



CITY of NOVI CITY COUNCIL

**Agenda Item C
November 23, 2015**

SUBJECT: Approval of bid award to administer the 2015 Program Year for the Community Development Block Grant (CDBG) Minor Home Repair Program to Oakland Livingston Human Service Agency (OLHSA) in the amount of \$16,893.80.

SUBMITTING DEPARTMENT: Finance

CITY MANAGER APPROVAL:

EXPENDITURE REQUIRED	\$16,893.80
AMOUNT BUDGETED	\$77,505 (includes support of Novi Youth Assistance and the Minor Home Repair program)
APPROPRIATION REQUIRED	\$0
LINE ITEM NUMBER	264-264.00-891.000

BACKGROUND INFORMATION: Each community receiving CDBG funds must bid public service contracts annually in order to comply with the grant's procurement guidelines. Two proposals were received this year. As a component to the annual Housing and Community Development (HCD) Committee meeting the two bids from Oakland Livingston Service Agency (OLSHA) and Walkers Heating and Cooling, Inc were evaluated. Seeing that Walker Heating and Cooling, Inc. did not identify that they had experience administering Minor Home Repair programs and OLHSA has had significant experience, the Committee concluded to award the contract to OLSHA. OLHSA's proposal includes a 20% program administrative fee (which is the maximum allowable under this federal grant). This fee is assessed on the actual construction cost of each project successfully completed by OLHSA. OLHSA began administering Novi's Minor Home Repair program back in July 2002. The total allotted CDBG funds for Minor Home Repair is \$84,481.00 of which \$16,893.80 is administrative costs and \$67,587.20 is available for labor and materials.

RECOMMENDED ACTION: Approval of bid award to administer the 2015 Program Year for the Community Development Block Grant (CDBG) Minor Home Repair Program to Oakland Livingston Human Service Agency (OLHSA) in the amount of \$16,893.80.


	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Burke				
Council Member Casey				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				



A Community Action Agency

HELPING PEOPLE. CHANGING LIVES.

Community Action Since 1964 

Ronald B. Borngesser
Chief Executive Officer

Central Office

196 Cesar E. Chavez Avenue
P.O. Box 430598
Pontiac, MI 48343-0598

T 248.209.2600
F 248.209.2645

South Office

345 E. Nine Mile Road
Ferndale, MI 48220-1719

T 248.542.5860
F 248.542.5897
E info@olhsa.org

Livingston Office

2300 E. Grand River
Suite 107
Howell, MI 48843-7574

T 517.546.8500
F 517.546.3057
E livingston@olhsa.org

September 23, 2015

City of Novi
City Clerk Office
45175 Ten Mile Road
Novi, MI 48375-3024

Please find enclosed the proposal form for PY2015 CDBG Minor Home Repair Program and all the required documents.

As always, OLHSA looks forward to provide minor home repair services to the residents of Novi.

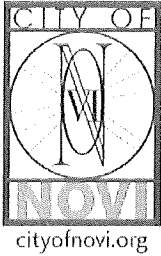
If you have any questions feel free to contact Gary Warsecke at 248-209-2764.

Sincerely,

Ronald B. Borngesser
Chief Executive Officer

RB/dr

Enclosure



CITY OF NOVI, MICHIGAN
ADMINISTRATION OF
CDBG MINOR HOME REPAIR PROGRAM

PROPOSAL FORM

We, the undersigned as proposer, propose to furnish to the City of Novi, according to the specifications, terms, conditions and instructions attached hereto and made a part thereof:

Description	% of Total Amount	Amount
Program Management/ Administration Fee	20 %	\$16,893.80
Labor & Materials	80 %	\$67,587.20
TOTAL	100 %	\$ 84,481.00

We acknowledge the following addenda: _____
 (please indicate addendum number)

COMMENTS: _____

Proposal submitted by:

Name (printed) Ronald Borngesser Title: Chief Executive Officer
 Company (Legal Registration) Oakland Livingston Human Service Agency
 Address 196 Cesar E. Chavez
 City Pontiac State MI Zip 48343
 Telephone 248-209-2600 Fax 248-209-2777
 E-mail ronb@olhsa.org

Signature *Ronald B. Borngesser* Date *9-24-15*

PROPOSAL FOR ADMINISTRATION OF
COMMUNITY DEVELOPMENT BLOCK GRANT
MINOR HOME REPAIR PROGRAM
PY 2015

Presented to:

THE CITY OF NOVI

Proposal Presented by:

OAKLAND LIVINGSTON HUMAN SERVICE AGENCY
196 Cesar E. Chavez, P.O. Box 430598
Pontiac, MI 48343-0598
(248) 209-2600

Ronald B. Borngesser, Chief Executive Officer

CDBG MINOR HOME REPAIR PROGRAM
FOR THE CITY OF NOVI
PY2015

INTRODUCTION AND BACKGROUND

For the past 51 years, the Oakland Livingston Human Service Agency (OLHSA) has carried out a wide array of programs to increase the self-sufficiency of and improve the quality of lives for low income households in Oakland and Livingston Counties. Among the programs provided are senior chore service, maternal and child health care, job training, energy and housing services, and preschool education. For the past 32 years, OLHSA has carried out energy and housing services such as heating assistance payments, weatherization, minor home repair, and major rehab, and more recently, first-time home buyer seminars, mortgage programs, financial management training, and affordable housing. These services have made OLHSA aware of the fact that as energy prices rise, and the state and federal resources are uncertain, additional local resources are needed to assure long term energy self-sufficiency and decent, safe homes for low to moderate income citizens.

Since 1972, OLHSA has weatherized over 17,172 homes in Oakland and Livingston Counties. Weatherization includes a whole-house energy audit, insulation of the attic, walls, and floor areas; major air sealing, and repair of windows, doors, and cracks in walls and ceilings, as well as a health and safety evaluation of the homes venting system and combustible appliances. Weatherization can also include repair and replacement of vent fan systems, furnaces, and hot water heaters, improving the health, safety, energy efficiency, and comfort of the home.

OLHSA has maintained and continues to work in a partnership with CLEAResult, ICF, and MCAAA administering the Energy Optimization (EO) program. This program is a direct benefit to all OLHSA clients, allowing them to receive additional energy efficiency improvements that would not be possible using just weatherization funding. These EO funds expand the number of households for whom we are able to provide upgraded furnaces, refrigerators, the installation of compact fluorescent light bulbs, and other energy saving devices.

OLHSA is proud to announce an updated initiative. Our Home Chore program that has been in service for over 20 years has expanded to become our Affordable Assistance Program. Through high-quality service provided at very competitive rates, Affordable Assistance makes life a little easier for our customers. Seniors living alone can increase or maintain their independence, busy families worry less about the little tasks, and others are simply grateful that someone else is doing the work. The best part is that the profit from Affordable Assistance goes straight to helping OLHSA provide the free services desperately needed by so many of our struggling neighbors. By hiring Affordable Assistance, customers are giving back to the community. The more work Affordable Assistance performs, the more people in-need OLHSA can help.

CAPACITY AND EXPERIENCE

Under its current PY2014 grant with Novi, OLHSA has completed 3 homes. There are another 17 units on a waiting list, showing the critical need for minor home repairs. In addition, during 2013-2015, OLHSA has leveraged over \$26,500 to provide weatherization services for homes in the Novi CDBG Minor Home Repair Program. OLHSA has been delivering high-quality Minor Home Repairs through the CDBG program to Novi residents for many years. Since 2002, OLHSA has served 180 households in Novi with more than \$625,000 for minor home repairs. These Minor Home Repair funds are used to improve the health and safety of homes and are used for repairs that are not

covered by other funding sources. By combining these funds with an additional \$280,000 in weatherization funds, these homeowners are now living in more comfortable and energy efficient homes, lowering their utility bills and helping them stretch their limited incomes even further, improving the lives of everyone in the family.

