



Monday, February 10, 2025

Housing and Federal Grants Division 2024 - 2025 Application for Funding Community Development Block Grant Program

This application is for nonprofit organizations and government entities in Marin County, California who would like to apply for federal Community Development Block Grant program funds for Public Services or Community Infrastructure/Capital Improvements. Please refer to the [Application Guidelines](#) released on January 22, 2024 for detailed information about qualifications and application requirements. Applicants may use this [prep tool](#) for the long-form questions in order to save their responses and copy/paste into this application.

The deadline to apply is **5:00 p.m. Friday, February 16**. Applicants will receive a copy of their submitted application to the email address entered.

Indicate type of project. If your project allows, you may apply under multiple categories. (See Application Guidelines for more information)

Community Infrastructure/Capital Improvements(CDBG)

Organization (Fiscal Sponsor) General Information

Organization (Fiscal Sponsor)/Agency Name

Homeward Bound of Marin

Mailing Address

1385 North Hamilton Parkway
Novato, California, 94949

Website (if applicable)

www.hbofm.org

Organization DUNS#

949337059

Executive Director/CEO

Paul Fordham

Email Address

info@hbofm.org

Phone Number

(415) 382-3363

Project General Information

Program/Project Name

New Beginnings Center Infrastructure Repairs and Improvements

Program/Project Site Address

1399 North Hamilton Parkway
Novato, California, 94949

CDBG Funding Amount Requested (Minimum request amount: \$15,000)

571150

Application Contact Person

Corry Kanzenberg

Title of Contact Person

Development Director

Contact Email Address

ckanzenberg@hbofm.org

Contact Phone Number

(415) 382-3363

To determine if your project is located in a Special Flood Hazard Area as indicated by FEMA, visit [FEMA Flood Map Service Center](#). (Save a copy of the Dynamic Map and upload at the end of this application.)

Is this project located in a Special Flood Hazard Area as indicated by FEMA?

No

For CDBG Public Facilities/Improvements applications, if the project is located in a **Regulatory Floodway it is not eligible for funding**. Public Facilities/Improvements projects located in a Special Flood Hazard Area require flood insurance to qualify for funding.

Project Specifics

Planning Areas Served: Indicate what geographic area(s) the requested funding will serve.

Novato

Is your organization receiving other County of Marin funding for this project?

No

Organizational Overview: Provide a brief description of your organization including mission, programs, number of clients served, etc.

Thank you very much for this opportunity to apply for CDBG funds to carry out \$571,150 in infrastructure repairs and improvements at Homeward Bound's existing New Beginnings Center (NBC) emergency shelter.

Founded in 1974, Homeward Bound is the leading provider of shelter and supportive housing for people experiencing homelessness in Marin County, including veterans, families, seniors, and people who struggle

with mental health issues or disabilities.

Our mission of “opening doors to safety, dignity, hope, and independence,” is coupled with a vision that “everyone deserves a place to call home.”

Last year, Homeward Bound served 981 people, including 245 family members and 736 single adults. Safe and dignified living accommodations are paired with individualized counseling and an array of social and employment services to help people secure housing, achieve self-sufficiency, regain their independence, and lead fulfilling lives. Last year, our programs and services ensured 81% of families and 63% of adults exited Homeward Bound for housing opportunities.

Homeward Bound has grown steadily over the years in response to the demand for housing and services, and our annual agency budget, now over \$15 million, has kept pace. Our workforce has also expanded each year so that we now employ a highly diverse, experienced, and skilled staff of 75 full-time and 27 part-time individuals—a full 56% of whom have lived experience of homelessness—who are engaged in program activities, support services, housing assistance, job training, and social enterprises.

A key reason for Homeward Bound’s forward progress has been the sustained and consistent leadership of a highly committed and engaged Board of Directors, including persons with lived experience, varied passions, perspective, and skills. In addition, a three-person leadership team brings more than 70 years of relevant experience and a proven track record of collaboration and success. This team includes our Chief Executive Officer, Chief Operating Officer, and Chief Program Officer.

Homeward Bound has self-managed residential sites since its founding in 1974. Today, the agency operates, manages, and maintains facilities for 20 distinct residential programs with 597 combined beds of emergency shelter, transitional housing, and permanent supportive housing (PSH).

Project Description: Provide a detailed scope of work including services to be provided and/or development activities to be engaged. Describe how this project will benefit the community.

The 80-bed NBC is Marin’s largest emergency shelter for unhoused adults and has served as a critical pathway to housing for hundreds of individuals annually. The adjacent Next Key Center (NKC) commercial kitchen/training facility provides 15,000 donated meals per month, and doubles as a Red Cross meal provision site for the community in the event of a disaster.

Overall Description: The funding requested will be used to replace NBC’s aging roof, thereby protecting and prolonging the useful life of the building, and to repaint the interior and exterior, thereby protecting the wood siding and trim and enhancing the shelter’s attractiveness and appearance within the Hamilton neighborhood. In addition, funds will be used to replace aging, uneven shower pans/floors in the shared bathrooms, thereby improving drainage, sanitation, and safety for residents. Finally, funds will be used to provide a complete emergency generator backup system serving both NBC and NKC, thereby ensuring facility and program operations during any kind of power outage or disaster.

NBC Roofing - Attached please find two roof replacement quotes. The Apollo Roofing quote is for \$162,350 and the Miranda’s Roofing quote is for \$129,500. The scope of work includes labor and materials for permitting; removal of the old roof down to the wood; repairing any wood rot or damage; installing a new roof underlayment, asphalt shingles, and new metal parts as needed; replacing damaged gutters and leaf guards; and cleaning up and hauling away all debris.

NBC Exterior/Interior Painting - Attached please find a quote for \$158,800 from M.K Adams Painting. The scope of work includes labor and materials for power washing, scraping, cleaning, caulking, and preparing all surfaces, doors, windows, and surrounding areas; priming and painting interior and exterior siding, base boards, window sills, doors, wood columns, fencing, gutters, and down spouts; and removal and disposal of all debris.

NBC Shower Pans/Floors - Attached please find a quote for \$14,870 from Terranova Construction. The scope of work includes labor and materials for site preparation; demolition and removal of the old showers including all materials; plumbing work including relocating the drain, installing a temperature valve, and installing an appropriately sloped shower pan; and tile work including installing new shower walls and shower pan tile.

NKC/NBC Emergency Generator Backup System - Attached please find a quote for \$235,130 from Reyff Electric. The scope of work includes labor and materials for complete design package to submit to Novato and BAAQMD; installation of new gas line from the main meter; installation of complete sound wall and gate around the generator system; and installation, testing, and training for the complete generator system including 600 amp panel, auto transfer switch, 150 kw 120/208 volt generator, and all related cement, rebar, and trenching.

The above repairs and upgrades are necessary to extend the life and utility of NBC and NKC in serving people experiencing homelessness and meeting community disaster preparation and response needs.

Select HUD National Objective to be achieved with funding. Check all that apply.

Activities benefiting low and moderate-income persons. (LMI)

Activities benefiting low and moderate area. (LMA)

All projects funded are required to Affirmatively Further Fair Housing (AFFH) which is defined as taking "meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics."

How will this project Affirmatively Further Fair Housing?

Affirmatively Furthering Fair Housing: This project will affirmatively further fair housing through steps to address longstanding patterns of segregation, discrimination, and disinvestment, including the implementation of an Affirmative Marketing Plan specific to this project, and by offering additional integrated housing opportunities in Marin outside an area of racially and ethnically concentrated poverty.

Shelter and housing information will be provided for Limited English Proficiency persons to ensure timely, and meaningful access, including bilingual staff who will provide verbal interpretation and written translation, as well as translated program contracts, flyers, and policies.

A staff data analyst will report on project and organizational demographics to identify populations receiving services, and those not receiving services, and inform steps needed to additionally advance goals to affirmatively further fair housing.

Applicants and program participants are treated equally and provided with the same high quality of service and equal housing opportunities. Homeward Bound complies fully with all federal, state, and local nondiscrimination laws, adhering to rules and regulations governing fair housing, civil rights, and equal opportunity in housing, which includes prohibiting discrimination in housing on the basis of race, color, religion, sex, national origin, age, familiar status, or disability.

Conducting Affirmative Marketing: This project will conduct affirmative marketing through implementation of an Affirmative Marketing Plan. The Plan for this project outlines targeted outreach to demographic groups least likely to apply for the shelter proposed by this application: individuals who are Black or African American, Hispanic or Latino, or persons with disabilities.

