

STATE OF CALIFORNIA

AGREEMENT SUMMARY

STD 215 (Rev. 04/2020)

AGREEMENT NUMBER
17-MITPPS-23009
AMENDMENT NUMBER
☐ **CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED**

1. CONTRACTOR'S NAME County of Sonoma		2. FEDERAL I.D. NUMBER N/A
3. AGENCY TRANSMITTING AGREEMENT Department of Housing and Community Development (HCD)	4. DIVISION, BUREAU, OR OTHER UNIT Financial Assistance	5. AGENCY BILLING CODE N/A
6a. CONTRACT ANALYST NAME Jeffrey Sharp	6b. EMAIL Jeffrey.Sharp@hcd.ca.gov	6c. PHONE NUMBER 916-907-3774
7. HAS YOUR AGENCY CONTRACTED FOR THESE SERVICES BEFORE? ☒ No ☐ Yes (If Yes, enter prior Contractor Name and Agreement Number) PRIOR CONTRACTOR NAME: N/A PRIOR AGREEMENT NUMBER: N/A		

8. BRIEF DESCRIPTION OF SERVICES

The project goal is to enhance communication for individuals with limited English proficiency or hearing impairments in Sonoma County during emergencies. It will prioritize translations based on census data and collaborate with the Office of Equity. A consultant will oversee translation tasks and work with County departments to align with the Language Access Plan. They will also develop a public information strategy. Upon completion, videos, information fact sheets, and hazard-specific information will be available online or at community events. During emergencies, documents, ASL videos, and translated evacuation orders will be accessible. The detailed narrative will outline steps such as creating a marketing plan, holding town hall meetings, and analyzing feedback to ensure readiness and effective communication with residents and visitors.

9. AGREEMENT OUTLINE (Include reason for Agreement: Identify specific problem, administrative requirement, program need or other circumstances making the Agreement necessary; include special or unusual terms and conditions.)

The Community Development Block Grant Mitigation (CDBG-MIT) Resilient Planning and Public Services (MIT-PPS) program was developed to support projects and activities that reduce risk to communities impacted by the 2017 disasters. The program was created following funds appropriated in Public Law 115-123 and follows requirements outlined in the Federal Register Notice (84 FR 45838) published on August 23, 2019, for CDBG-MIT funding. MIT-PPS projects are funded to assist local jurisdictions and non-profits with mitigation-related planning and public services needs to support risk reduction from the three primary hazards (wildfire, flooding, and earthquake) as established within the Mitigation Needs Assessment found in the HCD CDBG-MIT Action Plan. Eligible projects must increase resilience to disasters and reduce or eliminate the long-term risk of loss of life, injury, damage to and loss of property, and suffering and hardship, by lessening the impact of future disasters.

10. PAYMENT TERMS (More than one may apply)

☐ Monthly Flat Rate	☐ Quarterly	☐ One-Time Payment	☒ Progress Payment
☒ Itemized Invoice	☐ Withhold _____ %	☐ Advanced Payment Not To Exceed _____	or _____ %
☒ Reimbursement / Revenue			
☐ Other (Explain)			

11. PROJECTED EXPENDITURES

FUND TITLE	ITEM	FISCAL YEAR	CHAPTER	STATUTE	PROJECTED EXPENDITURES
Federal Trust Fund	2240-10102-0890	24/25	6	2020	\$499,400.00
OBJECT CODE 5432000-Grants and Subventions-Governmental.				AGREEMENT TOTAL	\$499,400.00

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OPTIONAL USE

FY 24/25 - 22402000 - SL- 46443 - \$499,400.00

AMOUNT ENCUMBERED BY THIS DOCUMENT
\$499,400.00PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT
\$0.00*I certify upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.*TOTAL AMOUNT ENCUMBERED TO DATE
\$499,400.00

ACCOUNTING OFFICER'S SIGNATURE

Tammy.Kasicky

Digitally signed by Tammy.Kasicky
Date: 2025.05.20 08:56:56 -07'00'

ACCOUNTING OFFICER'S NAME (Print or Type)

TAMMY KASICKY

DATE SIGNED

5-20-25

12. AGREEMENT

AGREEMENT	TERM FROM	TERM THROUGH	TOTAL COST OF THIS TRANSACTION	BID, SOLE SOURCE, EXEMPT
Original	7/11/2025	7/10/2030	\$499,400.00	EXEMPT
Amendment 1				
Amendment 2				
Amendment 3				
TOTAL			\$499,400.00	

