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CITY CLERK

City of Los Angeles  
CALIFORNIA

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this matter, please refer to the  
Council File No.: [11-1783](#)

**OFFICIAL ACTION OF THE LOS ANGELES CITY COUNCIL**

January 23, 2018

**Council File No.:** [11-1783](#)

**Council Meeting Date:** January 19, 2018

**Agenda Item No.:** 2

**Agenda Description:** HOUSING COMMITTEE REPORT relative to the release of a Request for Proposals for tenant outreach and educational services for the Rent Escrow Account Program and the Utility Maintenance Program.

**Council Action:** HOUSING COMMITTEE REPORT - ADOPTED

**Council Vote:**

YES	BLUMENFIELD	YES	HARRIS-DAWSON	ABSENT	O'FARRELL
YES	BONIN	YES	HUIZAR	YES	PRICE
YES	BUSCAINO	YES	KORETZ	YES	RODRIGUEZ
YES	CEDILLO	YES	KREKORIAN	YES	RYU
ABSENT	ENGLANDER	YES	MARTINEZ	YES	WESSON

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**Pursuant to Charter/Los Angeles Administrative Code Section(s): 341**

FILE SENT TO MAYOR:

LAST DAY FOR MAYOR TO ACT:

**APPROVED**

**\*DISAPPROVED**

**\*VETO**

01/23/2018

Mayor

**DATE SIGNED**

HOUSING COMMITTEE REPORT relative to the release of a Request for Proposals (RFP) for tenant outreach and educational services for the Rent Escrow Account Program (REAP) and the Utility Maintenance Program (UMP).

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. AUTHORIZE the General Manager, Los Angeles Housing and Community Investment Department (HCIDLA), or designee, to issue and release an RFP for Tenant Outreach Services for REAP and UMP in substantial conformance with the draft RFP attached to the HCIDLA transmittal dated December 4, 2017, attached to the Council file, subject to the approval of the City Attorney as to form.
2. DIRECT the General Manager, HCIDLA, or designee, to evaluate the responses to the subject RFP and submit the evaluation results with recommendations to the City Council and to the Mayor, including funding levels and necessary implementation instructions
3. AUTHORIZE the General Manager, HCIDLA, or designee, to prepare Controller instructions for any necessary technical adjustments consistent with the Council and the Mayor's actions in this matter, subject to the approval of the City Administrative Officer; and, AUTHORIZE the Controller to implement these instructions.

Fiscal Impact Statement: The HCIDLA reports that there is no impact on the General Fund. The future contracts resulting from this proposed RFP will be fully supported by the monthly REAP Administration Fee of \$50 per unit per month in REAP and UMP. The HCIDLA may fund the contracts at \$150,000 annually, or \$450,000 for three years at the rate of 99 percent (\$148,500 annually) from the Code Enforcement Trust Fund, and one percent (\$1,500 annually) from the Rent Stabilization Trust Fund for each contract; the total expenditure over three years would be \$1,800,000.

Community Impact Statement: None submitted.

Summary:

At a meeting held on January 10, 2018, the Housing Committee considered a report from the HCIDLA relative to the release of an RFP for tenant outreach and educational services for the REAP and the UMP. During the discussion of this item, the HCIDLA representative provided an overview of the proposed RFP and responded to related questions from the Committee members.

After providing an opportunity for public comment, the Committee recommended that Council approve the recommendations contained in the HCIDLA report as reflected above. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

HOUSING COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
CEDILLO	YES
KREKORIAN:	YES
HARRIS-DAWSON	YES

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**-NOT OFFICIAL UNTIL COUNCIL ACTS-**