

## Risk Review Form

<b>Contract/ Agreement Title</b>	First Amendment to the Specific Performance Agreement and a new Land Use Restriction Agreement with High Point Community Pride, Inc., d/b/a High Point Neighborhood Family Center for Community Development Block Grant funded facility improvements				
<b>Bid/Contract#</b>		<b>Granicus#</b>	19-743D	<b>Stars#</b>	19-22585
<b>Purchasing Contact:</b>		<b>PID #</b>		<b>Amount:</b>	\$16,480.00
<b>Department</b>	Planning / Comm Dvlp	<b>Project/Contract Mgr:</b>	Renea Vincent		
<b>Type of Contract</b>	Specific Performance Agreement			<b>Method of Review</b>	Granicus
<b>If PE to PE, \$768.28?</b>					

<b>JPA:</b>	Choose One	<b>Name of JPA:</b>	
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Required Coverages	Add'l Language / Exclusions	Limits	Justification
<b>Property</b>	Must name Pinellas County as Loss Payee	37,680 minimum building limit	SPA Agreement with Right of Reversion
Choose an item.			
Choose an item.			
Choose an item.			
Choose an item.			
Choose an item.			
Choose an item.			

**Date/Time/Comments:** 8/15/19 Approval and execution by the County Administrator of the First Amendment to the Specific Performance Agreement (Amendment) and of the Land Use Restriction Agreement (LURA) with High Point Neighborhood Family Center for facility improvements. This amendment provides an additional \$16,480.00, for a total Community Development Block Grant (CDBG) investment of \$37,680.00 for facility improvements. The High Point Neighborhood Family Center provides services to approximately 7,000 individuals residing within the Greater High Point neighborhood, a locally designated target area.

Total project costs based on competitive bids exceeded the original cost estimates at the time of project approval. This amendment extends the term of the Agreement to December 31, 2019, providing additional time for completion of renovations at the High Point Neighborhood Family Center. The new total CDBG investment of \$37,680.00 requires that a LURA be executed to restrict the property for a specified use and time period. Limit shown above reflects additional amount of property coverage due to increase in funding.

**NOTES:** The First Amendment to the Specific Performance Agreement will provide an additional \$16,480.00 in CDBG funding, increasing the total CDBG investment to \$37,680.00 and will provide additional time for completion of the project, by extending the term three (3) months from September 30, 2019 to December 31, 2019. As a result of the increased CDBG investment, a land use restriction must be placed on the property until December 31, 2024.

Bids for the project came back higher than anticipated. Additional funding is necessary to complete the project which brings the High Point Neighborhood Family Center property into compliance with the licensing requirements for the Pinellas County Licensing Board for Children's Center and Family Day Care Homes. The original estimated cost for the project was \$21,200.00. The new total investment of CDBG funding is \$37,680.00.

The original Agreement requires that performance under the Agreement be completed by September 30, 2019. The designated area for renovations overlaps with summer program activities and creates safety concerns for the children, as materials would be on the play area. The project start has been delayed to accommodate the summer programs taking place at the facility. On June 19, 2018, the Board executed Resolution 18-35, which approved the 2018-2019

*Please note: The Insurance & Contractual Risk Division reviews requests to assess risk, assign insurance requirements and provide compliance reviews for insurance certificates. However, this review does not imply approval for any event, purchase, service or project. It is the requestor's responsibility to obtain all necessary approvals.*

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Action Plan. An alternate project approved in the County's 2018-2019 Action Plan is the NRSA - Target Area Community Improvement Program. The High Point Neighborhood Family Center Rehabilitation Project falls under the NRSA - Target Area Community Improvement Program. On February 27, 2019, the County Administrator executed SPA CD18HPNFC, effective February 1, 2019 through September 30, 2019. Based on the initial total CDBG investment, a LURA was not required.

Initial Reviewer: <a href="#">Valerie Edmons</a>	Date 8/16/2019
2 <sup>nd</sup> Reviewer: <a href="#">Rick Kahler</a>	Date 8/16/2019
Manager Review:	Date Click to enter date.

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