

CDBG RFP Questions and Answers

**** NEW SUBMISSION GUIDANCE****

Applications remain due on Thursday, April 23, 2020 at 5:00 p.m. Please submit one unbound original, three (3) bound copies, and one electronic copy via mail or delivered in person to Escondido City Hall (Housing Division, 201 N Broadway, Escondido, CA 92025) by the deadline. To submit in person, please contact Joanne Tasher, Community Development Department Assistant, at 760-839-4671 or JTasher@escondido.org to coordinate an approximate time when you will be coming to City Hall. When you arrive at City Hall, please call her again to let her know that you have arrived. She will meet you at the doors facing the fountain and Grape Day Park to take delivery.

Regarding the Environmental Review Form

Engineering will be responding to calls to **760-839-4569** while City Hall is closed to the public.

Planning will be responding to calls to 760-839-4671 while City Hall is closed to the public.

Site of Facility (proposed or existing): please provide a site plan, showing the facility on the site

Number of staff: please provide the number of staff at the location under environmental review

Client capacity and staff level: Please let us know how many staff do you have currently (FT & PT), how many will be there with the proposed funding. Are they onsite everyday? How many clients can/do you see at a time at the site? Do they come and go or are they onsite for longer than an hour?

For CIP projects, do the budgets have to be done by a licensed contractor?

No. But you will have to go through a procurement process to hire the contractor for construction (noticing, etc). Please make sure that work is scoped and budgeted using federal prevailing wages (whether the labor is paid for with CDBG funds or not).

If your project is funded, the City will provide the applicant with a copy of the publication Davis-Bacon Labor Standards: A Contractor's Guide to Prevailing Wage Requirements for Federally-Assisted Construction Projects.

We are asking for CDBG funds for about ½ of the project costs, the other half has already been awarded. Since that funding, has already been awarded, can we start work with those funds before CDBG approval? In my budget, I am breaking out leveraged funding. What would that look like or need to have if we started work with those funds?

If you would like to start your rehabilitation efforts now, I would advise that you create two completely separate projects with distinct funding sources.

- If you receive CDBG funds, the projects would have to remain separate or all work becomes subject to the federal regulations.
- All procurement rules would have to be adhered to in the CDBG phase (advertising, bidding, etc), for instance, you can't just hire the same contractor to complete the job.
- You can describe the first phase project as possible leverage in your narrative, but please be sure to keep it out of your CDBG project description/budget.

Can I get a list of past funding amounts and projects

Please see a list of approved project budgets from the last several years at the end of this document. Please remember that past commitments are not a guarantee of future funding and that the Con Plan priorities for 2020-2024 are different from the Con Plan priorities for 2015-2019.

Can you explain the client profile – are these demographics of the clients we serve?

This is information about the clients your organization serves, both demographics and how they fit the profile of the Con Plan priorities.

Can you let me know what the average size grant is?

It depends on the type of project. Construction projects tend to have higher allocations than public service projects. Our public services range last year was \$5,000 (to San Diego Children's Museum for their travelling museum outreach to Escondido elementary school students) to \$45,000 to the Alliance for Regional Solutions (for emergency shelter and case management). Most of our public services subrecipients receive less than \$25,000.

Since it is a CIP project, do all three objectives need to be construction-related or all three programmatic?

The objectives should be related to the outcomes of the project. You may have both construction and programmatic objectives.

Also for units provided, can you give me some clarity on what this means?

Units refers to how you are going to measure your progress.

City of Escondido, Fiscal Year 2016-2017 Proposed CDBG Allocations
 Estimated Allocation: \$1,514,995

		FY 16-17
Administration - 20% cap of allocation (\$302,999 max.)		
CDBG Administration	\$	268,954
Fair Housing	\$	34,045
Total	\$	302,999
Public Service - 15% cap of total available (\$227,249 max.)		
Learn to Swim	\$	24,500
Senior Transportation	\$	24,000
Senior Nutrition	\$	45,500
Senior CARE	\$	13,000
In Home Meal Delivery	\$	30,000
Angels Depot	\$	0
Winter Shelter	\$	33,000
Neighbor-to-Neighbor	\$	30,959
Solutions for Change	\$	26,280
Total	\$	227,249
Uncapped Capital Improvement & Other Neighborhood Revitalization Activities - (No max.)		
Multi Neighborhood Street Light Project	\$	75,000
Code Enforcement	\$	82,487
Grants to Blocks	\$	87,751
Project Neat	\$	50,000
Graffiti Removal	\$	90,000
**Tulip St. Improvements (West Hillside)	\$	561,983
Street Light LED Retrofit Program	\$	150,000
Escondido Community Child Care Development Center	\$	25,000
Center for Community Solutions	\$	52,526
Total	\$	1,184,747

