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TO: Greg Schwarze, Chairman and Committee Members
Human Services Committee

FROM: Mary A. Keating, Director,
Department of Community Services

DATE: April 25, 2023

**SUBJECT: Community Development Block Grant – DuPage Care Center CD21-06
Water Heater and South Windows – Modification Three, 2nd Time
Extension**

Per policy, this item is presented for approval at the Human Services Committee. The Community Development Commission Executive Committee will receive notice of this action at their next regularly scheduled meeting.

Action Requested: Staff recommends the approval of Modification Three Agreement CD21-06 extending the agreement to August 31, 2023.

Details:

The CD21-06 project was initially awarded \$400,000 in funding on February 9, 2021, as part of Resolution HHS-R-0086-21. This was awarded as part of the Care Center's annual set aside which, at that time, was for \$400,000. Prior to entering into an agreement, the Care Center requested that a second, annual set aside be combined to make one larger project. This was approved on May 25, 2021, under Resolution HHS-R-0277-21 and brought the total award to \$800,000. The scope of the project is for replacing windows in the South Wing and installing a third water heater. The agreement was signed on August 24, 2021. On August 31, 2022, Modification One was approved by the Director of Community Services, extending the agreement to April 30, 2023. Per policy, a first-time extension may be approved at the Director level.

Modification Two was approved on January 10, 2023, via Resolution HS-R0025-23 for the purpose of increasing funding by \$400,297.00. This funding had originally been awarded to the Kenneth Moy DuPage Care Center under two other CDBG projects. Both projects had unexpended funds, and it had been requested that remaining funds be added to project CD21-06 to allow additional windows to be added to the scope of work.

The Care Center has requested Modification Three to the agreement. This would extend the agreement to August 31, 2023. As noted in the extension request memo, there have been delays in receiving custom sized windows that are not readily available. Facilities is working closely with the contractor and expect to have the windows delivered in May.