For the 2012-2013 grant year, OLHSA provided CDBG Minor Home Repair for Novi and West Bloomfield Township, as well as CDBG Minor Mobile Home Repair for Commerce Township, Oakland Township, and the Charter Township of Oxford. In these municipalities a total of 29 homeowners received minor home or minor mobile home repairs using grants totaling \$132,211, which also leveraged more than \$75,500 in weatherization funding. Of the families who received CDBG Minor Home and Minor Mobile Home Repairs, 54% included older adults, 27% included disabled persons, and 37% included children.

Beginning April 22, 2010, the federal government issued a new regulation (40CFR part 745, subpart E) regarding repair on homes containing lead-based paint. To be in compliance with this new regulation, additional work and involvement of certified inspectors and contractors is required. OLHSA's Community & Energy Services Division has taken the lead in lead inspection/risk assessment.

OLHSA has an inspection team that includes a certified lead inspector/assessor, a licensed builder, and an inspector with the Housing Quality Standards training provided by Michigan State Housing Development Authority (MSHDA). All inspectors are qualified state weatherization inspectors trained in the use of air quality and pressure diagnostic equipment and furnace testing equipment to assure the health and safety of every home receiving any services. Additionally all of OLHSA's auditors are Michigan Occupational Safety and Health Administration (MIOSHA) certified and have Green and Healthy Homes Initiative Certification.

The office personnel include oversight by Dayna Swindell, Community & Energy Services Director and Gary Warsecke, Associate Director of Weatherization & Community Services; inspection by Michael Smith, Energy Diagnostics Inspector; and business operations by David Kosinski, Business Operation Coordinator. OLHSA has a fully staffed financial department responsible for more than 70 different programs including many years of experience in a variety of CDBG programs both for the county and several municipalities.

OLHSA maintains full insurance coverage as an agency, including worker's compensation, general liability, automobile liability, and protective liability as required. In addition, all sub-contractors who provide weatherization and/or rehab services are required to maintain full insurance coverage. All contractors are required to complete the DOE Lead Safe Work Practices training and EPA Renovation Repair and Painting certifications.

Based upon past and current program activities, OLHSA can assure the effective and efficient delivery of CDBG funded minor home repair services, both in administration and technical applications.

PROPOSED PROGRAM

OLHSA will provide minor home repair for between 12 and 15 homes in the City of Novi depending on the scope of services required at a cost from \$1,000 to \$5,000 (One thousand to five thousand dollars and no cents) per unit for a total contract of \$84,481.00 (including 20% for program management). OLHSA is familiar with all aspects of CDBG requirements, including client eligibility, contractor procurement, and financial and programmatic reporting, and will be in compliance with said requirements for the duration of the project. Where possible for eligible units, OLHSA will leverage funding from its weatherization program, including the Department of Energy Weatherization Assistance Program (DOE WAP).

All clients will be invited to participate in energy education classes offered by OLHSA. They will receive a comprehensive needs assessment through our Welcome Center, where they will be introduced to the variety of services provided by other departments at OLHSA, including Senior Aid Job Training, AIDS Support Services, and Emergency Needs Services, Maternal Health Advocacy, Head Start, Food Commodity Distribution, MSHDA Links to Homeownership (including Housing Counseling, Credit Repair, Financial Management and Economic Literacy) and other appropriate services.

BUDGET

The following is a general breakdown of the minor home repair budget.

Program Management (20%)	\$ 16,893.80
Labor/Material (80%)	<u>\$ 67,587.20</u>
TOTAL (100%)	\$ 84,481.00

CONCLUSION

OLHSA will effectively deliver a CDBG Minor Home Repair to low and moderate income residents of the City of Novi. By linking this program to the Department of Energy Weatherization Assistance Program as well as available utility and Department of Human Services Energy programs when applicable, these clients will receive the maximum benefit of energy cost saving and home repair services to provide healthy, safe, and decent homes for residents of the City of Novi. In addition, clients will be referred as needed to the wide range of services available through OLHSA's community services, senior and Head Start programs, providing a holistic approach for each household and family served.

