantitative data showing a project's anticipated impact on improved resilience for underserved communities and vulnerable populations

How will you quantitatively measure increased environmental justice for underserved communities and vulnerable populations?

The funds used to install this generator will be used directly for the HCA (EMS) agency servicing all of Ventura County's residents. Because the install is only for the generator to maintain these services during disaster there is little to no anticipated environmental justice impacts for the community surrounding the facility.

The county's population is 850,000 (plus visitors and those travelling through). Our 911 system has an average annual volume of over 65,000 medical calls for service that result in an average of approximately 45,000 transports to our eight local hospitals.

Help Text: For more on Environmental Justice see the EPA: <https://www.epa.gov/environmentaljustice>

Upload quantitative data showing a project's anticipated impact on increased environmental justice for underserved communities and vulnerable populations

How will you quantitatively measure the impact the proposed project will have on current and future risk?

Using the Thomas fire as an example, there were over 8,500 medical related calls for service processed by the county's regional fire/ems communications center from December 4th, 2017 to January 12th, 2018, resulting in at least 5,200 transports to local hospitals. During this time VCEMS also delivered 731,280 pieces of personal protective equipment to 58 distinct sites around the county. 12 medical and health situation reports were processed by the MHOAC and sent to the regional disaster medical and health coordinator, in addition to the California Department of Public Health and the California EMS Authority. This narrative summarizes the data presented in the upload below.

Help Text: Eligible projects must be able to show anticipated impact on current and future risks. The impact must be measured and reported throughout the lifetime of the project.

Upload quantitative data showing a project's anticipated impact on current and future risks

HCA Generator - Current-Future Risk Data.xlsx

Upload Proposed Operations and Maintenance Plan

HCA Generator - O&M Plan.docx

Help Text: HUD requires all Mitigation projects include an Operation and Maintenance Plan. Please upload the projected O&M plan.

Further Supporting Documentation

Average Score

0.00

Budget Worksheet

Please complete the Budget Worksheet for your jurisdiction's entire project. The project budget should be broken out between Activity and Activity Delivery. Please complete your requested Activity Delivery budget using the "Activity Delivery" field. Add the remainder of your project budget in the "Activity" field. Include as much detail and as many line items as possible in your Activity Delivery budget. The detailed line items will be used by the Department to assess allocability, eligibility, and the reasonableness of the Activity Delivery project budget requested for MIT-RIP. Activity Delivery costs include, but are not limited to: staff time to develop the project solicitation and application materials, staff time to underwrite projects, staff time to prepare the environmental review record, and engineering, architectural and design costs related to a specific project. Please leave the "General Administration" field blank. General Administration is not included in the allocation.

Have you completed and submitted your Budget Worksheet?

Yes

You must complete your Budget Worksheet. Submitting an incomplete budget will result in the return of your application.

View Budget Worksheet

<https://portal.ecivis.com/#/peerBudget/5688E0BC-924A-45CD-B662-31BF12744C8F>

Project Goals

Please complete the Goals Worksheet for this project. These are only proposed goals for the project. Upon construction completion, actual accomplishments and beneficiaries must be reported.

Have you completed and submitted your Goals Worksheet?

You must complete your Goals Worksheet. Submitting an incomplete Goals Worksheet will result in the return of your application.

