



DEPARTMENT OF COMMUNITY RESOURCES
INTEROFFICE MEMORANDUM

TO: Board of County Commissioners of Calvert County, Maryland
VIA: Julian M. Willis, County Administrator
VIA: Jennifer Moreland, Director
FROM: Jacquelyn Culver, Community Resources Specialist
DATE: January 26, 2021
SUBJECT: CDBG – End Hunger in Calvert County Warehouse - Second Public Hearing

Background:

In July 2019, the Calvert County Government was awarded an \$800,000 Community Development Block Grant (CDBG) from Maryland Department of Housing and Community Development (DHCD) to support the construction of a 21,000 square-foot commercial-grade food distribution center in partnership with End Hunger in Calvert County, Inc.

Discussion:

Per the grant requirement, a second Public Hearing to provide the community with updates on the project's progress, as well as an opportunity for public comment, is necessary. The third Semi-Annual Progress Report, submitted to DHCD in early-January is attached for reference of the project's progress.

Fiscal Impact:

None

Conclusion/Recommendation:

The Department of Community Resources requests that the BOCC receive updates on the project's progress, accept public comment and, then, move to close the record.

Attachments:

- Semi-Annual Progress Report No. 3 for CDBG # MD-20-CD-21

Coordination:

- Office of the County Attorney

Approved for form
and legal sufficiency

to advertise for Public Hearings

Office of County Attorney

**MARYLAND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
SEMI-ANNUAL REPORT PUBLIC FACILITY**

REPORTING PERIOD			
X July 1 – December 31, 2020		January 1 – June 30, 2021	
SECTION I: PROJECT INFORMATION			
Grantee: Calvert County		Subrecipient: End Hunger in Calver County Inc.	
Project Name: End Hunger Warehouse	Grant #: MD-20-CD-21	Grant Start Date: July 19, 2019	Grant End Date: July 31, 2021
National Objective: Benefit to Low and Moderate Income Persons- Limited Clientele		Proposed Number of Beneficiaries (ALL): 15,000 Proposed LMI Beneficiaries: 14,700	
SECTION II: PROJECT PROGRESS			
Is the project on schedule? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Is this the final Semi-Annual Report for this project? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
		If final, what is the total leverage?	
Was a single audit required to be prepared during this reporting period? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		If yes, was a copy provided to the CDBG Program Director? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Did you conduct your official 2 nd public hearing meeting? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Did you send a copy of Maintenance Plan for approval prior to completion of activity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
SPECIAL REMINDER: Grantee should refer to the <i>Special Terms and Conditions</i> section found in "Exhibit A" and <i>Implementation Schedule</i> in "Exhibit C" of the grant agreement to see if the grant is on track. Will you be able to meet the expenditure deadline per Exhibit C of your Grant Agreement? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>			

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Discuss grant progress during the reporting period (July 1 – December 30, 2020) and, if applicable, discuss any problems or challenges:

During the third six months of the grant period for MD-20-CD-21, the CDBG project for the construction of a 21,915 square foot warehouse building for use for End Hunger in Calvert County, Inc.'s food distribution program providing food to local food banks and programs in Calvert, Charles, and St. Mary's counties, the following items have been accomplished:

- The COVID-19 pandemic created unique challenges in the community as social-distancing and prevention measures were implemented. Due to the COVID-19 pandemic beginning in March 2020, End Hunger in Calvert County redistributed energy to serve the hungry in Calvert County. In a temporary warehouse, End Hunger distributed, and continues to distribute, food and kid kits of shelf-stable kid-friendly food to families in need throughout the County. End Hunger distributed 434,444 meals since March 16, 2020. This program was done in partnership with Calvert County Government to address the increased need in food supportive-services as a result of COVID-19. End Hunger's staff had quickly shifted to telework to continue operating throughout the pandemic.
- After addressing COVID-19 concerns in early spring, fall 2020 brought progress for the End Hunger Warehouse project, as all permits and site plans were approved, contracts signed, and the project was ready to move forward.
- Construction officially began on Monday, December 14, 2020. Gradient Construction, LLC officially began construction on the warehouse site in mid-December. The contract with Gradient has a 180 day build clause, indicating that the building construction should be completed in summer 2021.
- Prior to construction, a debarment check was performed for SouthPaw Masonry (sub-contractor) and the addendum to the contract was submitted to DHCD. It was confirmed that there are no new hires for this project, no additional subcontractors at this time, and Labor Standards Posters were posted at the jobsite. An additional subcontractor might be used for the erection of the building, if this is to occur, an additional debarment check and addendum will be executed. The Community Resource Specialist's contact information is on the Labor Standards Posters to handle questions and concerns.
- Community Resources Specialist had a Davis-Bacon check in call with Gradient Construction to discuss payroll processes. A list of employees was provided to Calvert County Government and DHCD for review. First payrolls are expected in late-December or early-January depending on the holiday schedule.
- No beneficiaries were served during this time with CDBG funds, as construction has just begun. The first payment request for this project is anticipated to occur in early January 2021.

SECTION III: CONTRACT INFORMATION

Were contracts for construction or other services related to this project awarded during this reporting period? Yes No If yes, provide information below:


CONTRACTOR NAME	PURPOSE	AMOUNT	DATE CONTRACT SIGNED	SECTION 3		MBE/WBE	
				Yes	No	Yes	No
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

SECTION IV: GRANTEE CONTACT PERSON

Contact Name: Jennifer Moreland

Title: Director, Calvert County Department of Community Resources

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SEMI-ANNUAL REPORT PUBLIC FACILITY**

Phone Number: 410-535-1600 x 8801		Email Address: Jennifer.Moreland@CalvertCountyMd.gov	
SECTION V: CERTIFICATION OF CHIEF ELECTED OFFICIAL			
I certify that the information in this report is accurate and correct:			
Signature:  Earl F. Hance	Title: President	Date:	

Approved for Legal Sufficiency:

Approved for form
and legal sufficiency

Office of County Administrator

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SECTION VI: BENEFICIARIES-Please highlight beneficiaries who were served during the current reporting period.									
		Proposed Number of Beneficiaries (ALL): 15,000			Proposed Number of LMI Beneficiaries: 14,700				
Head of Household Last Name	# of Persons in Household	Head of Household Information			Income Level – Refer to HUD Income Limits Chart, which will be updated and provided annually				
		Race <i>*(use codes from list at bottom of page)</i>	Hispanic		Gender	Extremely Low Income (Up to 30% of median)	Low Income (30% to 50% of median)	Moderate Low Income (50% to 80% of median)	Above Low Income (over 80% of Median)
			Yes	No					
1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
2	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
Sub-Total for each reporting period	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	
Total Number of Unduplicated Beneficiaries served. This is cumulative for all years and based on proposed numbers above.	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	

***Race Codes: 11: White, 12: Black/African American, 13: Asian, 14: American Indian/Alaskan Native, 15: Native Hawaiian/Other Pacific Islander, 16: American Indian/Alaskan Native and White, 17: Asian and White, 18: Black/African American and White, 19: American Indian/Alaskan Native and Black/African American and White, 20: Other Multi-Racial.**