



Office of the City Manager

CONSENT CALENDAR

July 14, 2026

To: Honorable Mayor and Members of the City Council

From: Paul Buddenhagen, City Manager

Submitted by: Scott Gilman, Director, Health, Housing, and Community Services

Subject: Contract No. 32600032 Amendment: Building Opportunities for Self-Sufficiency (BOSS) for Public Facilities Improvements Program

RECOMMENDATION

Adopt a Resolution authorizing the City Manager, or designee, to amend Contract No. 32600032 with Building Opportunities for Self-Sufficiency (BOSS), increasing the amount by \$54,480 for a public facility improvement project for a total amount not to exceed \$249,480 with the contract end date of June 30, 2027.

FISCAL IMPACTS OF RECOMMENDATION

The Public Facilities Improvements Program is fully funded with Community Development Block Grant (CDBG) funds. Additional \$54,480 in funding is available in the previous years' unencumbered funds for the Public Facilities Improvements Notice of Funding Availability (NOFA) allocations in CDBG (Fund 128).

CURRENT SITUATION AND ITS EFFECTS

BOSS was awarded Public Facilities Improvements funds through the Program Year 2023 (Fiscal Year 2024) NOFA to rehabilitate its emergency shelter facilities at the Ursula Sherman Village (USV). BOSS was recently made aware of a critical safety issue with an electrical panel at the site during a property insurance inspection and is requesting to revise the scope of work for the project to address this safety issue. This amendment would provide additional funds to install a new, code-compliant electrical panel and for soft costs such as architect and engineer services.

The Housing Advisory Commission's (HAC) Public Facilities Improvements Ad Hoc Committee met on May 19, 2026, to review BOSS's proposed amendment and recommended to have it considered by the full HAC at its June 4, 2026, meeting. The full HAC met on June 4, 2026, and reviewed BOSS's application and passed a motion to recommend that City Council approve the additional \$54,480 allocation in CDBG funds available for the Public Facilities Improvements Program funding for the USV public facility improvement project.

Effective January 1, 2026, local agencies are required to satisfy noticing requirements for certain contracts for services that meet the criteria outlined in Government Code

Section 3504.1 as amended by AB 339. This project does not meet the criteria in Government Code Section 3504.1 and is exempt from the noticing requirement.

**BACKGROUND**

CDBG funds are used for public facilities located within Berkeley that are open to the public and serve low-to-moderate income Berkeley residents. Public facility projects have included health and safety repairs, improving accessibility and/or energy efficiency improvements. BOSS was originally awarded \$195,000 to enhance accessibility, safety, and functionality of the USV facilities, where BOSS operates an emergency shelter program for unhoused residents referred by the Alameda County Coordinated Entry System.

**ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS**

There are no environmental impacts related to amending the contract. A National Environmental Policy Act environmental review was completed for the proposed project, which concluded that the project would have no adverse effect on the human or physical environment.

**RATIONALE FOR RECOMMENDATION**

BOSS provides essential emergency shelter services to vulnerable community members who are experiencing homelessness. The proposed contract amendment aligns with the Public Facilities Improvements Program's objective to improve public facilities serving low- to moderate-income clientele by enhancing health and safety, accessibility, and/or energy efficiency.

**ALTERNATIVE ACTIONS CONSIDERED**

The Council may choose not to amend the contract. The City's capacity to provide emergency shelter services in a safe environment to people experiencing homelessness would be reduced without additional resources to address safety issues at the USV.

**CONTACT PERSON**

Jiro Arase, Associate Management Analyst, HHCS, (510) 981-7599

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 32600032 AMENDMENT: BUILDING OPPORTUNITIES FOR SELF-SUFFICIENCY (BOSS) FOR PUBLIC FACILITIES IMPROVEMENTS PROGRAM

WHEREAS, the City of Berkeley is an entitlement jurisdiction which receives annual allocations of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the City Council approved the allocation of Program Year (PY) 2023 CDBG funds to the Public Facilities Improvements Notice of Funding Availability (NOFA) via Resolution No. 70,830-N.S.; and

WHEREAS, Building Opportunities for Self-Sufficiency (BOSS) was awarded \$195,000 through the PY 2023 NOFA to enhance accessibility, safety, and functionality of the Ursula Sherman Village (USV), which is an emergency shelter program for single adults and families with children experiencing homelessness; and

WHEREAS, BOSS has applied for additional funds for the USV public facility improvement project and has a demonstrated need for eligible rehabilitation; and

WHEREAS, on June 4, 2026, the Housing Advisory Commission (HAC) reviewed BOSS's application and passed a motion to recommend that City Council approve the additional \$54,480 allocation in CDBG funds available for the Public Facilities Improvements Program funding for the USV public facility improvement project; and

WHEREAS, funding in the amount of \$54,480 is available in CDBG (Fund 128); and

WHEREAS, this contract is exempt from the noticing requirements set forth in Government Code Section 3504.1.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager, or designee, is authorized to amend Contract No. 32600032 with BOSS for Public Facilities Improvements Program, increasing the amount by \$54,480 for a total amount not to exceed \$249,480 with the contract end date of June 30, 2027.

BE IT FURTHER RESOLVED THAT the City Manager, or designee, is hereby authorized to execute all original or amended documents or agreements to effectuate this action; a signed copy of said documents, agreements and any amendments will be kept on file in the Office of City Clerk.