View Application Goals

<https://portal.ecivis.com/#/peerGoals/72A18AF1-28C8-4EFC-BF1B-CD2617E14F2E>

of Reviews

3

of Denials

0

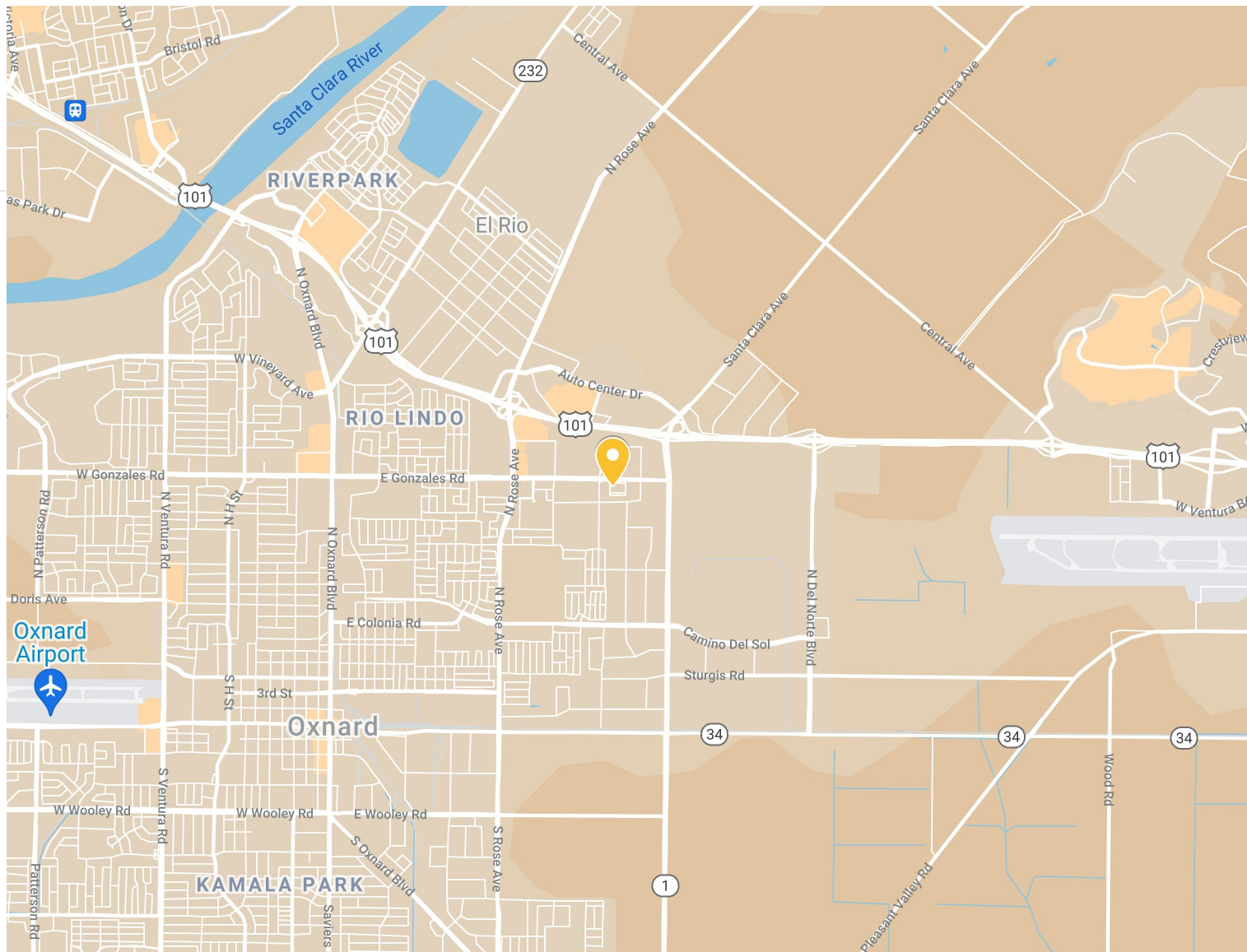
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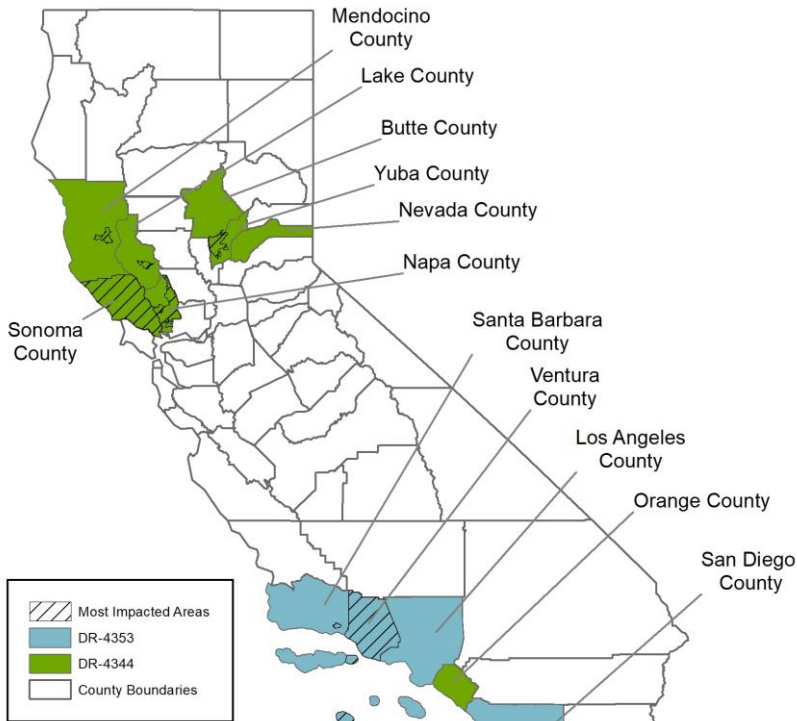
Ventura County HCA Location Map