Homeward Bound affirmatively markets its shelter, housing, and services by communicating all openings directly to staff of partner agencies that extensively serve traditionally underserved, underrepresented communities, such as the Marin City Development Corporation, Canal Alliance, Marin Asian Advocacy Project, Spahr Center, Community Action Marin, St. Vincent de Paul Society of Marin, Marin Center for Independent Living, Vivalon, and Marin County Health and Human Services. In addition, the agency regularly communicates its openings during meetings of collaborative groups, such as the Continuum of Care and Marin Volunteers Active in Disasters (VOAD), both of which include representation from the San Rafael Canal area, Marin City, and West Marin. Finally, Homeward Bound announces its new shelter and housing opportunities through the agency website, weekly newsletter, and social media.

More recently Homeward Bound has conducted research to identify tailored means of advertising, including newspapers, radio stations, TV stations, internet and social media, and bulletin boards best suited to reaching African American, Latinx, and Disability communities, and has identified specific affirmative marketing evaluation and training approaches. With this information, Homeward Bound has developed a number of written Affirmative Fair Housing Marketing Plans, including one for this project.

All marketing materials will be inclusive, culturally sensitive, and representative of the demographics of the target groups identified in the Affirmative Marketing Plan. The Equal Housing Opportunity logo will be included on all notices, and marketing materials, and the HUD Federal Fair Housing poster will be displayed on the property making it readily apparent to all persons seeking shelter accommodations.

All projects funded are required to conduct Affirmative Marketing. For more information about affirmative marketing, visit the [Marin County Federal Grants website](#) and scroll down to the Affirmative Marketing panel.

Refer to the [Current Marin County Income Limits](#) to determine income level for use in the table below.

Approximately how many moderate, low, very low and extremely low-income persons will directly benefit from the program/project? Projects that support low-income persons will be prioritized.

	Number
Moderate Income	0
Low Income	0
Very Low Income	0
Extremely Low Income	190
TOTAL	190

Notes or clarifying information on the unit count:

NBC's 80 beds serve an average of 190 adults experiencing homelessness per year, all of whom are extremely low income.

How does your organization verify client income? Income verification is required except if the client is presumed benefit by HUD. Presumed benefit applies to abused children, battered spouses, the elderly, adult persons with serious disabilities, the homeless, illiterate persons, and migrant farm workers.

Homeward Bound has a process for verifying client income initially and at least annually. The purpose is to determine eligibility for programs and to determine the client's monthly occupancy fee towards a housing unit. Occupancy fees for housing are 30% of the client's monthly adjusted income. There are no occupancy fees for emergency shelter. To calculate the client's monthly adjusted income, clients must complete an income verification checklist and submit all supporting documentation i.e. paycheck stubs, General Assistance/General Relief statements, Social Security Disability Income statements, Supplemental Security Income statements, and/or benefits documentation from the Veterans Administration. After the income verification checklist and supporting documents are collected and reviewed, a Homeward Bound finance associate uses the HUD Income & Resident Rent Calculation Worksheet to determine the client's rent contribution, if applicable.

This process is repeated annually in line with requirements of the CoC Interim Rule. As a housing lease

agreement condition, clients must agree to supply the information or documentation necessary to verify their income. Also, clients must provide the landlord with information at any time regarding changes in income or other circumstances that may result in changes to the client 's rent contribution.

Estimate the demographics of moderate, low, very low, and extremely low-income persons who will directly benefit from the program/project. The total number of beneficiaries should equal the total in the previous questions.

	Total Number of Persons	Number Identifying as Hispanic
American Indian or Alaskan Native	27	27
Asian	0	0
Black or African American	49	0
Native Hawaiian or Other Pacific Islander	0	0
White	101	0
American Indian and White	0	0
Asian and White	0	0
Black and White	0	0
American Indian and Black	0	0
Multi-Racial	13	0
TOTAL	190	27

Total Number of Persons (Must equal total identified under income level)

190

Total Number Identifying as Hispanic

27

Female-Headed Households (out of above total)

53

Persons with Disabilities (out of above total)

44

Notes or clarifying information on the unit count:

An estimated 190 persons will be served in the 80-bed NBC emergency shelter over the course of the program year. The estimated average length of stay will be 135 days.

PROJECT MANAGEMENT & FINANCIAL DATA

If your project or organization was funded previously, list past project(s), goals, and accomplishments/activities.

The Community Development Agency's ongoing partnership and support has been critical to the success of Homeward Bound's efforts to develop and implement new housing, shelter, and service facilities for ending homelessness. Key goals and accomplishments have included: (1) helping fill the funding gap for all of our development projects; (2) indirectly helping to fill gaps by signaling County support for the project to other important funders, such as MCF and the State of California; and (3) strengthening the County and Homeward Bound's long-term collaboration around joint goals for providing new PSH, interim

housing, and services for families, seniors, veterans, and adults experiencing homelessness.

Key accomplishments/activities have included supporting the creation of 226 new beds as follows:

1. Next Key Center development, 33 beds of transitional housing for adults and families and 6 beds of emergency medical respite for people leaving hospital care, completed in 2008.
2. Oma Village development, 35 beds of PSH for families, completed in 2016.
3. King Street Senior Housing rehabilitation, 12 beds of affordable housing for senior adults, completed in 2018.
4. Casa Buena development, 18 beds of PSH for adults, completed in 2022.
5. Jonathan's Place development, 32 beds of PSH for adults and 40+ beds of emergency shelter, completed in 2022.
6. Puett Place development, 24 beds of PSH for veterans, completed in 2024.
7. Sweeney Place development, 26 beds of PHS for adults and families entering the workforce, completed in 2024.

In addition, the Community Development Agency partnership and funding supported the completion of the NKC culinary training and events space in 2008.

If your agency has remaining funds previously approved, please describe the timeline for expending the fund balance.

Over the years, Homeward Bound has received various CDBG, HOME, and affordable housing trust grants from Marin County Community Development Agency. All of these previous awards have been fully expended.

In addition, Homeward Bound regularly receives County Health and Human Services Agency funding for ongoing services and operations of emergency shelter and housing programs. All such prior grants have been fully expended and current grants are on track for full expenditure within their contract timelines.

Describe your organization's experience with administering grants and specifically federal grants.

Homeward Bound has extensive and long-term experience administering federal grants, including CDBG and HOME, Continuum of Care (CoC), Emergency Solutions Grants (ESG), VA Grant Per Diem (GPD), and Medicaid/Medi-Cal-funded CalAIM funding. As mentioned earlier, Homeward Bound has successfully used substantial CDBG and HOME funding for development of various PSH, interim housing and service projects. For many years, Homeward Bound has been awarded multiple annual CoC grants to operate PSH projects and has received multiple annual ESG grants to operate family emergency shelter. Until recently, the agency received roughly \$200,000 per year in VA grant per diem funds for veteran-designated transitional housing. And finally, Homeward Bound now participates successfully in Medi-Cal billing for services through the CalAIM program.

Homeward Bound has also successfully administered significant grants from a broad variety of non-federal sources to support a range homeless housing and service activities. The following are examples:

- STATE/LOCAL: Veterans Housing and Homelessness Prevention Program, Homeless Emergency Aid Program, Homeless Housing and Assistance Program, No Place Like Home, Housing for a Healthy CA, Marin County, City of Novato, and City of San Rafael
- PRIVATE FOUNDATIONS: Marin Community Foundation, Tipping Point Community, Tamalpais Pacific, William G. Irwin Charity Foundation, and others.
- CORPORATE AND PRIVATE GIFTS: MarinHealth, Kaiser Permanente, Wells Fargo, Bank of America, and numerous private community donors.

What experience do you have with complying with Davis-Bacon prevailing wage and procurement requirements?

Homeward Bound has significant and long-term experience complying with Davis-Bacon prevailing wage requirements. For example, we have extensively addressed and complied with Davis-Bacon requirements in our housing development projects, including NKC, Oma Village, King Street Senior Housing, Jonathan's Place, Casa Buena, Puett Place, and Sweeney Place. In addition, in 2017 we complied with Davis-Bacon requirements in a project similar to this one, in which we received \$80,000 in CDBG funds to replace the NBC floors.

Describe who will supervise and manage the project and their past experience with project management.

This project will be managed by Trinette Gray, Homeward Bound’s Operations Manager and overseen by Homeward Bound’s Leadership Team. Trinette has been in the position for Homeward Bound for 2 ½ years with lead responsibility for residential property management, repairs and maintenance, lease compliance, and safety initiatives. This includes supervising Homeward Bound’s maintenance staff and overseeing contractors carrying out major repairs in areas such as replacing roofs, replacing floors and carpets, painting and landscaping, plumbing and electrical, and replacing children’s play structures. As such, she plays a key role in protecting the agency’s investment in numerous properties and assured their continued attractiveness, thus contributing to the public’s positive view of and support for Homeward Bound’s programs.

