

HOUSING COMMITTEE REPORT relative to proposed second amendment to Contract No. C-130651 with 3Di, Inc for the development of a Universal Notice-Of-Funding Availability (NOFA) System.

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:

- a. Accept a one-time transfer in the amount of \$195,000, from the Los Angeles County Community Development Commission (LACDC), for the development and implementation of a universal application system for the City and County.
- b. Execute a second amendment to Contract No. C-130651 with 3Di, Inc., attached to the Council file, to add \$195,000 to the contract for a total of \$2,515,562 and ending on December 31, 2019.
- c. Execute the Memorandum of Understanding between the City and the LACDC, attached to the Council file.

2. AUTHORIZE the Controller to:

- a. Deposit \$195,000, which will be provided in a one-time installment into the HCIDLA Small Grants and Awards Fund No. 49N, and appropriate therefrom upon receipt of the funds as follows:

<u>Fund:</u>	<u>Department:</u>	<u>Account:</u>	<u>Title:</u>	<u>Amount:</u>
49N	43	43R900	Contract Programming	\$195,000

- b. Expend funds for Contract No. C-130651 with 3Di, Inc. from the same appropriation account as detailed above in Recommendation No. 2a.

3. AUTHORIZE the Controller to transfer appropriations within Fund No. 100/43, the source of funds for which is HOME Investment Partnership Program Fund No. 561 (\$41,700) and Low and Moderate Income Housing Fund No. 55J (\$41,700), as follows:

	<u>Account:</u>	<u>Title:</u>	<u>Amount:</u>
From:	1010	Salaries, General	\$83,400.00
To:	3040	Contractual Services	\$83,400.00

4. AUTHORIZE the General Manager, HCIDLA, or designee, to prepare Controller's instructions and make any necessary technical adjustments consistent with the Mayor and City Council actions on this matter, subject to the approval of the City Administrative Officer (CAO); and, REQUEST the Controller to implement the instructions.

Fiscal Impact Statement: The CAO reports that there is no impact to the General Fund as a result of the recommendations contained in the October 17, 2018 CAO report, attached to the Council file. These recommendations are in compliance with the City's Financial Policies in that a second amendment to the contract with 3Di, Inc. will be fully funded by the HOME Investment Partnerships Fund, the Low and Moderate Housing Fund, the LACDC, and the Housing Authority of the City of Los Angeles (HACLA).

Community Impact Statement: Yes

For:
North Hills West Neighborhood Council

(Homelessness and Poverty Committee waived consideration of the above matter)

Summary:

On October 24, 2018, your Committee considered October 17, 2018 CAO and September 11, 2018 HCIDLA reports relative to a proposed second amendment to Contract No. C-130651 with 3Di, Inc for the development of a Universal NOFA System. According to the CAO, the HCIDLA is requesting authority to execute a second amendment to Contract No. C-130651 with 3Di, Inc. for development of a Universal NOFA Online Application System between the City, LACDC, and HACLA. The HCIDLA reports that the Universal NOFA System would address challenges experienced and voiced by developers.

The proposed second amendment would add \$195,000 to the current agreement expiring December 31, 2019, for a new total of \$2,515,562. The HCIDLA is also requesting authority to accept and expend \$195,000 from LACDC to fund the cost of the system development. The HCIDLA reports that the City, LACDC, and HACLA will jointly fund the annual maintenance of the Universal NOFA System, but the system will be front-funded by HCIDLA. According to HCIDLA, 3Di's proposal for the Universal NOFA System would include \$83,400 in annual maintenance costs for three years. The HCIDLA expects these maintenance costs to increase 10 percent to 20 percent, which HCIDLA reports, is typical for software license renewal.

In order to fund the Universal NOFA System, the HCIDLA would utilize \$41,700 from the HOME Investment Partnerships Fund (HOME) and another \$41,700 from the Low and Moderate Income Housing Fund (LMIHF). The HCIDLA will coordinate system development efforts. LACDC and HACLA will reimburse the HCIDLA for their portion of the maintenance cost (\$55,600). The remaining \$28,800 contribution from HCIDLA would be split between HOME (\$13,400) and LMIHF (\$13,400). After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendations as contained in the October 17, 2018 CAO report and detailed above. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

HOUSING COMMITTEE

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

ARL
12/12/18

-NOT OFFICIAL UNTIL COUNCIL ACTS-