13. BIDDING METHOD USED

- ☐ Request for Proposal (RFP) (Attach justification if secondary method is used) ☐ Use of Master Service Agreement
- ☐ Invitation for Bid (IFB) ☒ Exempt from Bidding (Give authority for exempt status) ☐ Sole Source Contract (Attach STD. 821)
- ☒ Other (Explain) SCM Vol. 1, 5.80, B.2.b

Note: Proof of advertisement in the State Contracts Register or an approved form STD. 821, Contract Advertising Exemption Request, must be attached

14. SUMMARY OF BIDS (List of bidders, bid amount and small business status) (If an amendment, sole source, or exempt, leave blank)

15. IF AWARD OF AGREEMENT IS TO OTHER THAN THE LOWER BIDDER, EXPLAIN REASON(S) (If an amendment, sole source, or exempt, leave blank)

16. WHAT IS THE BASIS FOR DETERMINING THAT THE PRICE OR RATE IS REASONABLE?

N/A

17a. JUSTIFICATION FOR CONTRACTING OUT (Check one)

- ☐ Contracting out is based on cost savings per Government Code 19130(a). The State Personnel Board has been so notified. ☐ Contracting out is justified based on Government Code 19130(b). When this box is checked, a completed JUSTIFICATION - CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 547.60 must be attached to this document.
- ☒ Not Applicable (Interagency / Public Works / Other PCC 10348)

17b. EMPLOYEE BARGAINING UNIT NOTIFICATION

- ☐ By checking this box, I hereby certify compliance with Government Code section 19132(b)(1).

AUTHORIZED SIGNATURE

N/A

SIGNER'S NAME (Print or Type)

N/A

DATE SIGNED

N/A

18. FOR AGREEMENTS IN EXCESS OF \$5,000: Has the letting of the agreement been reported to the Department of Fair Employment and Housing? ☐ No ☐ Yes ☒ N/A19. HAVE CONFLICT OF INTEREST ISSUES BEEN IDENTIFIED AND RESOLVED AS REQUIRED BY THE STATE CONTRACT MANUAL SECTION 7.10? ☐ No ☐ Yes ☒ N/A20. FOR CONSULTING AGREEMENTS: Did you review any contractor evaluations on file with the DGS Legal Office? ☐ None on file ☐ No ☐ Yes ☒ N/A

21. IS A SIGNED COPY OF THE FOLLOWING ON FILE AT YOUR AGENCY FOR THIS CONTRACTOR?

A. Contractor Certification Clauses

B. STD 204 Vendor Data Record

☐ No ☐ Yes ☒ N/A☐ No ☒ Yes ☐ N/A

22. REQUIRED RESOLUTIONS ARE ATTACHED

☐ No ☒ Yes ☐ N/A

23. IS THIS A SMALL BUSINESS AND/OR A DISABLED VETERAN BUSINESS CERTIFIED BY DGS?

☒ No ☐ YesSB/DVBE Certification Number:
N/A

SCO ID:

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24. ARE DISABLED VETERANS BUSINESS ENTERPRISE GOALS
REQUIRED? (If an amendment, explain changes if any)

☐ No (*Explain below*) ☐ Yes _____ % of Agreement

N/A

25. IS THIS AGREEMENT (WITH AMENDMENTS) FOR A PERIOD OF TIME
LONGER THAN THREE YEARS?

☐ No ☐ Yes (*If Yes, provide justification below*)

I certify that all copies of the referenced Agreement will conform to the original agreement sent to the Department of General Services.

SIGNATURE

Jeffrey Sharp

NAME/TITLE (*Print or Type*)

Jeffrey Sharp / Contract Analyst

DATE SIGNED

5/29/2025

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JUSTIFICATION - CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 547.60

In the space provided below, the undersigned authorized state representative documents, with specificity and detailed factual information, the reasons why the contract satisfies one or more of the conditions set forth in Government Code section 19130(b). Please specify the applicable subsection. Attach extra pages if necessary.

N/A

The undersigned represents that, based upon his or her personal knowledge, information or belief the above justification correctly reflects the reasons why the contract satisfies Government Code section 19130(b).

SIGNATURE	NAME/TITLE(Print or Type)	DATE SIGNED	
PHONE NUMBER	STREET ADDRESS		
EMAIL	CITY	STATE	ZIP