Prior to joining Homeward Bound, Trinette worked in a variety of project management-related roles for Home Depot for more than 16 years.

Describe any recent or upcoming leadership transitions.

Homeward Bound continues to plan and adapt its leadership to lay the foundation for ongoing success and growth. Most notably, former Co-Chief Executive Officer Mary Kay Sweeney recently transitioned to a well-deserved retirement and Paul Fordham took over as the sole CEO. Paul previously served alongside Mary Kay as Co-CEO for three years after serving as the agency’s Deputy Director for more than 10 years. Paul has been a driving force in helping Marin County address homelessness and has served as a visionary leader within the agency and the community.

Likewise, the agency had future needs and challenges in mind when it recently recruited Carrie Sager to replace LaSaunda Tate as Chief Operating Officer after LaSaunda left for a new opportunity in philanthropy. Prior to joining Homeward Bound, Carrie served as the Senior Homelessness Program Coordinator for the County of Marin for 8 years, and before that as a Staff Attorney for HomeBase.

List any entitlements, planning approvals, or authorizations that are necessary for the project to proceed and list those already received.

Separate building permits will be needed for the following parts of the project:

- Reroofing
- Shower pan/floor repair
- Emergency generator backup system

Exterior/interior painting will not require a building permit. No other entitlements or approvals will be needed.

Once funding is secured, the contractors for each of these activities will work with the Novato Building Division to obtain the necessary permits. Homeward Bound will provide any information as necessary for the permits.

What stage is your project in?

Cost Estimate

What is your project timeline? List program/project objectives and milestones, along with an estimated timetable for reaching them. Examples of program/project objectives: Define scope of work/finish design, Complete planning and environmental review, Release bid package, Select contractor, Finalize contract, Obtain building permits, Start construction, Complete construction.

The project is ready for implementation and will begin as soon as CDBG funding is secured and available. At that point, we will sign contracts and work with the contractors to schedule the work. We expect to complete all work within two months of the funds becoming available.

Describe any flexibility regarding your projects start/completion date.

There is considerable flexibility since the project is easily scheduled once the funding becomes available.

Also, there is also considerable flexibility regarding the order in which the different parts of the project are completed.

Required Attachments:

Attach Project Budget: Complete the project budget template provided and submit along with application. If you have a project budget that provides the information requested in the template, you may submit that in-lieu of the template. Please note: the project budget should reflect the total cost of the project NOT just the CDBG request.



Homeward Bound NBC Repairs CDBG....xlsx

Attach Organization Budget: : Upload your organization or fiscal sponsors annual budget.



Homeward Bound Annual Operating B... .pdf

Attach Dynamic Flood Map



Homeward Bound NBC Dynamic Floo... .pdf

Attach Optional Miscellaneous Documents



Homeward Bound NBC Contractor Qu... .pdf



Homeward Bound NBC Novato Affirm... .pdf

Submission

Please review your responses above for accuracy.

Name and Title of person completing this application.

Tony Gardner, Homeward Bound Development Consultant

By checking this box

I hereby certify that the information in this application is true and accurate to the best of my knowledge.

Project Budget Template

Organization Name: Homeward Bound of Marin			
Project Title: New Beginnings Center - Infrastructure Repairs			
Date: 02/07/25			
INCOME:	County NOFA Request	Other Funding Sources	In Kind
Committed			
Foundations:			
(Add rows)			
Government:			
(Add rows)			
Corporations:			
(Add rows)			
Individual Contributions:			
(list total):			
Earned Income:			
(Add rows)			
Other (specify):			
(Add rows)			
Subtotal, Committed Income		0	0
Uncommitted			
Other (specify):			
Federal Grants Request	\$571,150		
Other Foundations:			
(Add rows to list other Foundations)			
Government:			
(Add rows to list other Government agencies)			
Corporations:			
(Add rows to list other corporations)			
Individual Contributions:			
Subtotal, Uncommitted Income		0	0
Other			
Earned Income:			
(Add rows)			
Subtotal, Earned Income		0	
Grand Total Income	571150	0	0

EXPENSES (Add rows to list other expenses)	County NOFA Request	Other Funding Sources	In Kind
Personnel Expenses			
Executive Director (% FTE: ____)			
Program Director (% FTE: ____)			
(Add rows)			
Benefits (@ %: ____)			
Subtotal Salaries and Benefits	0	0	0
Contracted Services			
Professional Fees			
Project Consultant			
(Add rows to list other contracted expenses)			
Subtotal Contracted Services	0	0	0
Direct Project Related Expenses			
Rent			
Utilities			
Supplies			
Equipment			
Travel			
Professional Development			
Marketing			
(Add rows to list other direct project expenses)			
Subtotal, Direct Project Related Expenses	0	0	0
General Development			
Roof Replacement	\$ 162,350.00		
Painting	\$ 158,800.00		
Shower Repair	\$ 14,870.00		
Emergency Generator	\$ 235,130.00		
(Add rows to list other specific project expenses)			
Subtotal, Direct Project Related Expenses	571150	0	0
Indirect Expense - specify % in column A below (must be HUD approved)			
Fiscal Sponsorship Fee (specify % in column A below)			
Grand Total All Expenses	\$ 571,150.00	\$ -	\$ -



Annual Operating Budget: 2024 - 2025

Revenue

Federal Government Income	2,283,068
State Government Income	1,888,912
County Government Income	2,952,361
Individual Income	2,700,000
Foundation Income	1,238,653
Corporation Income	320,359
Contract & Rent Income	3,241,907
Social Enterprise Income	607,800
Other Income	663,346
Total Income	\$ 15,896,406

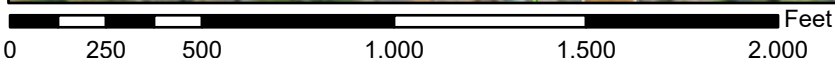
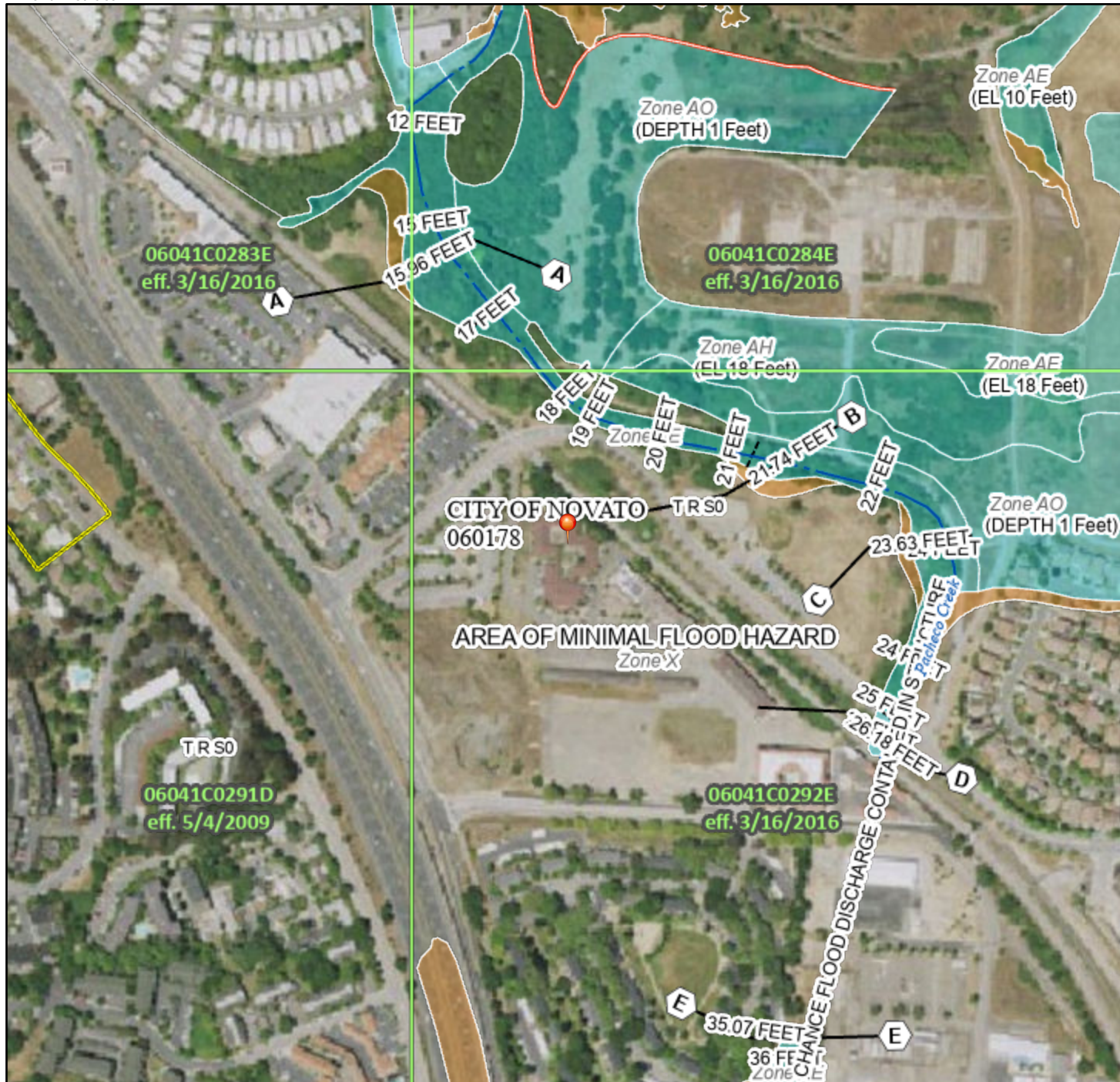
Expenses