Gonzales Generator



2220 E Gonzales Rd, Oxnard,
CA 93036





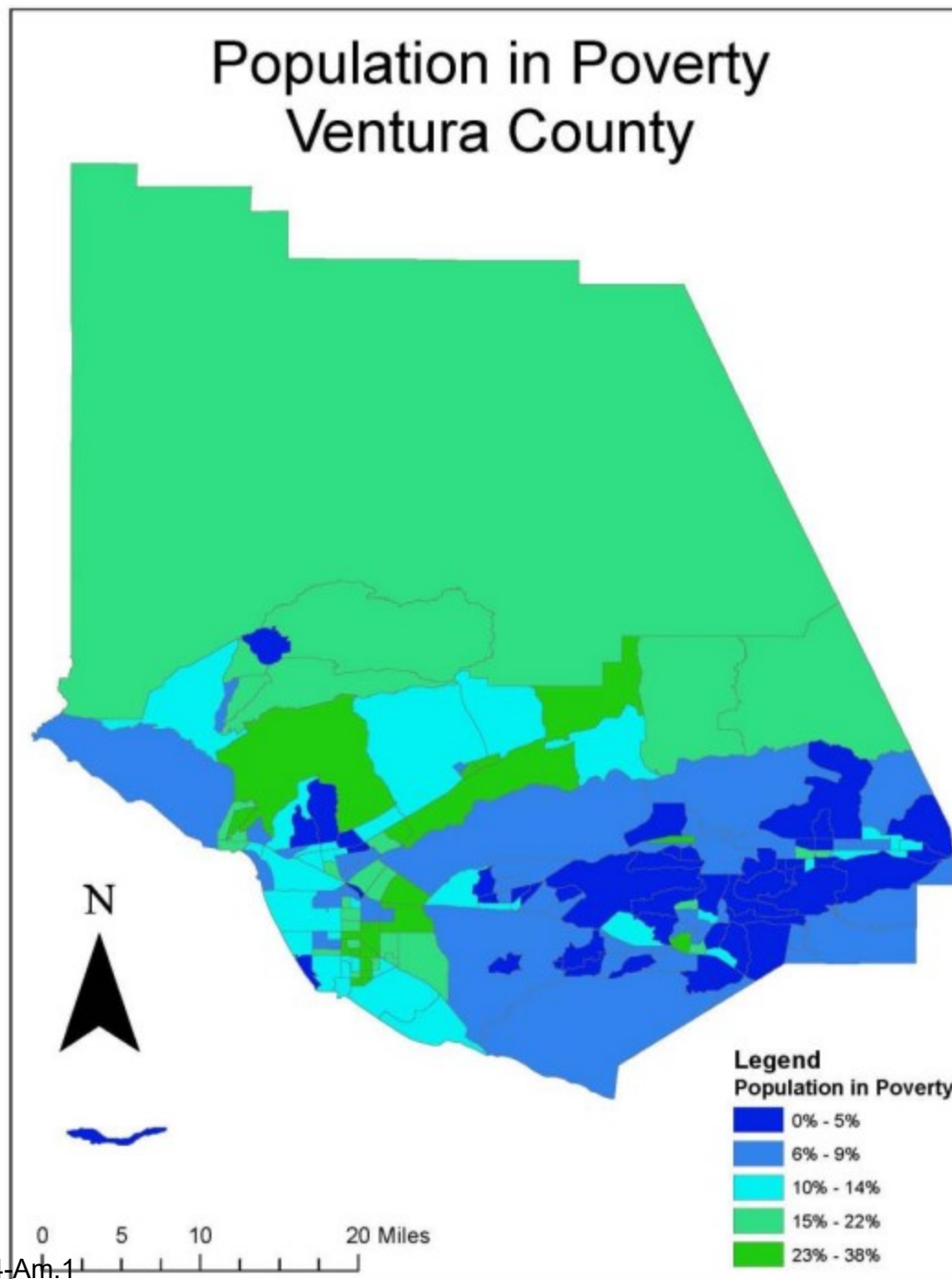
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Most Impacted and Distressed Areas

