



Amendment Face Sheet

Contract Number: 20-6221C-155
 Amendment Number: B

Washington State Department of Commerce
 Local Government Division
 Community Development & Assistance
 CDBG-CV1 and CDBG-CV2

1. Grantee Kitsap County Personnel & Human 614 DIVISION ST MS 23 PORT ORCHARD, WA 98366-4676		2. Grantee Doing Business As (optional) N/A	
3. Grantee Representative Bonnie Tufts, Block Grant Manager (360) 337-4606 btufts@kitsap.gov		4. COMMERCE Representative Seamus Davis, Project Manager PO Box 42525/1011 Plum St SE, Olympia, WA 98504-2525 (360) 485-2386 seamus.davis@commerce.wa.gov	
5. Original Grant Amount \$340,365.00	6. Amendment Amount N/A	7. New Grant Amount \$340,365.00	
8. Amendment Funding Source Federal: <input checked="" type="checkbox"/> State: <input type="checkbox"/> Other: <input type="checkbox"/>	9. Amendment Start Date Date of Execution	10. Amendment End Date 12/31/2024	
11. Federal Funds (as applicable): \$340,365.00	Federal Agency: U.S. Department of Housing and Urban Development	CFDA# 14.228	
12. Amendment Purpose: Six (6) month time extension to allow for completion of construction project now estimated to be complete November 2024.			

COMMERCE, defined as the Department of Commerce, and the Grantee, as defined above, acknowledge and accept the terms of this Grant As Amended and attachments and have executed this Grant Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant As Amended are governed by this Grant Amendment and the following other documents incorporated by reference: Attachment "A" –Scope of Work and Budget for Amendment B. A copy of this Grant Amendment shall be attached to and made a part of the original Grant between COMMERCE and the Grantee. Any reference in the original Grant to the "Grant" shall mean the "Grant as Amended".

<p>FOR GRANTEE</p> <p><i>Katherine T. Walter</i></p> <hr/> <p>Katherine T. Walter, Chair Board of County Commissioners</p> <p>5-13-24</p> <hr/> <p>Date</p>	<p>FOR COMMERCE</p> <p>DocuSigned by: <i>Mark Barkley</i></p> <hr/> <p>80312B04065C458... Mark K. Barkley, Assistant Director Local Government Division</p> <p>5/20/2024 12:19 PM PDT</p> <hr/> <p>Date</p> <p>APPROVED AS TO FORM ONLY</p> <p>Sandra Adix</p> <hr/> <p>Assistant Attorney General</p> <p>3/20/2014</p> <hr/> <p>Date</p>
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ATTACHMENT A — SCOPE OF WORK AND BUDGET
Grantee: KITSAP COUNTY
Contract No. 20-6221C-155 Amendment B

Section A: Project Description / Deliverable

Kitsap County is awarded a \$340,365 CDBG-CV2 Grant. These funds will be used to renovate a county-owned building to create a new shelter for homeless individuals to address COVID-19 impacts for all of Kitsap County. The county will contract with Kitsap Rescue Mission, a local non-profit, to operate the shelter. Access to these facilities will be open to all homeless individuals in Kitsap County who have been adversely impacted by COVID-19.

Total project costs are approximately \$7 million with other funding from Kitsap County’s HUD CDBG-CV; ARPA, and Homeless Housing Grants; and the state Commerce Shelter Program Grant.

The eligible public facility will benefit approximately 125 persons annually and target services to limited clientele with principally low-and moderate-incomes based on HUD’s presumed LMI benefit – homeless persons. CDBG-CV funded projects will prevent, prepare for, and respond to the coronavirus.