Direct Labor	8,256,235
Taxes & Benefits	1,831,136
Office & Admin	733,120
Program Operations	3,879,464
Marketing	79,000
Social Enterprise	1,117,451
Total Expenses	\$ 15,896,406

National Flood Hazard Layer FIRMMette



122°32'6"W 38°3'55"N



1:6,000 122°31'29"W 38°3'26"N

Basemap Imagery Source: USGS National Map 2023

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

- SPECIAL FLOOD HAZARD AREAS**
 - Without Base Flood Elevation (BFE) Zone A, V, A99
 - With BFE or Depth Zone AE, AO, AH, VE, AR
 - Regulatory Floodway

- OTHER AREAS OF FLOOD HAZARD**
 - 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
 - Future Conditions 1% Annual Chance Flood Hazard Zone X
 - Area with Reduced Flood Risk due to Levee. See Notes. Zone X
 - Area with Flood Risk due to Levee Zone D

- OTHER AREAS**
 - NO SCREEN Area of Minimal Flood Hazard Zone X
 - Effective LOMRs
 - Area of Undetermined Flood Hazard Zone D

- GENERAL STRUCTURES**
 - Channel, Culvert, or Storm Sewer
 - Levee, Dike, or Floodwall

- OTHER FEATURES**
 - 20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
 - 17.5 Coastal Transect
 - Base Flood Elevation Line (BFE)
 - Limit of Study
 - Jurisdiction Boundary
 - Coastal Transect Baseline
 - Profile Baseline
 - Hydrographic Feature

- MAP PANELS**
 - Digital Data Available
 - No Digital Data Available
 - Unmapped



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 2/7/2025 at 1:01 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



Owner Name: Trinette S Gray #1

Date: 07/17/2023

Address: 1399 Hamilton Parkway

City: Novato State: CA Zip: 94949

Tel: (510) 322-1378

Email: Tgray@hbofm.org

Roofing License C-39 #1076767
1515 OAKLAND BLVD WALNUT
CREEK, CA 94596 SUITE 140

(925) 860-3538

Office@apolloroofingcompany.com

ROOFING ADDENDUM/ ESTIMATE/PROPOSAL

Project Scope: Residential /Commercial Tear-Off Re-Deck Over-Layer

Main/House Roof SQ 23,100 Detached Garage SQ _____ Patio Cover/enclosure SQ _____ Carport SQ _____

Removal of up to 1 layers. Repair/Replace 1,000 Sq. Ft. of plywood/ 100 LF of 1x6. Repair/Replace _____ LF of Fascia boards (\$ 40 per LF). \$ 4 per Sq Ft of roof deck plywood over the allowance or \$ 10 per linear feet of 1x6.

Paint _____ LF of fascia, Color _____. Repair/replace _____ Rafter tails (\$ 100 per unit).

Repair/replace _____ LF of Eaves (\$ 40 per LF). Cricket (ramps) _____ (\$ 500 per unit).

For Re-Deck use 1/2" OSB. Some Cities require 3/4" OSB with Radiant Barrier (add 10% to the price).

UNDERLAYMENT: 30Lbs Felt Polymer Synthetic SBS Rubberized Asphalt (for Tiles)

Skylights Install/Replace: _____ (\$ _____ per unit, materials not included) Solar Tubes Install/Replace _____ (\$ _____ per unit, materials not included).

Workmanship Warranty: 10 Years **Manufacturer's Materials Warranty:** 50 Years

INSULATION: 1" _____ SQF 2" _____ SQF R38 _____ SQF Attic Cleanup _____ SQF

GUTTERS: (\$ 15 per LF) 5" Metal: _____ LF Color _____ # of Downspouts _____ Mesh Cover _____ (\$ 10 per LF)

PITCHED ROOF FOR SHINGLES

Shingles Manu/Color: CertainTeed Lendmark Solaris/GFA Timberline HDZ RS

New 2x2 Drip Edge Metal around the roof, Color TBD by customer .

Install new All Attic Vents. Paint to match. Low-Profile / Dormers ___ / Turbine ___

If client wants electrical attic vents, electrician not included.

PROJECT SUMMARY

Roofing project. Project includes removing existing roofing materials down to the roof plywood/deck. Repair replace plywood as needed up to 1,000 Sq. Ft. included. Install new Polymer- weaved synthetic waterproof underlayment and install new Cool-Roof Asphalt shingles. If there is a flat area on the roof, a new CertainTeed roof will be installed. All materials and installation methods used are compliance with the manufacturer's guidelines. Total roof surface is 23,100 .

Special Notes:

Warranty:

1. Apollo Roofing - 10-year workmanship warranty.

2. Additional platinum protection warranty by GAF/CertainTeed : 25-year non-prorated workmanship coverage and 50-year non-prorated coverage against manufacturer defects

INCLUDED:

- Ice and water barrier all valleys & metal valley flashing 24" + around all penetrations.
- Install Synthetic Polymer-weaved waterproof underlayment on the roof deck with plastic caps nails.
- Install starter shingles around the roof perimeter.
- Install cool roof shingles system starting from the eaves up to the ridge.
- Install new original ridge cop shingles.
- New flashing around all HCVC system.
- Install new skylight flashing kit (10 units) .

EXCLUDED:

- In case of Downspouts installation, additional price is \$145 per each one story downspout. (if needed).

SCOPE OF WORK FOR COMPLETE ROOF REPLACEMENT

- **Pull Permit and coordinate inspections.**
- **All liquid and solid waste to be discarded off site in an approved dumpsite.**
- **Cover and protect all work and staging areas as needed**
- **Remove all materials down to the roof deck.**
- **Clean up and haul away to designated landfill.**
- **Prep roof deck for City/County inspection.**
- **Inspect roof base plywood deck and replace/repair as needed up to 1,000 Sqft/LF.
\$ 4/10 per Sqft/LF thereafter.**
- **Call for Roof deck Inspection.**
- **Install new attic vents. Paint to match shingles.**
- **Install new 2x2 drip edge metal around the roof's perimeter.**

- Install new metal flashing on all pipes, chimneys and vents. Paint to match shingles
- Install 24" metal flashing in all valleys. Paint to match shingles.
- Install Synthetic Polymer-weaved waterproof underlayment on the roof deck.
- Install Cool-Roof Asphalt Shingles CertainTeed Lendmark Solaris/GFA Timberline HDZ RS.
Color TBD by customer
- Clean up and haul away debris.
- Call for final roof inspection.

Roof Price:\$ 162,350 Wood Work:\$ _____ Gutters:\$ _____ Insulation:\$ _____

Other Costs: \$ _____ DISCOUNT: \$ _____ TOTAL PRICE:\$ 162,350

Remarks:

- Project duration estimated 7-14 days not including inspections.
- No Deposit required
- All labor & materials are included.
- 30% payment due upon demolition of existing roof.
- 30% payment due upon delivery of roofing materials to job site.
- 30% upon completion of work
- 10% Balance due upon passing final roofing inspection. If final inspection not passed due to client's own issues, full balance will be paid upon Company's request.
- City/ County permit fees not included unless otherwise specified. Company will pull permit. Client will reimburse
- Tax included
- Roof framing (rafters, joists, fascia and eaves) is not included unless otherwise specified in the scope of work.
- The price quoted is for the services and materials specified in this proposal. Any change will be a change order and will be charged accordingly.

