



City of Grand Island

Tuesday, December 22, 2020

Council Session

Item G-21

#2020-347 - Approving Change Order #3 - CDBG Small Business Rental Assistance Program Agreement Extension

Staff Contact: Amber Alvidrez

Council Agenda Memo

From: Amber Alvidrez, Community Development Division

Meeting: December 22, 2020

Subject: Approving Change Order No. 3 for CDBG Contract #2016- 4 – Small Business Rental Assistance Program

Presenter(s): Amber Alvidrez, Community Development

Background

The City Council awarded a contract, in the amount of \$35,000, for the CDBG-funded Small Business Rental Assistance Program, to the Downtown Business Improvement District (BID) on December 13, 2016 via Resolution No. 2016-304. The contract was fully executed on December 15, 2017. A Change order was approved by City Council on July 25, 2017 to change the original contract amount of \$35,000 by awarding an additional \$75,000 with a total of \$110,000.00.

Any changes to the contract require council approval.

Discussion

The Community Development Division is proposing a change to the contract with the Downtown BID. The proposed change is a time extension request, which reflects additional time needed to award the prior funding increase. The completion date for the contract was December 31, 2020. This request amendment would extend the agreement to March 15, 2021. Due to COVID-19 many businesses were closed for months throughout the 2020 year due to this, the Downtown BID saw a drop in numbers of businesses wanting to relocate or open in the Downtown area, as businesses have reopened the downtown businesses have received applications interested in using rental assistance funds as of December 1, Small Business Rental program had a remainder of \$21,890.00.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand.

The Council may:

1. Move to approve Change Order #3 for CDBG Contract #2016-4 – Small Business Rental Assistance Program
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve Change Order No. 3 for CDBG Contract #2016- 4 – Small Business Rental Assistance Program.

Sample Motion

Move to approve Change Order No. 3 for CDBG Contract #2016- 4 – Small Business Rental Assistance Program.



Change Order #3

PROJECT: Small Business Rental Assistance Program (2016-4)

CONTRACTOR: Downtown Business Improvement District

AMOUNT OF ORIGINAL CONTRACT: \$110,000

CONTRACT START DATE: December 15, 2016

Revision #1 – Contract Extension date

Notice to Proceed Date ----- January 6, 2017

Original Completion Date ----- June 15, 2018

Revised Completion Date ----- March 15, 2021

Contractor Downtown Business Improvement District

By _____ **Date** _____

Title _____

CITY OF GRAND ISLAND, NEBRASKA

By _____ **Date** _____
Mayor

Attest _____
City Clerk

RESOLUTION 2020-347

WHEREAS, on December 13, 2017 by Resolution No. 2016-304, City Council awarded a contract, in the amount of \$35,000, for the CDBG-funded Small Business Rental Assistance Program, to the Downtown Business Improvement District (BID); and

WHEREAS, Community Development Division staff has worked closely with the Downtown Business Improvement District and acknowledges the need for said contract changes; and

WHEREAS, there will be a budget change from \$35,000 to \$110,000, reflecting an increase of \$75,000; and

WHEREAS, an extension from December 31, 2020 to March 15, 2021 is necessary in order to complete the project; and

WHEREAS, the Community Development Division supports said contract extension.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the Mayor be, and hereby is, authorized and directed to execute Change Order No. 3 for CDBG Contract #2016- 4 – Small Business Rental Assistance Program

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Adopted by the City Council of the City of Grand Island, Nebraska, December 22, 2020.

Roger G. Steele, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
December 18, 2020	☐ City Attorney