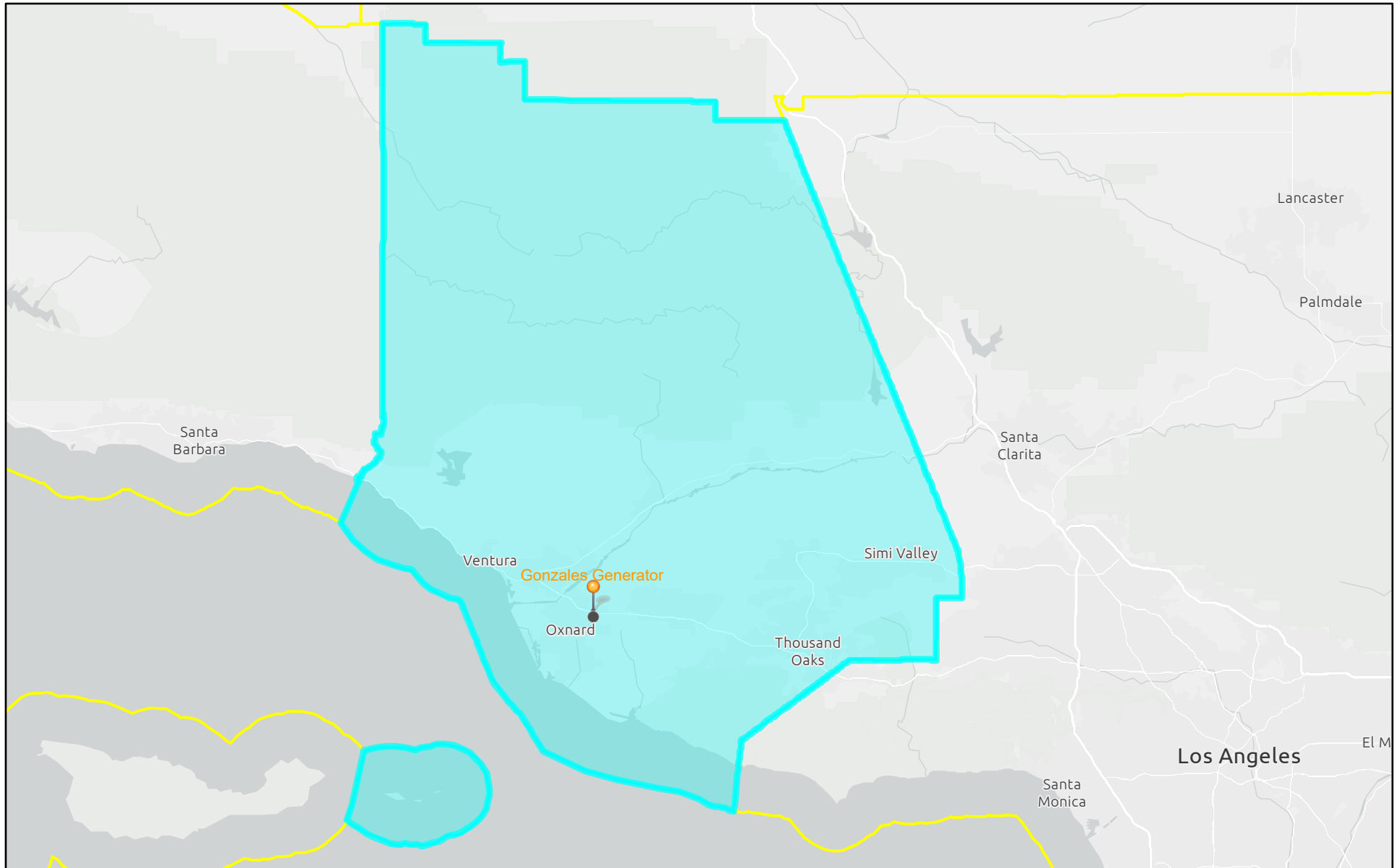
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 County of Ventura
 Sonoma County
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 Ventura County
 95422 (Clearlake City, Lake County)
 93108 (Montecito, Santa Barbara County)
 95470 (Mendocino County)
 95901 (Yuba County)
 94558 (Napa County)