Contractor Name: Apollo Roofing Company San Rafael

Owner Name: Trinette S Gray #1

Signature: _____

Owner Signature: _____

Date: _____

Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/24/2023

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 have ADDITIONAL INSURED provisions or 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		CONTACT NAME: Laura Barbieri	
Ipex Insurance Services		PHONE (A/C No. Ext): (818) 208-3008	FAX (A/C, No): (818) 208-3003
6700 Fallbrook Ave Suite 200		E-MAIL ADDRESS: Cert@ipexins.com	
West Hills CA 91307		INSURER(S) AFFORDING COVERAGE	
		INSURER A: GREAT AMERICAN E & S INSURANCE COMPANY	NAIC # 37532
		INSURER B: INFINITY SELECT INSURANCE COMPANY	20260
		INSURER C: STATE COMPENSATION INSURANCE FUND.*	35076
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED			
APOLLO BUILDING AND ROOFING GROUP INC dba			
APOLLO ROOFING COMPANY (License #1076767)			
1515 OAKLAND BLVD			
WALNUT CREEK CA 94596			

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 <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			E757781	08/17/2022	08/17/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			504610179525001	08/26/2022	08/26/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	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 Y	N/A	9298971-23	05/26/2023	05/26/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of Insurance.

CERTIFICATE HOLDER**CANCELLATION**

Proof of Insurance

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

© 1988-2015 ACORD CORPORATION. All rights reserved.



Apollo Roofing Company

is a Master Elite® Roofing Contractor for GAF

Master Elite® Contractor status is only offered to less than 2% of roofing contractors in North America. Those who have earned this designation have exhibited an uncompromising commitment to the highest standards in sales, service, and installation, and have pledged to ensure that each customer receives the best choice in roofing. Master Elite® Contractors are authorized to offer any GAF enhanced limited warranty.

Account #: 1136193

Certification #: ME55943

Valid Through: 5/31/2024

Member Since: 2023

A handwritten signature in black ink that reads "Bobby Fischer".