Section B: Project Activities, Milestones and Budget

CDBG Budget Code	Budget Amount	Project Activities <i>*Must complete each bulleted project activity to meet the corresponding milestone.</i>	Performance Milestones
21A General Admin.	\$0	<ul style="list-style-type: none"> Execute grant contract with Commerce. Establish administrative, financial, reporting, and record keeping systems. 	Before first payment request
		Payment requests: <ul style="list-style-type: none"> Once costs are approved, prepare and submit payment request and project status report to Commerce. Document receipt of grant funds and reimbursement of eligible costs. 	Not more than monthly First payment request within 270 days from contract execution
		<ul style="list-style-type: none"> Complete applicable civil rights requirements. 	Prior to Commerce’s on-site monitoring
		<ul style="list-style-type: none"> Resolve all monitoring issues with state CDBG-CV program. Grant activities are accomplished. Conduct a final public hearing to review project performance. Submit a CDBG-CV Contract Closeout Report. 	Before requesting final 5% of CDBG-CV award
		<ul style="list-style-type: none"> List CDBG-CV expenditures in your annual Schedule of Expenditures of Federal Awards and arrange an audit with the State Auditor’s Office to meet the Uniform Guidance (2 CFR Part 200). 	Before audit

Section B: Project Activities, Milestones and Budget (continued)			
CDBG Budget Code	Budget Amount	Project Activities <i>*Must complete each bulleted project activity to meet the corresponding milestone.</i>	Performance Milestones
03C Homeless Facilities	\$340,365	<ul style="list-style-type: none"> • Advertise for project administration and for engineering/architectural services; outreach to MWBE and encourage Section 3 local business participation. • Select engineer/architect, verify they and their subcontractors do not have an active exclusion record in the federal award system (SAM.gov) and include documentation in CDBG-CV file. • Contract for services. Include required federal provisions. 	Before first payment request for professional services
		<ul style="list-style-type: none"> • Complete the environmental review including required consultation and public notices, and prepare an environmental review record in compliance with NEPA requirements for CDBG. 	Before release of funds
		<ul style="list-style-type: none"> • Receive CDBG release of funds. • Complete final design and plans. • Obtain federal and state prevailing wage rates, and prepare bid documents in consultation with CDBG-CV project manager. • Advertise and solicit bids for construction; outreach to MWBE and encourage Section 3 local businesses. • Conduct bid opening. • Select contractor, verify they and their subcontractors do not have an active exclusion record in the federal award system (SAM.gov), and include documentation in CDBG-CV file. 	Before construction contract awarded
		<ul style="list-style-type: none"> • Award construction contract and provide Commerce with required notice to proceed documents. • Begin construction. • Review certified payrolls and submit to Commerce the first week labor standards package. 	Before first payment request for construction costs
		<ul style="list-style-type: none"> • Contractor and subcontractors complete weekly certified payrolls, and payrolls are reviewed for compliance with CDBG requirements. 	Weekly during construction
		<ul style="list-style-type: none"> • Regularly monitor engineering, weekly certified payrolls, and construction for compliance with applicable federal and state regulations, and conduct progress meetings. • Complete construction and conduct final inspection. • Conduct construction retainage release process. 	Before construction is considered complete
		<ul style="list-style-type: none"> • Meet the CDBG national objective of principally benefiting low- and moderate-income persons. • Accomplish HUD's outcome of increasing the availability and accessibility to a neighborhood homeless shelter to achieve HUD's objective of creating suitable living environments. • CDBG-CV funded activities will prevent, prepare for, and respond to the coronavirus. 	Approx. 125 LMI persons will begin receiving a benefit by 12/31/2024
		TOTAL: \$340,365	



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Debarred Contractors List

A debarred contractor may not bid on, or have a bid considered on, any public works contract. You can search and filter this list using the options presented below.





Company Name: Principal: From: To:
WA UBI Number: RCW: Penalty Due: Wage Due:
License Number:

[Download all debarment data](#)

Company Name	UBI	License	Principals	Status	RCW	Debar Begins	Debar Ends	Penalty Due	Wages Due
Showing 0 records									
There are no records that match your search criteria.									



For Commerce Internal Use Only

Name/Title	Routing Step	Action	
Section Manager	1	(approval)	^{DS}  3/20/2024 3:26 PM PDT
Budget Authorization	2	(approval)	^{DS}  3/21/2024 9:38 AM PDT
Program Manager	1	(cc)	N/A
Grantee Contact	3	(cc)	N/A
Grantee Signatory	3	(signature)	See Facesheet
CDA Interim Managing Director	4	(approval)	^{DS}  5/17/2024 3:22 PM PDT
Deputy Assistant Director	5	(approval)	^{DS}  5/20/2024 12:17 PM PDT
Assistant Director	6	(signature)	See Facesheet