OLHSA
NOVICDBG.rfp

9/15DR



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/14/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Huttenlocher Group 1007 W. Huron Street Waterford, MI 48328	CONTACT NAME: PHONE (A/C, No, Ext): (248) 681-2100	FAX (A/C, No):	
	E-MAIL ADDRESS:		
INSURED Oakland Livingston Human Service Agency P.O. Box 430598 Pontiac, MI 48343-0598	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Citizens Insurance Co.		
	INSURER B : Allmerica Financial		
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

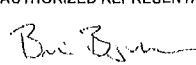
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			Z7B888493805	10/01/2015	10/01/2016	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input checked="" type="checkbox"/> Professional Liab.						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Physical/Sex Abuse						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
B	AUTOMOBILE LIABILITY			AWB8884941	10/01/2015	10/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		U7B8884940	10/01/2015	10/01/2016	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 5,000,000
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
A	Crime			BDH1852398	10/01/2015	10/01/2016	Employee Dishonesty 1,000,000
A	Crime			BDH1852398	10/01/2015	10/01/2016	Forgery 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The City of Novi, it's officers, agents and employees are additional insured on the general liability as respects the operations of the named insured 30 days notice of cancellation-10 day notice for non payment

CERTIFICATE HOLDER

CANCELLATION

City of Novi Carol Kalinovik Purchasing Director 45175 West 10 Mile Rd Novi, MI 48375-3024	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



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PRODUCER The Huttenlocher Group 1007 W. Huron Street Waterford, MI 48328	CONTACT NAME:	FAX (A/C, No.):
	PHONE (A/C, No, Ext): (248) 681-2100	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Citizens Insurance Co.	NAIC #
INSURED Oakland Livingston Human Service Agency P.O. Box 430598 Pontiac, MI 48343-0598	INSURER B : Allmerica Financial	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			AWB8884941	10/01/2015	10/01/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$			U7B8884940	10/01/2015	10/01/2016	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Crime			BDH1852398	10/01/2015	10/01/2016	Employee Dishonesty 1,000,000
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CERTIFICATE HOLDER

CANCELLATION

City of Novi Carol Kallnovik
Purchasing Director
45175 West 10 Mile Rd
Novi, MI 48375-3024

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Boi. Brown

Director
Paul Gambka

Chief
Debbie Miller

*Township of Rose
Oakland County
Michigan*

Assistant
Tina Stroup

Assistant
Teresa Hart
Oliver Gohlschelder

September 9, 2013

City of Novi
City Clerk's Office
45175 W. Ten Mile Road
Novi, MI 48375

RE: Reference Letter of Experience with OLHSA and CDBG Minor Home Repair Program

Dear Sir or Madam:

Rose Township Board of Trustees, is writing this letter of support for OLHSA, a Community Action Agency, for OLHSA's work with the Community Development Block Grant Program for Minor Home Repairs. Many of our residents have benefited from OLHSA's work in the Minor Home Repair Program, along with the other programs OLHSA is able to provide.

OLHSA has consistently been able to manage and administer the Minor Home Repair program for our homeowners. They adhere to the guidelines for securing well-qualified contractors to bid on the work required, while following all CDBG regulations and requirements.

When OLHSA provides Minor Home Repairs they also leverage many other services to help improved the health, welfare, safety, and comfort of our homeowners and their families.

We strongly support OLHSA to receive funding to provide CDBG Minor Home Repair funding.