Bobby Fischer

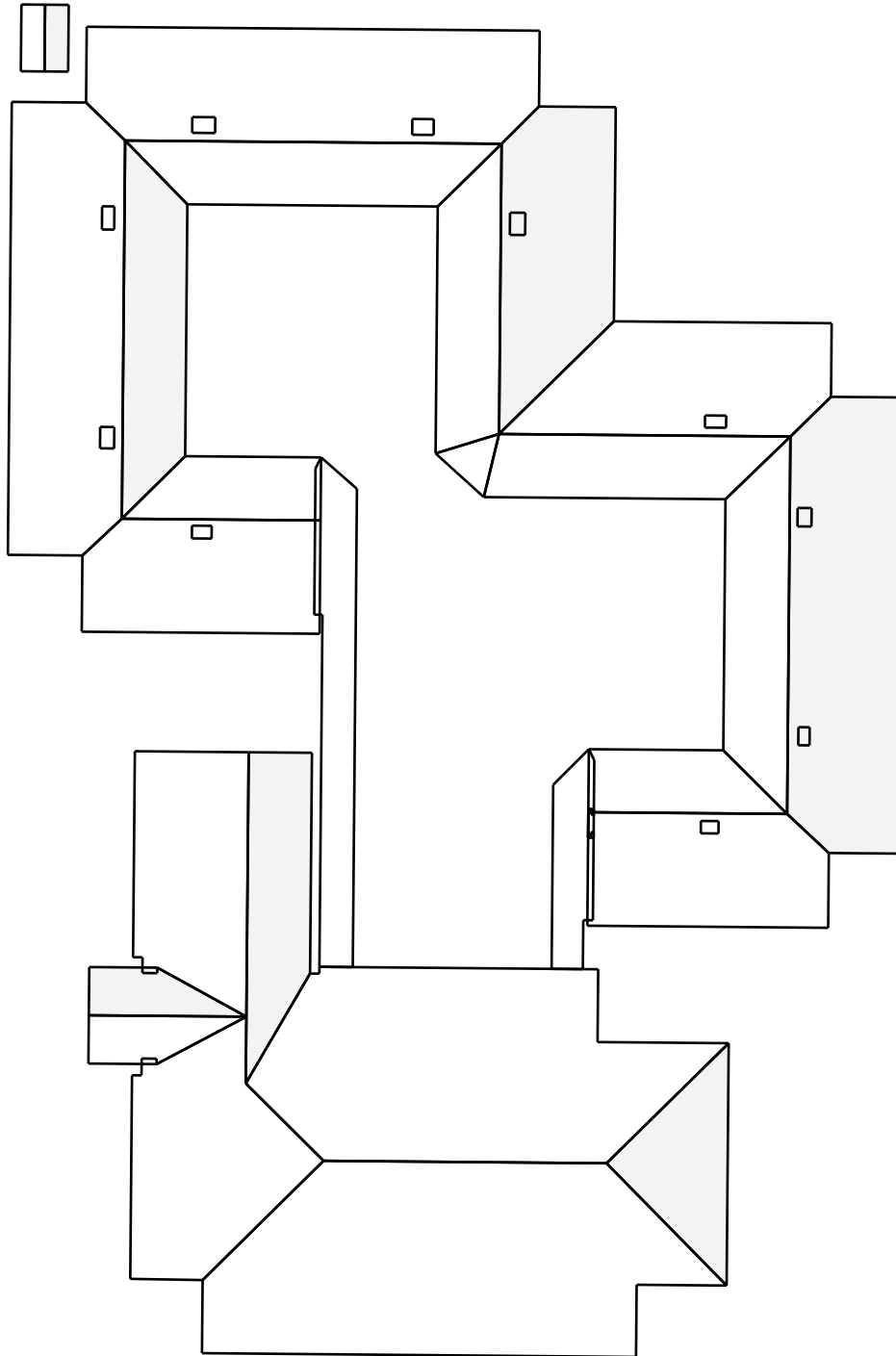
VP, Contractor Programs, GAF

Warranties Offered



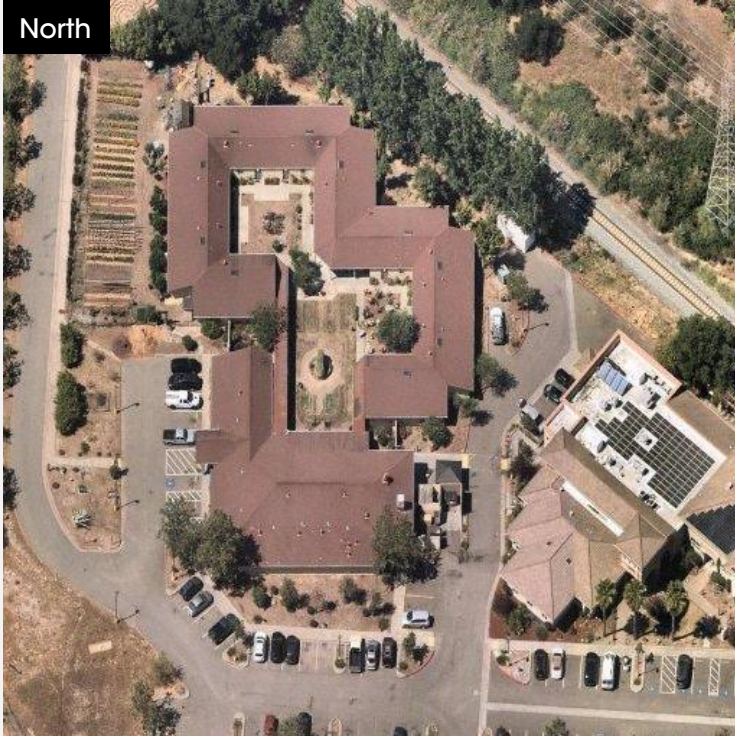
Designations

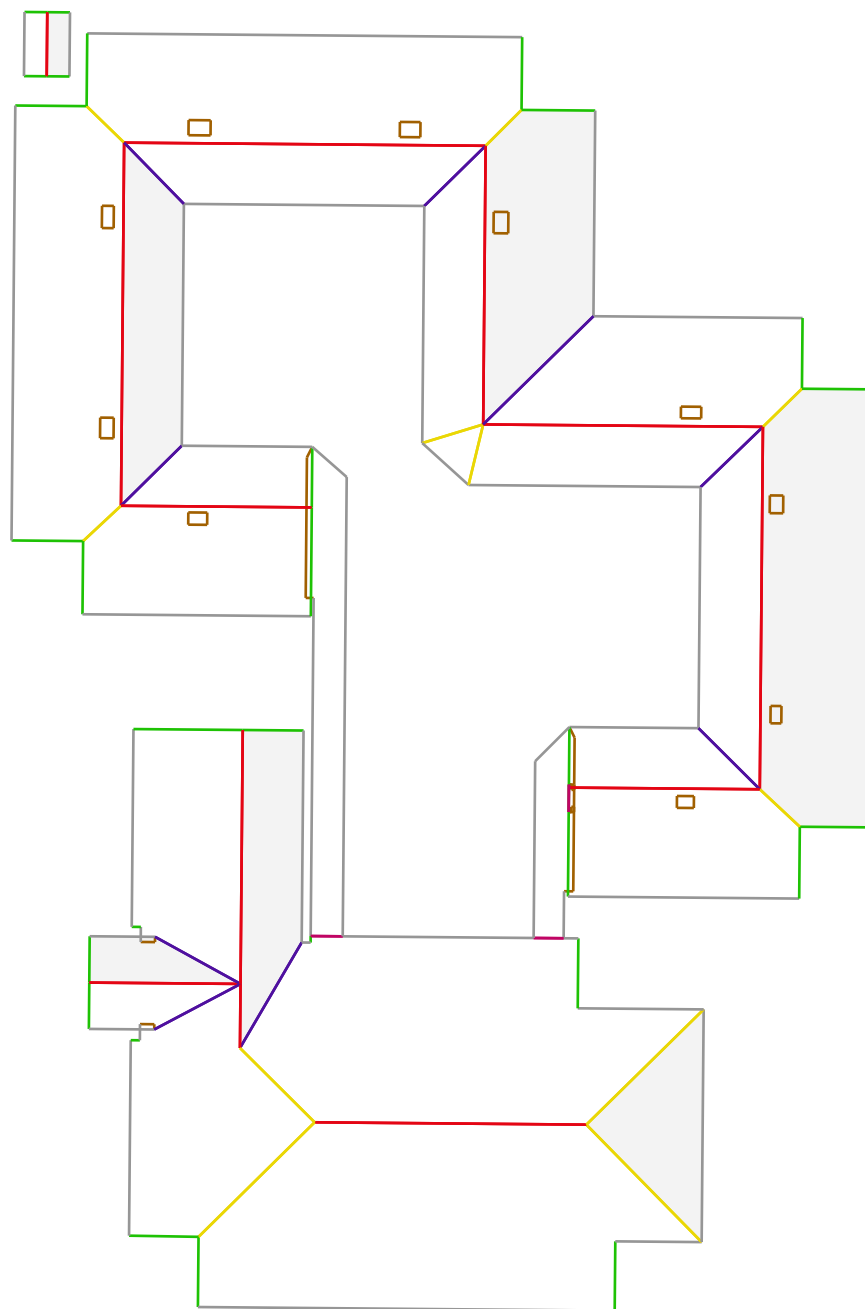




For informational purposes only







■ Bend **■** Eave **■** Hip **■** Rake **■** Ridge **■** Valley

Miranda's Roofing Co.

742 West Francisco Blvd Suite 2a
San Rafael, Ca 94901

PH: 707-694-3912 E-mail: mirandasroofingpartnership@gmail.com License #1050710

PROPOSAL SUBMITTED TO: Homeward Bound of Marin Attn: Trinette	PHONE 510-395-4049	DATE 7/10/2023
STREET 1399 Hamilton Parkway	EMAIL Tgray@hbofm.org	
CITY, STATE AND ZIP CODE Novato, Ca 94949	JOB LOCATION Same	
JOB CONTACT: Gil Nicholls	TITLE Senior Roofing Consultant	PHONE 415-342-2350

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

1. Pull proper permit from city of Novato.
2. Remove existing roofing membranes, approx. 23,000 square feet of shingles and 1,000 square feet of torch down, and take to recycler.
3. Fix any rot found on roof deck.
4. Install GAF roofing underlayment to pitched roof area.
5. Install, with 5 or 6 nails per shingle, GAF 30 year lifetime asphalt roofing shingles to pitched roof area (we recommend the color Birchwood.)
6. Install white bitumen torch roof system to all low slope areas, including nailing down a base layer, torch down second base sheet, torch down cap sheet (white.)
7. Install all new metal parts necessary to complete a tight leak proof roof system (reusing existing ridge vents.)
8. Replace damaged gutter approx. 200-300 feet.
9. Clean remainder of existing gutters and install stainless steel leaf guards.
10. Remove all debris resulting from our work.

All grounds to be cleaned up on a daily basis. All bushes, shrubs, and flowers to be protected.
Homeowner is asked to supply electrical power if needed.

10 year guarantee on all parts and labor.

End of Specification

We Propose hereby to furnish material and labor – complete in accordance with above specifications for the sum of:

One hundred twenty nine thousand five hundred and no/100-----Dollars \$129,500

Payment to be made as follows: TBD.

Initial here if accepted _____

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be charged accordingly. Not responsible for roof leaks in areas other than those worked on. Under no circumstances is Miranda's Roofing responsible for existing damages to building, its contents or roof deck. Owner to carry Fire, Tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance from State Fund Insurance and we carry a two (2) million dollar liability insurance policy.

Contractor's Signature

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: ____/____/____

GUARANTEE: 10 year(s) roof leak repair under normal weather conditions from completion date.

The warranty shall protect the owner from damage to the building and contents resulting from roof leakage for a period of (10) years, beginning from the date of completion of the project. The warranty shall cover and include repair or replacement of any damaged exterior structure, interior structure, interior components and contents of the building, resulting from roof leakage directly attributed to the contractor's workmanship.

M K Adams Painting

License# 923697

1525 Mallory Place
Rohnert Park, CA 94928-8156

Phone: 707-484-7175
michael@mkadams.com

Proposal and Contract

Bid# 25-009 Proposal Date: 1/31/2025 6:11 AM

Project: Homeward Bound
New Beginnings Center
1385 N Hamilton Parkway
Novato, CA 94949

Estimator: Michael Adams

Requested by: Trinette Gray

Sections Bid: Painting

Prevailing Wage: **NO**

Scope: Repaint interior and exterior of this single story residential facility.

Interior Painting Includes:

- Repaint all gyp board surfaces including ceilings.
- Repaint all existing wood baseboard, window sills, doors and trim.
- Any repairs done by others to be done before painting operations begin.
- Pictures, plaques and other wall hangings to be removed by owner before painting begins.
- Proposal provides for the ceilings to be a different color than the walls. Baseboards, doors and trim to be an accent color. Proposal also allows for one accent wall color per room.
- Minor patching of gyp board surfaces is included.
- All flooring, windows, and furnishings will be protected from painting work.
- Work to be scheduled with owners to have as little disruption as possible.
- Work to be done during weekdays and normal business hours.

Exterior painting includes:

- Pressure wash all exterior surfaces.
- Caulk at all windows, doors, and other appropriate joints.
- Re-nail any popped nail heads at wood siding areas.
- Spot prime any bare wood areas.
- Apply two coats of a low sheen acrylic paint to all wood surfaces.
- Body of facility, including eaves to be one color and wood trim to be an accent color.
- Painting includes doors, wood trim, wood columns, wood fencing, and gutters and down spouts.

We will be using products from Dunn-Edwards Paint Corporation and will leave

touch-up paint for customer's use.

Addendum: None

Exclusions: Glass cleaning

Price:	Interior Painting	\$96,600.00
	Exterior Painting	\$62,200.00

Alternates: None

Additional Notes:

This proposal is good for 30 days from Proposal Date as shown on Page 1.

This Proposal and Contract will become a part of all contracts developed from this Proposal and Contract. Where there are any differences between this Proposal and Contract and any contracts developed from this Proposal and Contract, this Proposal and Contract shall take precedence. Any disputes that are not able to be settled between Contracting Entity and M K Adams Painting will be settled by binding arbitration as recommended by the American Arbitration Association.

Billing:

Unless other billing arrangements are agreed upon in writing: All billing will be done on our invoices; there are no provisions for retention being withheld from invoice amounts; and all amounts invoiced will be due and payable 10 days from Invoice Date.

Painting Standards:

All painting work shall conform with the recommended practices and standards of the Painting and Decorating Contractors of America. Full text of PDCA Standards including but not limited to PDCA P1-92 Standard "Touch-Up Painting and Damage Repair - Financial Responsibility", PDCA P3-93 Standard Designation of Paint Colors and PDCA P5-94 Standard "Benchmark Sample Procedures for Paint and other Decorative Coating Systems" are available upon request.

Touch-up Painting:

M K Adams Painting shall correct deficiencies in its workmanship to conform to the definition of a properly painted surface as defined in PDCA P1-92 Standard "Touch-Up Painting and Damage Repair - Financial Responsibility". Latent Damage and Damage Caused by Others, shall be repaired by M K Adams Painting upon receiving a work directive as an added cost to this Proposal and Contract.