Total CDBG Allocations \$ 1,714,995

Exhibit B

City of Escondido, Fiscal Year 2017-2018
 Proposed CDBG Allocations
 Estimated Allocation: \$1,514,995

FY 17-18

Administration - 20% cap of allocation (\$302,999 max.)	
CDBG Administration	\$ 268,954
Fair Housing	\$ 34,045
Total	\$ 302,999
Public Service - 15% cap of total available (\$227,249 max.)	
Learn to Swim	\$ 24,500
Senior Transportation	\$ 24,000
Senior Nutrition	\$ 45,500
Senior CARE	\$ 13,000
Neighbor to Neighbor	\$ 44,249
In Home Meal Delivery	\$ 25,000
Bridge Housing (formerly known as Winter Shelter)	\$ 43,000
San Diego Children's Museum	\$ 7,500
Total	\$ 227,249
Uncapped Capital Improvement & Other Neighborhood Revitalization Activities - (No max.)	
Code Enforcement	\$ 117,487
Grants to Blocks	\$ 67,751
Project Neal	\$ 50,000
Graffiti Removal	\$ 115,000
**Tulip St. Improvements (West Hillside)	\$ 400,000
Street Light LED Retrofit Program	\$ 187,677
Washington Ave-Harding Street Lighting	\$ 233,615
Escondido Child Care Development Center	\$ 25,000
Total	\$ 1,272,530
Total CDBG Allocations	\$ 1,502,778

** Staff is requesting a budget adjustment of unallocated CDBG funds to be programmed to the Tulip Street Improvements (West Hillside)

Exhibit B

**City of Escondido, Fiscal Year 2018-2019
 CDBG Allocations
 2018 HUD Allocation: \$1,791,466**

Administration - 20% cap of allocation (\$358,293 max.)		
116-109	CDBG Administration	\$ 324,248
344259	Fair Housing	\$ 34,045
	Total	\$ 358,293
Public Service - 15% cap of total available (\$268,720 max.)		
344469	Learn to Swim	\$ 15,000
344429	Senior Transportation	\$ 34,610
344489	Senior Nutrition	\$ 56,110
344419	Senior CARE	\$ 13,000
344640	Neighbor to Neighbor	\$ 50,000
344379	In Home Meal Delivery	\$ 25,000
344439	The Alliance (formerly the Winter Shelter)	\$ 45,000
344661	San Diego Children's Museum	\$ 5,000
	Escondido Education COMPACT	\$ 25,000
	Total	\$ 268,720
Uncapped Capital Improvement & Other Neighborhood Revitalization Activities - (No max.)		
344580	Code Enforcement	\$ 115,000
344359	Grants to Blocks	\$ 60,000
344500	Project Neat	\$ 50,000
344610	Graffiti Removal	\$ 90,000
338129	**Tulip St. Improvements (West Hillside)	\$ 325,000
	Creek Trail Fencing	\$ 310,000
	Old Escondido Lighting	\$ 214,453
	Total	\$ 1,164,453
	Total CDBG Allocations	\$ 1,791,466

Exhibit C

City of Escondido, Fiscal Year 2019-2020
CDBG Allocations
2019 HUD Allocation: \$1,824,482

Administration - 20% cap of allocation (\$364,896 max.)		
116-109	CDBG Administration	\$ 330,850
345259	Fair Housing	\$ 34,045
	Total	\$ 364,895
Public Service - 15% cap of total available (\$273,672 max.)		
345469	Learn to Swim	\$ 15,000
345429	Senior Transportation	\$ 34,610
345489	Senior Nutrition	\$ 56,110
345419	Senior CARE	\$ 13,000
345640	Neighbor to Neighbor	\$ 44,950
345379	Meals on Wheels In Home Meal Delivery	\$ 25,000
345439	The Alliance for Regional Solutions	\$ 45,000
345661	San Diego Children's Museum	\$ 5,000
	Voices for Children	\$ 10,000
	Neighborhood Improvement Planning Program	\$ 25,000
	Total	\$ 273,670
Uncapped Capital Improvement & Other Neighborhood Revitalization Activities - (No max.)		
345580	Code Enforcement	\$ 115,000
345359	Grants to Blocks	\$ 60,000
345500	Project Neat	\$ 50,000
345610	Graffiti Removal	\$ 115,000
344908	Old Escondido Lighting Project	\$ 380,917
342650	Street Light LED Retrofit Program	\$ 100,000
	Sidewalk Infill Program	\$ 150,000
	Ballfield Light LED Retrofit Program	\$ 190,000
	Boys & Girls Club Gym Repairs	\$ 25,000
	Total	\$ 1,185,917
Total CDBG Allocations		\$ 1,824,482