



**PLANNING AND DEVELOPMENT DEPARTMENT
MEMORANDUM 13-04**

DATE: January 25, 2013

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: David Willet, Acting City Manager 
Brook Svoboda, Director of Planning and Development 

SUBJECT: CR-23; A Resolution approving a Contract Amendment with Adams County for performance of a Community Development Block Grant activity in an amount not to exceed \$170,635.

BACKGROUND

At the Council meeting dated February 11, 2013 an CB -1792 was an ordinance approving a supplemental appropriation for Help for Homes accepting Community Development Block Grant funding from Adams County. The staff memorandum did not specifically mention approval of the associated and modified contract. Though this aspect was referenced in the background material for CB-1792, the contract amendment, legally requires separate ratification by Council.

BUDGET/TIME IMPLICATIONS:

This CDBG contract amendment and CB-1792 will allocate all funds for CDBG through 2013 in the amount of \$42,000. Please note that the resolution's reference to \$172,635 reflects the original contract amount of \$128,635 plus the contract amendment of \$42,000

RECOMMENDATION

Staff recommends Council approve CR-23

STAFF REFERENCE

Brook Svoboda, Director of Planning and Development bsvoboda@northglenn.org or 303.450.8937

ATTACHMENTS

Attachment 1 ADCO CDBG Contract Amendment

SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-23
Series of 2013

Series of 2013

A RESOLUTION APPROVING A CONTRACT AMENDMENT WITH ADAMS COUNTY FOR PERFORMANCE OF A COMMUNITY DEVELOPMENT BLOCK GRANT ACTIVITY IN AN AMOUNT NOT TO EXCEED \$170,635

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The Contract Amendment between the City of Northglenn and Adams County for performance of a Community Development Block Grant Activity in an amount not to exceed \$170,635.00, attached hereto as **Exhibit 1**, is hereby approved and the Mayor is authorized to execute same on behalf of the City.

DATED at Northglenn, Colorado, this ____ day of _____, 2013.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

Adams County Community Development

CONTRACT AMENDMENT AND CHANGE ORDER APPROVAL

City of Northglenn

Help for Homes Program

Section 1. General Information

Project Name			Date
Help for Homes			11/30/12
Agency			
City of Northglenn			
Contact	Phone	Email	Fax
Brook Svoboda	303-450-8937	bsvoboda@northglenn.org	303-476-1256
Project Manager	Phone	Email	Fax
Brook Svoboda	303-450-8937	bsvoboda@northglenn.org	303-476-1256

Section 2. Affected Areas

Check all that apply.			
<input type="checkbox"/> Project Start Date	<input checked="" type="checkbox"/> Project End Date	<input checked="" type="checkbox"/> Contract Amount	<input type="checkbox"/> Project Costs
<input type="checkbox"/> Project Scope	<input type="checkbox"/> Technology	<input type="checkbox"/> Major Deliverables/ Outcomes	<input type="checkbox"/> Roles/Responsibilities
<p>An approved Change Control Request MUST accompany this form. If there are changes in the contract amount or contract completion date, at a minimum, REVISE:</p> <ul style="list-style-type: none"> • Project Plan • Project Schedule 			

Section 3. Change Summary

Currently Recorded Dates/Costs				Requested Revisions to Dates/Costs			
Start Date	End Date	Contract Amount	Project Cost	Start Date	End Date	Contract Amount	Project Cost
10/1/10	12/31/12	\$128,635	\$128,635	10/1/10	04/30/13	\$170,635	\$170,635

Section 4. Project Budget Transfer (If Applicable)

Pgm Yr	Project Name	ACT #	Increase	Decrease	Balance
TOTAL					

Section 5. Justification Summary

The City is requesting an additional \$42,000 in funding to address the “gap” time frame between the current program and the implementation of the proposed new program. If the new program is adopted and the City’s current program has a remaining fund balance the City would amend and transfer the remaining balance to the new program – subject to review and acceptance of the new program.

SIGNATURE PAGE

In Witness Whereof, the parties have caused this contract to be duly executed as of the date first above written.
Adams County, Colorado

By (Signature) Date _____

Title

By (Signature) Date _____

Title