Paint Colors:

Interior and Exterior paint colors shall conform to Color Level I as specified in the PDCA P3-93 Standard "Designation of Paint Colors" by the Painting and Decorating Contractors of America, unless otherwise noted. This standard states that this proposal is based upon one color throughout unless otherwise indicated above or noted on plans and/or specifications.

Warranty:

M K Adams Painting does hereby warrant to Owner the work as specified in the above scope has been done in accordance with painting practices established by the Painting and Decorating Contractors of America. We agree to repair or replace any or all of our work together with any other adjacent work which may be displaced or damaged by so doing, that may prove to be defective in its workmanship or materials within a period of one year from the date of substantial completion of the work, without any expense to the owner; ordinary wear and tear and unusual abuse or neglect excepted.

Hazardous Materials:

In the event that M K Adams Painting encounters on the job site lead-based paint or any other hazardous materials such as, but not limited to; asbestos or polychlorinated biphenyl (PCB) about which M K Adams Painting has not been notified in writing prior to entering into this agreement, M K Adams Painting shall immediately stop work and shall not be responsible for the testing, removal, disposal, or rendering harmless of such material. The contracting entity agrees to hold M K Adams Painting harmless as to any liability resulting from such material in the event M K Adams Painting has not been notified as aforesaid. Additional costs including overhead and profit, incurred by these conditions will be reimbursed to M K Adams Painting.

Other than stated above, bid is per plans and specifications, tax included and installed.

Accepted By: _____ Date: _____

Printed Name: _____

Billing Address: _____

Terra Nova Construction CSL #: 1065664

121 Paul Dr Suite D

San Rafael, CA 94903

+1 4154936969

terranozaservices1@gmail.com

www.terranoza-construction.com



ADDRESS

Jorge Garcia

1591 Casa Buena Dr Unit 107

Corte Madera, CA 94925

Estimate 2450

DATE 01/29/2025

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
SHOWER PAN SLOPE ADJUSTMENT				
Preparation	Prepare floors and walls around the house for demolition Create an enclosure with plastic around workplace for safety for dust control	1	785.00	785.00
Demolition	Remove: Floor tile Shower walls Shower head body Grab bars Tile baseboard	1	1,235.00	1,235.00
				Subtotal: 2,020.00
PLUMBING				
Plumbing	Relocate drain Install temperature valve Shower pan installation (30 SF slope to drain)	1	4,675.00	4,675.00
Materials.	All rough materials	1	1,590.00	1,590.00
				Subtotal: 6,265.00
TILE				
Shower Wall Tiles	Install (N) shower wall tile (112 SF)	1	2,150.00	2,150.00
Shower Pan tile	Install shower pan tile (42 SF / curb less)	1	2,455.00	2,455.00
Materials.	All rough materials	1	1,980.00	1,980.00

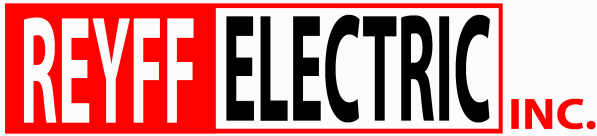
ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
				Subtotal: 6,585.00
.	Reminder: Quote is for reference only. Does not mean balance is fixed, owed, and cannot be legally binded as an actual contract. Any and all Change Orders shall be addressed immediate.	1	0.00	0.00
-	Terranova Construction - Provides full workers compensation coverage. \$2,000,000.00 in General Liability Insurance coverage and warrants labor and material for a period of 1 years. If failure appears, we will supply labor and materials to correct the condition without cost.	1	0.00	0.00

TOTAL

\$14,870.00

Accepted By

Accepted Date



ELECTRICAL CONTRACTOR Lic. No. 387874

PO Box 1196 Rohnert Park, CA 94927
www.reyffelectric.com

Corporate Office

Sonoma/Marin County Solano/Napa County
Phone: (707) 585-2481 Phone: (707) 421-2481
Fax (707) 586-0130 Fax: (707) 428-0197



PROPOSAL 0226812

Customer ID 10-HOMEW01

Job Name 1385-1399 Hamilton

Job Location Novato, CA

Submitted To: Homeward Bound
190 Mill Street
San Rafael, CA 94901

For credit card payments
3% non cash transaction fee

Terms	Rep
Net 30 Days	RRJ

We hereby submit specification and estimates for:

Homeward Bound 173,670.00
1385 - 1399 N. Hamilton
Novato

Emergency Systems for the Red Cross Kitchen Building Generator Package

Site walk performed on 7/10/24 with Jorge for the requested scopes of work for adding a generator back-up system for the emergency Red Cross kitchen building. The kitchen is being controlled with (4) main sub panels in the building - K1, K2, M, C sub panels. The exterior main gear section A has all (4) main breakers controlling these services. The best way to make sure to control all services is to wire the automatic transfer switching and generator system to the main switch for full control of the building.

Provide (1) 600 amp 120/208v 3-phase automatic transfer switch package. This switch will be mounted in front of the main gear area. Provide (1) cement pad, all grounding, conduits between the gear and the transfer switch. All required wiring, provide lug kits between the main breaker, bussing for all connections of the main feed wiring. From the new transfer switch, trench 160' +/- , includes saw cutting of the asphalt for (2) 3" and (1) 1" conduit runs for power and control to the new genset location. Backfill, compact and asphalt patch back. New generator package, provide (1) 150kw 120/208v 3-phase Generac protector series generator system (see spec sheets). Provide (1) cement pad, anchor system, rebar system for load and weight of the new generator. Provide all grounding required for the new generator, set the generator on the new pad. Pull all required wiring between the generator and transfer switch. Perform all final electrical connections , all start-ups, all owner training of the generator system. All labor, all materials, all equipment to complete the generator system electrical and equipment installs with the other scopes of work above.
\$173,670.00

Add #1 - provide a complete design package - complete design plans, single line electrical plan, cement pad details, submittal package submitted to the City of Novato and BAAQMD air quality for all required permits. 11,250.00
\$11,250.00
Not included: cost of permits for Novato or BAAQMD, will bill what is billed from each agency

Add #2 - natural gas line to be installed form the main meter location. This location is within 20' of where the new generator system is being installed. Work with Marin Mechanical to perform all required trenching 3" gas line, (2) main shut-off valves, all tie-ins of the gas line system. 18,710.00
All labor, all materials, all equipment required to complete this scope of work.
\$18,710.00
Includes all permits



ELECTRICAL CONTRACTOR Lic. No. 387874

PO Box 1196 Rohnert Park, CA 94927
www.reyffelectric.com

Corporate Office

Sonoma/Marin County Solano/Napa County
Phone: (707) 585-2481 Phone: (707) 421-2481
Fax (707) 586-0130 Fax: (707) 428-0197



PROPOSAL 0226812

Customer ID 10-HOMEW01

Job Name 1385-1399 Hamilton

Job Location Novato, CA

Submitted To: Homeward Bound
190 Mill Street
San Rafael, CA 94901

For credit card payments
3% non cash transaction fee

Terms	Rep
Net 30 Days	RRJ

We hereby submit specification and estimates for:

Add #3 - provide a complete sound wall around the generator system with entry gates in front of the generator enclosure. Includes all footings, cinder block walls 5' high (3) sides painted to match the building. 31,500.00
 All scopes of work added to the plans for all permits. Total scope of work includes all labor, materials and equipment.
 \$31,500.00

Proposal created by Ray Reyff (707) 585-2481/email: rreyff@reyffelectric.com

Disclaimer Prior to our arrival, please remove any valuable items away from the workspace to prevent any accidental damage. Reyff Electric and or/ its employees will not be held liable for any damage or loss to personal property due to work being performed over, on, or around any obstructions that would interfere with the work being done at said location

Proposal is valid for 30 days from the date of the proposal.

