

Adams County Community Development

CONTRACT AMENDMENT AND CHANGE ORDER APPROVAL

2016 ADAMS COUNTY CDBG FUNDING

Section 1. General Information

Project Name			Date
Code Enforcement, City of Federal Heights			2/16/2017
Agency			
2380 W 90 th Ave, Federal Heights, CO 80260			
Contact	Phone	Email	Fax
Tim Williams	(303) 412-3558	twilliams@fedheights.org	
Project Manager	Phone	Email	Fax

Section 2. Affected Areas

Check all that apply.			
<input type="checkbox"/> Project Start Date	<input checked="" type="checkbox"/> Project End Date	<input checked="" type="checkbox"/> Contract Amount	<input type="checkbox"/> Project Costs
<input type="checkbox"/> Project Scope	<input type="checkbox"/> Technology	<input type="checkbox"/> Major Deliverables/ Outcomes	<input type="checkbox"/> Roles/Responsibilities
An approved Change Control Request MUST accompany this form. If there are changes in the contract amount or contract completion date, at a minimum, REVISE: <ul style="list-style-type: none">• Project Plan• Project Schedule			

Section 3. Change Summary

Currently Recorded Dates/Costs				Requested Revisions to Dates/Costs			
Start Date	End Date	Contract Amount (2016)	Project Cost	Start Date	End Date	Contract Amount (2016)	Project Cost
3/1/2016	2/28/2017	\$58,000	Code Enforcement	3/1/2016	1/31/2018	\$62,000	Code Enforcement

Section 4. Project Budget Transfer (If Applicable)

Pgm Yr	Project Name	ACT #	Increase	Decrease	Balance
TOTAL					

Section 5. Justification Summary

In December 2016, after receiving unanimous consensus from Urban County members (cities of Brighton, Federal Heights, Northglenn and the Town of Bennett), Adams County Community Development formally requested the US Department of Housing and Urban Development to move its Community Development Block Grant (CDBG) program year from March 1 thru February 28 to July 1 thru June 30. By moving the program year, it allowed more time during more seasonal months for projects to be completed. HUD accepted the formal request on December 15, 2016.

Due to the program year change, amendments to the 2016 CDBG agreements must be made. In addition, this activity will need additional time beyond the end of the new program year (June 30, 2017) to accommodate the 2017 salary reimbursement for the Code Enforcement Inspector. The original agreement's term was March 1, 2016 to February 28, 2017 shall be extended to end on January 31, 2018. Lastly, due to having excess unexpended 2015 CDBG funds in the City of Federal Heights' Code Enforcement project, an additional \$4,000 will need to be reprogrammed into the 2016 Code Enforcement project budget.

ATTEST:

ADAMS COUNTY

BY:

BY:

ADAMS COUNTY, CO

CHAIR

DATE:

APPROVED AS TO FORM:

BY:

COUNTY ATTORNEY'S OFFICE

ATTEST:

CITY OF FEDERAL HEIGHTS

BY:

BY:

DATE:

APPROVED AS TO FORM:

BY:

CITY ATTORNEY'S OFFICE