

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: January 27, 2017

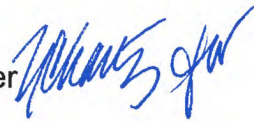
CAO File No. 0220-00540-1224

Council File No. 14-1705

Council District: All

To: The Mayor
The Council

From: Patricia J. Huber, Acting City Administrative Officer



Reference: Housing and Community Investment Transmittal Dated November 30, 2016;
Received by the City Administrative Officer on December 7, 2016; Additional
Information Received through January 26, 2017

Subject: **APPROVE RESULTS OF HOPWA PROGRAM REQUEST FOR PROPOSALS IN
SERVICE PLANNING AREAS (SPA) 3/7 AND EXTEND EXISTING HOPWA
SERVICE CONTRACTS IN SPA 4**

RECOMMENDATION

That the Council, subject to the approval of the Mayor, authorize the General Manager of the Housing and Community Investment Department (HCID), or designee, to negotiate and execute contracts with HCID's recommended contractors (Lamp Community/Ocean Park Community Center (LAMP/OCC; Single Room Occupancy (SRO) Housing Corporation, and Foothill AIDS Project), for the Housing Opportunities for Persons with HIV/AIDS (HOPWA) Program, for 12-month contracts beginning April 1, 2017 and continuing through March 31, 2018, with an option to renew for up to three additional one-year terms, subject to ongoing federal fund availability, review and approval by the City Attorney as to form and legality, and compliance with all applicable City and federal requirements.

SUMMARY

The Housing and Community Investment Department (HCID) requests to enter into contracts with the following three service providers: 1) Lamp Community/Ocean Park Community Center (LAMP/OPCC; 2) Single Room Occupancy (SRO) Housing Corporation; and, 3) Foothill AIDS Project. The proposed contracts will engage these providers to administer the Housing Opportunities for Persons with HIV/AIDS (HOPWA) Program in Service Planning Areas (SPAs) 3/7 and 4. The contracts would begin at the start of the HOPWA Program Year 43 which is April 1, 2017.

The HOPWA Program provides housing and supportive services Countywide to low-income individuals living with HIV/AIDS (PLWHA) and their families. HOPWA is a federal entitlement program funded annually since 1990 by the U.S. Department of Housing and Urban Development (HUD) through the Consolidated Plan, and is administered by HCID on behalf of the Eligible

Statistical Metropolitan Area (EMSA) for the City. The City, which is the only HOPWA grantee in the County, has administered the program for over 20 years, and HOPWA-funded housing and direct services are provided Countywide by non-profit agencies and public housing authorities that have experience working with PLWHA.

HCID was approved to release a Request for Proposals for the HOPWA Regional Specialist Offices within SPAs 3 and 7 (joint services) and SPA 4, Metro Downtown and East in November 2015 (C.F. 14-1705). Multiple RFP responses were submitted for the SPA 3/7 service sub-areas and the highest-scoring bid, Foothill AIDS Project, is recommended for HOPWA Program administration in SPA 3/7. No RFP responses, however, were submitted for the SPA 4 sub-area, despite HCID repeating the RFP process a second time, leaving a potential service gap in the Downtown Los Angeles area in PY 43. Given that less than two months remain prior to the start of the new PY, HCID recommends suspending its selection process for SPA 4 and extending the existing two service contracts belonging to the current providers in this SPA, LAMP/OPCC and SRO Housing Corporation. HCID indicates that both LAMP/OPCC and SRO Housing Corporation have agreed to gradually increase their administrative capacity to continue providing HOPWA services in these SPA 4 subareas. HCID will monitor these contracts and ensure that the agreed-upon services continue to be delivered. The proposed length of the SPA 3/7 and SPA 4 contracts corresponds with the terms of existing contracts in the remaining SPA areas where the City administers the HOPWA Program.

The City Attorney has given preliminary approval to this approach. HCID anticipates that when the department revisits the RFP process for these HOPWA Program contracts, a larger pool of qualified service providers will be available due to additional providers acquiring experience working with this population. Further, HCID will perform a review and assessment of its departmental RFP procurement process and will report in the spring of 2017 with recommendations to improve the competitiveness of the City's RFP process and the responsiveness from local entities to the Department's RFPs (C.F. 16-0729). Any approved recommendations emerging from that process will be applied to the next HOPWA service provider selection process.

The Personnel Department completed a Charter Section 1022 determination on April 5, 2016, and found that City employees do not have the expertise to perform the services set forth in the proposed contract. Therefore, a Charter Section 1022 Determination by the City Administrative Officer is not required.

FISCAL IMPACT STATEMENT

There is no General Fund impact. Funding for the first year of these contracts is anticipated from the Housing Opportunities for Persons with HIV/AIDS (HOPWA) entitlement grant for the Program Year 43 from April 1, 2017 to March 31, 2018. Fulfillment of future-year contract extensions is subject to continued receipt of these historically ongoing federal funds.