

RIVERSIDE ACCESS CENTER RENOVATION PROJECT

HOUSING AND HUMAN SERVICES DEPARTMENT

City Council

January 14, 2025

RiversideCA.gov

1

MG1

BACKGROUND

HUD regulations allow the City of Riverside to retain a CDBG balance of up to 1.5 times their most recent CDBG allocation. Any funds exceeding this threshold may be subject to recapture by HUD.

The balance consists of:

- 1. Programmed Funds:** Allocated for current ongoing projects.
- 2. Unprogrammed Funds:** Composed of unspent amounts from projects over several years, ranging from hundreds to thousands of dollars.

These remaining balances can be transferred administratively to the Unprogrammed Funds account. These funds can be used to fund new, or supplement previously approved Capital Improvement Projects. This process ensures compliance with HUD requirements and facilitates efficient use of available resources.



2

RiversideCA.gov

2

BACKGROUND



- Riverside Access Center, 2880 Hulen Place
- Project: Rehabilitation of interior space, replace HVAC system, roof, flooring, exterior doors, windows, rehabilitation of staff and guest restrooms, and reconfiguration of the interior space for homeless street outreach offices and creation of a training room
- May 9, 2023, City Council approved funding \$661,000 of Community Development Block Grant (CDBG) to the Project.



3

RiversideCA.gov

3

BACKGROUND II

- August 1, 2023, City Council approved an allocation of \$178,155 in Measure Z funds towards the Project.
- March 12, 2024, City Council approved reallocating \$300,000 of CDBG funds from the 2348 University Avenue towards the Project since the structure located at 2348 University Avenue was being demolished and CDBG funds could not be used for new construction of housing bringing the total CDBG allocation to \$1,139,155.



4

RiversideCA.gov

4

MG0

DISCUSSION

- July 10, 2024, Request for Proposal (RFP) No. 2381 was posted on the City's online bidding system, Planet Bids by the General Services Department seeking prospective bidders to provide develop design plans, construction documents, and technical specifications for the renovation of the Access Center.
- Based on its evaluation results, **Cal-City Construction Inc.** was selected.
 - Pricing confirmed at \$1,339,000, with a change order contingency of 15% in the amount of \$200,850 for a total project cost of **\$1,539,850**.



5

RiversideCA.gov

5

MG0

DISCUSSION

- Request authorization to amend the City of Riverside Fiscal Year 2023-2024 United States Department of Housing and Urban Development Annual Action Plan to allocate **\$400,695** of **CDBG Unprogrammed Funds** to the cover the funding shortfall for the Riverside Access Center renovation project located at 2880 Hulen Place.
- December 13, 2024, a public notice was issued announcing the proposed amendment to the HUD Annual Action Plan and a 30-day public comment period was provided in compliance with HUD regulations.
- Contingent on the approval of this amendment is the authorization to enter into a Design-Build Agreement with Cal-City Construction, Inc. of Cerritos, California for \$1,539,850.



6

RiversideCA.gov

6

STRATEGIC PLAN ALIGNMENT

Envision Riverside 2025 Strategic Plan Priorities

 #6 Infostructure, Mobility and Connectivity 6.2

Cross-Cutting Threads

 Community Trust

 Fiscal Responsibility

 Sustainability & Resiliency

 Equity

 Innovation


7


RiversideCA.gov

7

RECOMMENDATIONS

That the City Council: MGO

1. Authorize an amendment to the City of Riverside Fiscal Year 2023-2024 United States Department of Housing and Urban Development Annual Action Plan to allocate \$400,695 of Community Development Block Grant Unprogrammed Funds to the Riverside Access Center renovation project located at 2880 Hulen Place;
2. Authorize a transfer in the amount of \$400,695 within the Community Development Block Grant Fund Unprogrammed Funds account to the Access Center Rehabilitation Project account;
3. Authorize the City Manager, or his designee, to execute a First Amendment to a Memorandum of Understanding with the Department of Housing and Human Services for an additional allocation of \$400,695 of Community Development Block Grant funds for the 2023-2024 Riverside Access Center Renovation Project, including making minor non-substantive changes, and to sign all documents and instruments necessary to implement this action;


8

RiversideCA.gov

8

RECOMMENDATIONS

4. Upon execution of the Memorandum of Understanding, authorize the supplemental appropriation of \$400,695 to the Grants and Restricted Programs Fund 23/24 Riverside Access Center Rehabilitation account, and a supplemental appropriation in the same amount to the inter-fund account for reimbursement of CDBG-related expenditures;
5. Approve a Design/Build Agreement with Cal-City Construction, Inc. of Norwalk, California from Request for Proposal No. 2381 for design services and construction for the Riverside Place Access Center renovation project in the amount of \$1,339,000;
6. Approve a 15% contingency change order authority in the amount of \$200,850 for a total not to exceed amount of \$1,539,850; and



9

RiversideCA.gov

9

MG0

RECOMMENDATIONS

7. Authorize the City Manager, or designee, to execute the Design-Build Agreement including making minor, and non-substantive changes.



10

RiversideCA.gov

10