Sincerely,


Paul Gambka
Rose Township Supervisor



CHARTER TOWNSHIP OF OXFORD

300 Dunlap Rd.
P.O. Box 3
Oxford, Michigan 48371-0003
Phone 248/628-9787 Fax: 248/628-8139

September 10, 2013

City of Novi
City Clerk's Office
45175 W. Ten Mile Road
Novi, MI 48375

RE: Reference Letter of Experience with OLHSA and CDBG Minor Home Repair Program

Dear Sir or Madam:

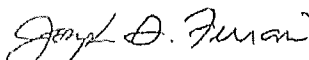
I, Joseph G. Ferrari, Oxford Township Treasurer, am writing this letter of support for OLHSA, a Community Action Agency, for OLHSA's work with the Community Development Block Grant Program for Minor Home Repairs. Many of our residents have benefited from OLHSA's work in the Minor Home Repair Program, along with the other programs OLHSA is able to provide.

OLHSA has consistently been able to manage and administer the Minor Home Repair program for our homeowners. They adhere to the guidelines for securing well-qualified contractors to bid on the work required, while following all CDBG regulations and requirements.

When OLHSA provides Minor Home Repairs they also leverage many other services to help improve the health, welfare, safety, and comfort of our homeowners and their families.

We strongly support OLHSA to receive funding to provide CDBG Minor Home Repair funding.

Sincerely,


Joseph G. Ferrari, Treasurer
Oxford Charter Township

September 6, 2013

City of Novi
City Clerk's Office
45175 W. Ten Mile Road
Novi, MI 48375

RE: Reference Letter of Experience with OLHSA and CDBG Minor Home Repair Program

Dear Sir or Madam:

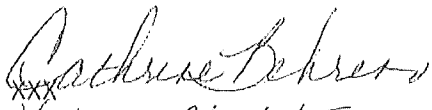
We, Cathrene Behrens & Jerry Walker, are writing this letter of support for OLHSA, a Community Action Agency, for OLHSA's work with the Community Development Block Grant Program for Minor Home Repairs. Many of our residents have benefited from OLHSA's work in the Minor Home Repair Program, along with the other programs OLHSA is able to provide.

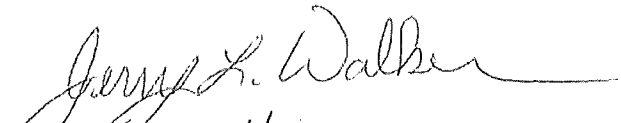
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When OLHSA provides Minor Home Repairs they also leverage many other services to help improve the health, welfare, safety, and comfort of our homeowners and their families.

We strongly support OLHSA to receive funding to provide CDBG Minor Home Repair funding.

Sincerely,


Village Clerk/Treasurer
Holly, Michigan


Village Manager

THE CHARTER TOWNSHIP OF COMMERCE

THOMAS K. ZONER
SUPERVISOR
VANESSA MAGNER
CLERK
SUSAN L. GROSS
TREASURER

2000 TOWNSHIP DRIVE
COMMERCE TOWNSHIP, MICHIGAN 48390
(248) 624-0110
www.commercetwp.com

TRUSTEES
BOB BERKHEISER
ROBERT J. LONG
DAVID LAW
RICK SOVEL

September 6, 2013

City of Novi
City Clerk's Office
45175 W. Ten Mile Road
Novi, MI 48375

RE: Reference Letter of Experience with OLHSA and CDBG Minor Home Repair Program

Dear Sir or Madam:

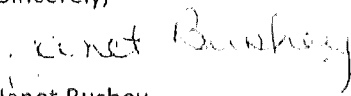
We, the Charter Township of Commerce, are writing this letter of support for OLHSA, a Community Action Agency, for OLHSA's work with the Community Development Block Grant Program for Minor Home Repairs. Many of our residents have benefited from OLHSA's work in the Minor Home Repair Program, along with the other programs OLHSA is able to provide.

OLHSA has consistently been able to manage and administer the Minor Home Repair program for our homeowners. They adhere to the guidelines for securing well-qualified contractors to bid on the work required, while following all CDBG regulations and requirements.

When OLHSA provides Minor Home Repairs they also leverage many other services to help improve the health, welfare, safety, and comfort of our homeowners and their families.

We strongly support OLHSA to receive funding to provide CDBG Minor Home Repair funding.

Sincerely,


Janet Bushey
CDBG Coordinator