Proposal Total:

235,130.00

Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, CA 95826. STATE LAW REQUIRES ANYONE WHO CONTRACTS TO DO CONSTRUCTION WORK TO BE LICENSED BY THE CONTRACTORS' STATE LICENSE BOARD IN THE LICENSED CATEGORY IN WHICH THE CONTRACTOR IS GOING TO BE WORKING - IF THE TOTAL PRICE OF THE JOB IS \$500 OR MORE (INCLUDING LABOR AND MATERIALS). LICENSED CONTRACTORS ARE REGULATED BY LAWS DESIGNED TO PROTECT THE PUBLIC. IF YOU CONTRACT WITH SOMEONE WHO DOES NOT HAVE A LICENSE, THE CONTRACTORS' STATE LICENSE BOARD MAY BE UNABLE TO ASSIST YOU WITH A COMPLAINT. YOUR ONLY REMEDY AGAINST AN UNLICENSED CONTRACTOR MAY BE IN CIVIL COURT, AND YOU MAY BE LIABLE FOR DAMAGES ARISING OUT OF ANY INJURIES TO THE CONTRACTOR OR HIS OR HER EMPLOYEES. YOU MAY CONTACT THE CONTRACTORS' STATE LICENSE BOARD TO FIND OUT IF THIS CONTRACTOR HAS A VALID LICENSE. THE BOARD HAS COMPLETE INFORMATION ON THE HISTORY OF LICENSED CONTRACTORS, INCLUDING ANY POSSIBLE SUSPENSIONS, REVOCATIONS, JUDGMENTS, AND CITATIONS. THE BOARD HAS OFFICES THROUGHOUT CALIFORNIA. PLEASE CHECK WITH THE GOVERNMENT PAGES OF THE WHITE PAGES FOR THE OFFICE NEAREST YOU OR CALL 1-800-321-CSLB FOR MORE INFORMATION.

We Propose to perform the above work in accordance with the drawings and specifications submitted, and to complete it in a workmanlike manner according to standard practices for the sum of:

Down Payment of:

Signature _____ Date _____

Acceptance _____ Date _____
(OWNER'S SIGNATURE)

You, the Buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.

PROPERTY LINES: Owner shall locate and point out property lines to contractor. Contractor may, at his option, require owner to provide a licensed land surveyor's map of property.

Affirmative Fair Housing Marketing (AFMP) Public Services



COMMUNITY DEVELOPMENT AGENCY
HOUSING AND FEDERAL GRANTS DIVISION

1a. Application Contact Name, Address (Including City, State & Zip Code) & Phone Number

1b. Project Name, Location (Including City, State & Zip Code)

1c. Entity Responsible for Marketing

Contact Name & Address (Including City, State & Zip Code)

1d. To whom should approval and other correspondence concerning this AFMP be sent?

Name, Address (Including City, State and Zip Code), Telephone Number & E-mail Address.

2a. Affirmative Marketing Plan

Plan Type, Choose One: First Submittal Update Revision Based on County Comments

If Applicable, Date of the First Approved Affirmative Marketing Plan:

3a. Demographics of Project Market Area

In the respective columns below, indicate the percentage of demographic groups among the project's users, census tract, and countywide demographic characteristics. If you are providing a new service and do not have project applicant data, only report information for census tract. The purpose of this information is to identify any under-representation of certain demographic groups in terms of race, color, national origin, religion, sex, familial status, or disability. If there is significant under-representation of any demographic group among project users in relation to the census tract, then targeted outreach and marketing should be directed towards these individuals least likely to apply. Please indicate under-represented groups in Block 3b of the AFMP.

Ethnic Category	Project Users	<i>Project Users Identifying as Hispanic</i>	Novato Census (2017)	Countywide Census (2017)
American Indian or Alaskan Native			00.2% 0%	00.1% 00.11%
Asian			7% 00.04%	6% 00.06%
Black or African American			2% 00.11%	2% 00.11%
Native Hawaiian or Other Pacific Islander			.1% 0%	00.10% 00.07%
White			69% 9%	71% 7%
Multi-Racial			4% 1%	4% 1%
Disabled			10% 6%	9% 6%
Families with Children Under 18			29% N/A	29% N/A

3b. Targeted Marketing Activity

Based on your completion of 3A, indicate which demographic group(s) in the market area is/are least likely to apply for the service without special outreach efforts. (check all that apply)

- | | | |
|--|---|---|
| <input type="checkbox"/> American Indian or Alaskan Native | <input type="checkbox"/> White | <input type="checkbox"/> American Indian <i>and</i> Black |
| <input type="checkbox"/> Asian | <input type="checkbox"/> American Indian <i>and</i> White | <input type="checkbox"/> Multi-Racial |
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> Asian <i>and</i> White | <input type="checkbox"/> Disabled |
| <input type="checkbox"/> Native Hawaiian or Other Pacific Islander | <input type="checkbox"/> Black <i>and</i> White | <input type="checkbox"/> Families with Children Under 18 |
| <input type="checkbox"/> Other (Specify): | <input style="width: 400px; height: 20px;" type="text"/> | |

4a. Proposed Marketing Activities: Community Contacts

Based on the information above, indicate which demographic group(s) in the market area is/are least likely to apply for the service without special outreach efforts below.

For each targeted marketing population designated as least likely to apply in Block 3b, identify at least one community contact organization you will use to facilitate outreach to the particular population group. This could be a social service agency, religious body, advocacy group, community center, etc. State the names of contact persons, their addresses, their telephone numbers, their previous experience of the person or agency with the target population, the approximate date contact was/will be initiated, and the specific role they will play in assisting with the affirmative marketing. Please attach additional pages if necessary.

Targeted Population (s)	Project Users

4b. Proposed Marketing Activities: Methods of Advertising

Complete the following table by identifying your targeted marketing population(s), as indicated in Block 3b, as well as the methods of advertising that will be used to market to that population. For each targeted population, state the means of advertising that you will use as applicable to that group and the reason for choosing this media. In each block, in addition to specifying the media that will be used (e.g., name of newspaper, television station, website, location of bulletin board, etc.) state any language(s) in which the material will be provided, identify any alternative format(s) to be used (e.g. Braille, large print, etc.), and specify the logo(s) (as well as size) that will appear on the various materials. Attach additional pages, if necessary, for further explanation. Please attach a copy of the advertising or marketing material.

Targeted Population(s) → Methods of Advertising ↓	Targeted Population:	Targeted Population:	Targeted Population:
Newspaper(s)			
Radio Station(s)			
TV Station(s)			
Electronic Media			
Bulletin Boards			
Brochures, Notices, Flyers			
Others (Specify)			

4c. Marketing Program: Brochures and Signs

1. Will brochures, letters, or handouts be used to advertise? Yes No

If "Yes", attach a copy or submit when available.

2. For signs, indicate sign size ____ x ____ ; Logo type size ____ x ____ .

Attach a photograph of sign or submit when available.

5. Evaluation of Marketing Activities

Explain the evaluation process you will use to determine whether your marketing activities have been successful in attracting individuals least likely to apply, how often you will make this determination, and how you will make decisions about future marketing based on the evaluation process.

6a. Marketing Staff

What staff positions are/will be responsible for affirmative marketing?

6b. Staff Training and Assessment: AFMP

(1) Has staff been trained on the AFMP? Yes No

(2) Has staff been instructed in writing and orally on nondiscrimination and fair housing policies as required by 24 CFR 200.620(c)? Yes No

(3) If yes, who provides instruction on the AFMP and Fair Housing Act, and how frequently?

The County of Marin will work with your organization to offer trainings for the AFMP and Fair Housing Act. By signing this, the applicant/respondent agrees to periodically assess staff skills and attend trainings when required.

Additional Consideration: Is there anything else you would like to tell us about your AFMP to help ensure that your program is marketed to those least likely to apply for your services? Please attach additional sheets, as needed.

Homeward Bound is committed to advancing JEDI (Justice, Equity, Diversity, and Inclusion) principals into our everyday work and practices. Therefore, ensuring equal opportunity to our housing isn't just a requirement we must fulfill, but is a principle we believe in. Guided by our JEDI practices, we take our commitment to AFHMP seriously. In addition to affirmative marketing training, our staff continue to participate in fair housing-related trainings to stay abreast of laws and best practices that ensure the most vulnerable have equal housing opportunity. Below is a list of some of the many trainings we have attended over the years.

- 1/23/25 & 1/30/25 - Affirmative Marketing Training
- 4/20/24 - Advancing Fair Housing - Strategies for Change
- 2/28/24 - Successfully Housing People with Disabilities
- 7/17/24 - SAMHSA Eviction Prevention Training
- 9/20/23, 10/18/2023 and 11/15/2023 (three-part training) - Recognizing the Impact of System and Institutional Racism on Mental Health
- 7/6/23 - Fair Housing and Reasonable Accommodation

By signing this form, the applicant/respondent agrees to implement its AFMP, and to review and update its AFMP in accordance with the instructions to item 9 of this form in order to ensure continued compliance with HUD's Affirmative Fair Housing Marketing Regulations (see 24 CFR Part 200, Subpart M). I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (See 18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Anna Hurtado, 02/10/2025

Signature of person submitting this Plan & Date of Submission (mm/dd/yyyy)

 02/10/2025

Name (type or print)

Chief Program Officer, Homeward Bound of Marin

Title & Name of Organization

For Housing and Federal Grants Use Only

Approved Disapproved (Check one)

Signature & Date (mm/dd/yyyy)

Name (type or print)

Title