2017 Federally Declared Disaster Impacted Counties


DR-4344	DR-4354
Butte County	Los Angeles County
Lake County	San Diego County
Mendocino County	Santa Barbara County
Napa County	Ventura County
Nevada County	
Orange County	
Sonoma County	
Yuba County	



Ventura County HCA Generator

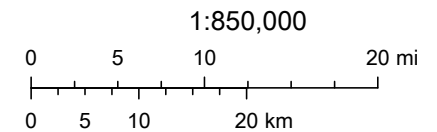


12/2/2021, 11:43:20 AM

 LMISD by County
17-MITRIP-17010-00014-Am.1
NOI Date: 11/02/2020
Approved Date: 4/13/2021
Amendmend Date: 12/12/2025

Legend

- LOWMOD - 357035
- LOWMODUNIV - 829015
- SERVICE AREA LMI - 43.06738%
- Gonzales - 34.2187437,-119.1481827



Esri, HERE, Garmin, SafeGraph, FAO, METI/NASA, USGS, Bureau of Land

U.S. Department of Housing and Urban Development, Web AppBuilder for

Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA | Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA |

ATTACHMENT 2
GRANTS NETWORK BUDGET

Budget Report

Passthrough Agency: California Department of Housing and Community Development
Program: 17DR-Infrastructure & 17MIT-RIP Project Applications (NTP)
Stage: Awarded

Report Date: 03/29/2023
Requested By: Community Development County of Ventura
Community.Development@ventura.org

Budget Items

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
Activity										
	Emergency generator 400kW	Emergency generator 400kW	1	\$147,144.00	\$147,144.00	\$147,144.00	\$0.00		\$0.00	Direct Cost
	Automatic Transfer Switch	Automatic Transfer Switch	1	\$31,711.00	\$31,711.00	\$31,711.00	\$0.00		\$0.00	Direct Cost
	Feeder, conduit and wire 1600 AMP	Feeder, conduit and wire 1600 AMP	1	\$16,330.00	\$16,330.00	\$16,330.00	\$0.00		\$0.00	Direct Cost
	Modify switchboard	Modify switchboard	1	\$3,885.00	\$3,885.00	\$3,885.00	\$0.00		\$0.00	Direct Cost
	CMU block wall enclosure with gates	CMU block wall enclosure with gates	1	\$20,808.00	\$20,808.00	\$20,808.00	\$0.00		\$0.00	Direct Cost
	Misc. electrical	Misc. electrical	1	\$10,993.00	\$10,993.00	\$10,993.00	\$0.00		\$0.00	Direct Cost
	General Conditions and General Requirements	General Conditions and General Requirements	1	\$30,010.00	\$30,010.00	\$30,010.00	\$0.00		\$0.00	Direct Cost
	Bonds and Insurances	Bonds and Insurances	1	\$6,521.00	\$6,521.00	\$6,521.00	\$0.00		\$0.00	Direct Cost
	Ovrehead, Profit, Fee	Ovrehead, Profit, Fee	1	\$13,369.00	\$13,369.00	\$13,369.00	\$0.00		\$0.00	Direct Cost
	Design/Estimate contingency	Design/Estimate contingency	1	\$42,113.00	\$42,113.00	\$42,113.00	\$0.00		\$0.00	Direct Cost
	Cost Escalation to Mid Point of Construction	Cost Escalation to Mid Point of Construction	1	\$16,143.00	\$16,143.00	\$16,143.00	\$0.00		\$0.00	Direct Cost
	Escalation	2 years at 7.5% each year	1	\$50,831.00	\$50,831.00	\$50,831.00	\$0.00		\$0.00	Direct Cost
	Contingency	5%	1	\$19,493.00	\$19,493.00	\$19,493.00	\$0.00		\$0.00	Direct Cost
	Other	Excess allocation contingency/set-aside	1	\$61,408.00	\$61,408.00	\$61,408.00	\$0.00		\$0.00	Direct Cost
Activity Total			14	\$470,759.00	\$470,759.00	\$470,759.00	\$0.00		\$0.00	
General Administration										
General Administration Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Activity Delivery										
	Activity Delivery Costs	ACD's	0	\$141,228.00	\$141,228.00	\$141,228.00	\$0.00		\$0.00	Direct Cost
Activity Delivery Total			0	\$141,228.00	\$141,228.00	\$141,228.00	\$0.00		\$0.00	
Other										
Other Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Grant Total			14	\$611,987.00	\$611,987.00	\$611,987.00	\$0.00		\$0.00	

