



COMMISSIONERS COURT CONTRACT FORM

CONTRACT SUMMARY

Approve and authorize the County Judge to sign revisions to the Project Completion Report (Form A1200) closing out the \$1,050,000 Colonia Self Help Center Program Contract with the Texas Department of Housing and Community Affairs (TDHCA) Contract No. 7218003; Contract No. 2023-0818.

ADDITIONAL BACKGROUND:

On December 3, 2018, Commissioners Court approved a \$700,000.00 Community Development Block Grant award from the Texas Department of Housing and Community Affairs (TDHCA)-Colonia Self Help Center Program (CSHC) to conduct numerous activities which included public services, home rehabilitation or reconstruction, mobile home replacement, and operation of a Tool Lending Library and Community Technology Center. (Contract No. 2018-0841)

On September 30, 2019, Commissioner Court approved Amendment 1, which increased the budget by \$350,000.00 for a total grant amount of \$1,050,000.00. (Contract No. 2019-0710)

On October 11, 2022, Commissioner Court approved Amendment 2, which extended the period of performance to April 11, 2023. (Contract No. 2022-0423)

After submitting the original Project Completion Report form, TDHCA instructed our staff to resubmit the Report under the most updated form. Commissioners Court action is needed to authorize the County Judge signature on the resubmittal of the CSHC Program Project Completion Report certifying the closeout of activities under this grant as requested by TDHCA. Additionally, other closeout changes were identified by TDHCA to page 6, Part IV-Financial Interest Report. Changes reflected on page 1, Part 1-General total budget, total grant funds expended, or total grant funds not utilized remain the same.

	Budget	Grant Funds Utilized	Grant Funds Not Utilized
Public Services	\$105,000.00	\$103,748.58	\$1,251.42
Residential Rehabilitation	\$160,000.00	\$900.00	\$159,100.00
Administration	\$157,500.00	\$88,630.76	\$68,869.24
Reconstruction	\$627,500.00	\$607,642.05	\$19,857.95
TOTAL:		\$800,921.39	\$249,078.61

Total grant funds expended were \$800,921.39 and total funds not utilized were \$249,078.61. The Program experienced several unforeseen internal and external setbacks during the contract term, mostly due to COVID pandemic and staffing challenges.

FISCAL IMPACT:

No fiscal impact for this item.

PRIOR COURT ACTION:

Contract No. 2023-0445. Agenda Consent Item No. 4-G. Completion Report-Form A1200.
Contract No. 2019-0710. Agenda Item No. 12; contract amendment 1
Contract No. 2022-0423. Agenda Item No. 4; contract amendment 2

RECOMMENDATION:

Approve and authorize the County Judge to sign revisions to the Project Completion Report (Form A1200) closing out the \$1,050,000 Colonia Self Help Center Program Contract with the Texas Department of Housing and Community Affairs (TDHCA) Contract No. 7218003; Contract No. 2023-0818.

BASIC CONTRACT DETAILS

CONTRACT NO.: 2023-0818

CONTRACT TITLE: Colonia Self-Help Center Program / Federal Award No B-17-DY-48-001 / TDHCA No. 7218003 / Yr 2018-2022 / Grant Closeout / TDHCA Form 1200

SECOND PARTY: State of Texas, Department of Housing and Community Affairs (TDHCA)

CONTRACT TYPE: Grant Modification

TERM AND BUDGET DETAILS

TERM:

EXTENSION OPTIONS:

EFFECTIVE DATE:

MOD EFFECTIVE DATE (If Applicable):

EXPIRATION DATE:

MOD EXPIRATION DATE (If Applicable):

EXTENSION DEADLINE DATE (If Applicable):

AMOUNT:

MOD AMOUNT (If Applicable):

APPROVALS

COUNTY ATTORNEY APPROVAL

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: Eric Bauer

LEGAL REVIEW: Approved as to Form as Submitted

LEGAL REVIEW NOTES (If Applicable):

DATE: 10/16/2023

DIRECTOR/DEPARTMENT HEAD APPROVAL

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

DIRECTOR/DEPARTMENT HEAD/DESIGNEE: Irene G. Valenzuela

DEPARTMENT CONTACT: Diana Marroquin

DEPARTMENT: Community Services

DATE: 10/16/2023