

HOUSING COMMITTEE REPORT relative to selecting a contractor for Housing Opportunities for Persons with HIV/AIDS (HOPWA) Program technical assistance services.

Recommendation for Council action:

AUTHORIZE the General Manager, Housing and Community Investment Department (HCIDLA), or designee, to negotiate and execute a contract with Shelter Partnership for the provision of technical assistance for the HOPWA Program for an amount not to exceed \$100,000 for the period October 1, 2017 through March 31, 2018, with two 12-month extension options, in substantial conformance with the draft contract accompanying the City Administrative Officer (CAO) report to the Mayor and Council dated August 18, 2017 (attached to the Council file), subject to the approval of the City Attorney as to form and legality, and in compliance with City contracting requirements.

Fiscal Impact Statement: The CAO reports that this action will not impact the General Fund. The recommendation in this report complies with City Financial Policies in that the recommended contract will be supported by the federal HOPWA grant for Program Year 2017-2018, as well as any rollover funds identified from previous years.

Community Impact Statement: None submitted.

SUMMARY

In the August 18, 2017, report to Council, the CAO states that HCIDLA request authority to execute a contract with Shelter Partnership for the provision of technical assistance for the HOPWA Program. The CAO discusses the Request for Proposals (RFP) release and review processes, and states that program work can be performed more feasibly by contractors than by City employees because the work exceeds staffing availability resources and the highly specialized knowledge and expertise required to perform the work. The CAO recommends approval of the HCIDLA request.

At its meeting held August 23, 2017, the Housing Committee discussed this matter with HCIDLA staff. Noting that only one proposal was submitted in response to the RFP, Councilmember Krekorian discussed the need to increase the number of respondents or to use in-house staff to conduct the work inasmuch as this is an ongoing program. The Councilmember advised the Department to request the staff resources necessary to perform these duties during the next annual budget process. The Committee recommended that Council approve HCIDLA's to execute the proposed contract, as recommended by the CAO.

Respectfully Submitted,

HOUSING COMMITTEE



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

-NOT OFFICIAL UNTIL COUNCIL ACTS-