ATTACHMENT 3
TOTAL ACTIVITY BUDGET WORKSHEET

Budget Report

Passthrough Agency: California Department of Housing and Community Development
Program: 17DR-Infrastructure & 17MIT-RIP Project Applications (NTP)
Stage: Awarded

Report Date: 03/29/2023
Requested By: Community Development County of Ventura
Community.Development@ventura.org

Budget Items

Category	Title	Description	Units	Unit Cost	Extended Cost	Direct Cost	Indirect Cost	GL Account	Cost Share	Type
Activity										
	Emergency generator 400kW	Emergency generator 400kW	1	\$147,144.00	\$147,144.00	\$147,144.00	\$0.00		\$0.00	Direct Cost
	Automatic Transfer Switch	Automatic Transfer Switch	1	\$31,711.00	\$31,711.00	\$31,711.00	\$0.00		\$0.00	Direct Cost
	Feeder, conduit and wire 1600 AMP	Feeder, conduit and wire 1600 AMP	1	\$16,330.00	\$16,330.00	\$16,330.00	\$0.00		\$0.00	Direct Cost
	Modify switchboard	Modify switchboard	1	\$3,885.00	\$3,885.00	\$3,885.00	\$0.00		\$0.00	Direct Cost
	CMU block wall enclosure with gates	CMU block wall enclosure with gates	1	\$20,808.00	\$20,808.00	\$20,808.00	\$0.00		\$0.00	Direct Cost
	Misc. electrical	Misc. electrical	1	\$10,993.00	\$10,993.00	\$10,993.00	\$0.00		\$0.00	Direct Cost
	General Conditions and General Requirements	General Conditions and General Requirements	1	\$30,010.00	\$30,010.00	\$30,010.00	\$0.00		\$0.00	Direct Cost
	Bonds and Insurances	Bonds and Insurances	1	\$6,521.00	\$6,521.00	\$6,521.00	\$0.00		\$0.00	Direct Cost
	Ovrehead, Profit, Fee	Ovrehead, Profit, Fee	1	\$13,369.00	\$13,369.00	\$13,369.00	\$0.00		\$0.00	Direct Cost
	Design/Estimate contingency	Design/Estimate contingency	1	\$42,113.00	\$42,113.00	\$42,113.00	\$0.00		\$0.00	Direct Cost
	Cost Escalation to Mid Point of Construction	Cost Escalation to Mid Point of Construction	1	\$16,143.00	\$16,143.00	\$16,143.00	\$0.00		\$0.00	Direct Cost
	Escalation	2 years at 7.5% each year	1	\$50,831.00	\$50,831.00	\$50,831.00	\$0.00		\$0.00	Direct Cost
	Contingency	5%	1	\$19,493.00	\$19,493.00	\$19,493.00	\$0.00		\$0.00	Direct Cost
	Other	Excess allocation contingency/set-aside	1	\$61,408.00	\$61,408.00	\$61,408.00	\$0.00		\$0.00	Direct Cost
Activity Total			14	\$470,759.00	\$470,759.00	\$470,759.00	\$0.00		\$0.00	
General Administration										
General Administration Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Activity Delivery										
	Activity Delivery Costs	ACD's	0	\$141,228.00	\$141,228.00	\$141,228.00	\$0.00		\$0.00	Direct Cost
Activity Delivery Total			0	\$141,228.00	\$141,228.00	\$141,228.00	\$0.00		\$0.00	
Other										
Other Total			0	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Grant Total			14	\$611,987.00	\$611,987.00	\$611,987.00	\$0.00		\$0.00	

