

COMMUNICATION

TO: LOS ANGELES CITY COUNCIL

FILE NO. 12-1470-S1

FROM: COUNCILMEMBER RICHARD ALARCÓN, CHAIR

COMMUNICATION FROM CHAIR, HOUSING, COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE relative to approval of the results of the Code Enforcement and Rent Stabilization Ordinance (RSO) Hearing Officer Request for Proposals (RFP); and authorization to execute a Professional Services Agreement (PSA) with the selected proposer.

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

1. AUTHORIZE the General Manager, Los Angeles Housing Department (LAHD), or designee, to negotiate and execute a PSA with Beth Rosen-Prinz (Contractor) to provide Hearing Services for a term of 12 months from August 1, 2013 through July 31, 2014, with two one-year renewal options, for a total amount not to exceed \$180,000, in substantial conformance with the draft PSA attached to the LAHD transmittal dated April 23, 2013 (attached to Council File No. 12-1470-S1), and subject to the following: funding availability; satisfactory Contractor performance; Department need; compliance with all applicable Federal, State and City regulatory requirements; approval of the City Attorney as to form; and, approval of the Department of Public Works, Bureau of Contract Administration as to adherence with City contracting requirements.

2. AUTHORIZE the Controller to:

a. Allocate and expend funds not to exceed \$171,000 upon proper written demand of the General Manager of the LAHD, or designee, on an as-needed basis from Fund No. 41M, Systematic Code Enforcement Fee, Department 43 as follows:

<u>Account</u>	<u>Name</u>	<u>Amount</u>
43K229	Hearing Officer Contract	\$171,000

b. Allocate and expend funds not to exceed \$9,000 upon proper written demand of the General Manager, LAHD, or designee, on an as-needed basis from Fund No. 440, Rent Stabilization Trust Fund, Department 43 as follows:

<u>Account</u>	<u>Name</u>	<u>Amount</u>
43K229	Hearing Officer Contract	\$9,000

3. AUTHORIZE the General Manager, LAHD, or designee, to prepare Controller instructions and make any necessary technical adjustments consistent with the Mayor and Council action on this matter, subject to the approval of the City Administrative Officer (CAO), and AUTHORIZE the Controller to implement these instructions.

Fiscal Impact Statement: The CAO reports that there is no impact to the General Fund. The sources of funds for the proposed PSA with Beth Rosen-Prinz to provide Hearing Services, not to exceed \$180,000, are the Code Enforcement Trust Fund No. 41M (\$171,000) and the Rent Stabilization Trust Fund No. 440 (\$9,000). Expenditures made on the contract are fully cost recovered through fees deposited to these Special Funds. Execution of the proposed PSA is in compliance with the City's Financial Policies in that budgeted funds are available to support the proposed contract expenditures.

Community Impact Statement: None submitted.

SUMMARY

At a regular meeting held on June 5, 2013, the Chair of the Housing, Community and Economic Development Committee considered a report from the LAHD dated April 23, 2013, and a report from the CAO dated June 4, 2013, relative to approval of the results of the Code Enforcement and RSO Hearing Officer RFP; and authorization to execute a PSA with the selected proposer, Beth Rosen-Prinz, to provide hearing services for a term of 12 months, effective August 1, 2013 through July 31, 2014, with two one-year renewal options, for a total amount not to exceed \$180,000.

A representative of the CAO addressed the Committee Chair relative to the CAO's report and requested the following technical correction to Recommendations No. 2a and 2b: change the Hearing Officer Contract account number from 43K299 to 43K229.

After providing an opportunity for public comment, the Committee Chair recommended that Council approve the recommendations in the CAO report as amended to include the technical corrections. This matter is now forwarded to the Council for its consideration.

Respectfully submitted,

COUNCILMEMBER RICHARD ALARCÓN, CHAIR
HOUSING, COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
ALARCON:	YES
REYES:	ABSENT
WESSON:	ABSENT
PERRY:	ABSENT

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