Budget Report, Created by Community Development County of Ventura, Community.Development@ventura.org, 03/29/2023
 Source: eCivis™ Portal
<http://www.ecivis.com/>

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 Approved Date: 4/13/2021
 Amendmend Date: 12/12/2025

ATTACHMENT 4
SUBRECIPIENT PROJECT SCHEDULE

WORK SCHEDULE INFORMATION

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14. PROJECT WORK SCHEDULE:

The intent of the work schedule is to provide a realistic appraisal of the time and components required to complete the project.

- Describe each of the major work elements and milestones in the description section below.
- Project subapplication examples are: construction, architectural, design, engineering, inspection, testing, permits, project management, mobilization and de-mobilization.
- State the total timeframe anticipated for each of the work elements.
- State the total timeframe anticipated to complete the project.
- Work schedule must mirror SOW, budget and BCA.OPTIONAL:
- Provide the work schedule in GANTT chart form as supplemental documentation in the work schedule section of the binder Include this information as an example.

WORK SCHEDULE EXAMPLE

#	DESCRIPTION	TIMEFRAME
1.	Kick-off, 90% design meetings	3 months
2.	Final contract drawing development	5 months
3.	Open bids and award contract	4 months
4.	Construction – Mobilization	5 months
5.	Construction – Demolition	4 months
6.	Construction – Concrete and conduit work	2 months
7.	Construction – Trenching	2 weeks
8.	Construction – Utility relocation	4 months
9.	Construction – Electrical Installation	1 month
10.	Construction – Site Restoration	1 week
11.	Construction – Complete punch list	2 months
12.	Construction – Demobilization	1 week
13.	Project Close-out and record drawings	2 months
14.	Grant Close out	3 months
TOTAL MONTHS:		36 months



TOTAL PROJECT DURATION (INCLUDING CLOSE-OUT) MUST NOT EXCEED A 36 MONTH PERIOD OF PERFORMANCE (POP).

#	DESCRIPTION	TIMEFRAME
1.	Project Planning	31 Days
2.	RFP and Vendor Selection	123 Days
3.	Contract Development	92 Days
4.	Construction - Mobilization	7 Days
5.	Construction - Site prep and asphalt removal	7 Days
6.	Construction - Trenching	7 Days
7.	Construction - Foundation and Conduit	7 Days
8.	Construction - Enclosure Construction	14 Days
9.	Construction - Generator Installation	14 Days
10.	Construction - Electrical installation and connection to main building	7 Days
11.	Construction - Final Items / Punch List	7 Days

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12.	Construction - Cleanup	
13.		
14.		
15.		
16.		
17.		
18.	Project Close-out	14 Days
19.	STANDARD VALUE (DO NOT CHANGE) Grant Close-out	3 months
TOTAL MONTHS:		14

If more lines are needed than provided, indicate the title of document in box 1 and attach a separate work schedule in the schedule section of binder.

ATTACHMENT 5
DUPLICATION OF BENEFITS (DOB)

DUPLICATION OF BENEFITS AFFIDAVIT

INSTRUCTIONS

The affidavit is divided into three (3) components:

1. Disaster recovery assistance, insurance, and/or other assistance received
2. Attachments
3. Signature(s)

Read each component in full and provide the accurate information.

Part 1. Duplication of Benefits Affidavit

This affidavit must be completed by all applicant(s) that have applied for and/or received any assistance from the CDBG-DR funded State of California 2017 DR-Infrastructure Program being offered by the California Department of Housing and Community Development (HCD) OR from the CDBG-MIT funded State of California 2017 MIT Resilient Infrastructure Program being offered by the California Department of Housing and Community Development (HCD). The information within this affidavit will provide the California Department of Housing and Community Development (HCD) with vital information for processing the application required by the Stafford Act Section 312 on Duplication of Benefits.

In the table below, indicate with an "X" the program(s) for which you are applying AND any program you have received funds from. Also state the purpose of the assistance and current status of the funds.

Source	Purpose of Assistance <i>Ex: Rehabilitation & improvements of roads</i>	Current Status of Funds <i>Ex: Obligated from FEMA, Pending Approval, etc.</i>	Amount Received (\$)
<input type="checkbox"/> Insurance			
<input type="checkbox"/> FEMA Public Assistance (PA)			
<input checked="" type="checkbox"/> FEMA Hazard Mitigation Grant Program (HMGP)	Emergency Generator	DENIED	\$ 0
<input type="checkbox"/> CARES Act / American Rescue Plan Act			
<input type="checkbox"/> U.S. Army Corps of Engineers			
<input type="checkbox"/> State of California			
<input type="checkbox"/> Utility Settlement			
<input type="checkbox"/> Budgeted Local Funds			
<input type="checkbox"/> Other: _____			

Part 2. Attachments

Attached to this affidavit are copies of any and all acceptable document for each of the above referenced sources of funds identified as a result of the October 2017 and December 2017 fires, mudflows, and debris flows identified as presidentially declared disasters, DR-4344 and DR-4353.

Part 3. Signature

I certify that the information provided in this questionnaire is true and accurate to the best of my knowledge. I understand that if this information is not correct, it may affect the amount of any funds I may receive or may lead to the recapture of disbursed funds by HCD and/or HUD.

Christy Madden
Applicant Printed Name

Christy Madden
Applicant Signature

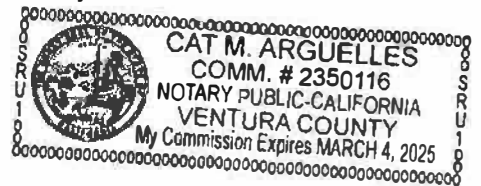
Dated this the 10 day of January, 2022. SUBSCRIBED AND SWORN TO before me, by the above-named Affiant

this, the 10 day of January, 2022, to certify which witness my hand and official seal.

Cat M. Arguelles
Signature of Notary

Cat M. Arguelles
Notary Public State of California - Printed Name

March 4, 2025
Date Notary's Commission Expires



NOTARY SEAL

WARNING: The information provided on this form is subject to verification by the State of California and the U.S. Department of Housing and Urban Development (HUD) at any time. Title 18, Section 1001 of the U.S. Code states that knowingly and willingly making a false or fraudulent statement to a department of the United States Government can result in termination of assistance and civil and criminal penalties.

ATTACHMENT 6
AUTHORITY TO USE GRANT FUNDS (AUGF)

**Authority to Use
Grant Funds**

**U.S. Department of Housing
and Urban Development**
Office of Community Planning
and Development

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To: (name & address of Grant Recipient & name & title of Chief Executive Officer)

Copy To: (name & address of SubRecipient)

We received your Request for Release of Funds and Certification, form HUD-7015.15 on

Your Request was for HUD/State Identification Number

All objections, if received, have been considered. And the minimum waiting period has transpired.
You are hereby authorized to use funds provided to you under the above HUD/State Identification Number.
File this form for proper record keeping, audit, and inspection purposes.

Typed Name of Authorizing Officer

Signature of Authorizing Officer

Date (mm/dd/yyyy)

Title of Authorizing Officer

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X



NOI Date: 11/02/2020

Previous approved Date: 4/13/2021

Amendmend Date: 12/12/2025

form **HUD-7015.16** (2/94)
ref. Handbook 6513.01