

HOUSING COMMITTEE REPORT relative to contracting with A.L. Brown and Associates, Beth Rosen-Prinz, Robert Klepa, Rosebaum Mediation, and the ADR Coach for hearing officer services related to Code Enforcement and Rent Stabilization Ordinance Programs.

Recommendations for Council action:

1. AUTHORIZE the General Manager, Los Angeles Housing and Community Investment Department (HCIDLA), or designee, to execute Professional Services Agreements with the following entities for Hearing Officer services for a one year term to commence on or about September 1, 2018, with an option to extend for two additional periods of up to one year each, for a total not to exceed three years, for the amounts listed in Recommendation I of the June 14, 2018 HCIDLA report, attached to the Council file, subject to the review and approval of the City Attorney and compliance with the City's contracting requirements:
 - a. A.L. Brown and Associates
 - b. Beth Rosen-Prinz
 - c. Robert Klepa
 - d. Rosenbaum Mediation
 - e. The ADR Coach
2. AUTHORIZE the General Manager, HCIDLA, or designee, to prepare Controller instructions and any necessary technical adjustments consistent with the Mayor and Council actions on this matter, subject to the approval of the City Administrative Officer (CAO); and, REQUEST the Controller to implement those instructions.
3. AUTHORIZE the Controller to:
 - a. Appropriate \$74,000 from the cash balance of the Systematic Code Enforcement Trust Fund No. 41M/43 to the Hearing Officer Contract account within that fund.
 - b. Expend funds upon written demand of the General Manager, HCIDLA, or designee, on an as needed basis for a total compensation amount not to exceed \$250,000 from the 2018-19 account in the funds shown below:

<u>Account</u>	<u>Fund 440</u>	<u>Fund 41M</u>
43*229- Hearing Officer Contract	\$5,000	\$245,000

Fiscal Impact Statement: The CAO reports that there is no impact to the General Fund. The recommendations contained in the June 28, 2018 CAO report, attached to the Council file, are in compliance with the City's Financial Policies in that there is no additional cost to the City. The contracts total \$250,000, with 98 percent of the proposed budget (\$245,000) to be provided by the Code Enforcement Trust Fund and 2 percent (\$5,000) to be provided by the Rent Stabilization Trust Fund.

Community Impact Statement: None submitted.

Summary:

On August 8, 2018, your Committee considered June 28, 2018 CAO and June 14, 2018 HCIDLA reports relative to contracting with AL Brown and Associates, Beth Rosen-Prinz, Robert Klepa, Rosebaum Mediation, and the ADR Coach for hearing officer services related to Code Enforcement and Rent Stabilization Ordinance Programs. According to the CAO, the HCIDLA is requesting authority to execute new professional services agreements with:

- A.L. Brown and Associates
- Beth Rosen-Prinz
- Robert Klepa
- Rosenbaum Mediation
- The ADR Coach

The above entities are to provide hearing officer services for the Code Enforcement and Rent Stabilization Ordinance Programs. The proposed contracts would have a one year term to commence on or about September 1, 2018 through August 31, 2019, with two one-year renewal options, for a cumulative amount not to exceed \$250,000.

On February 26, 2018, the HCIDLA released a Request for Proposals (RFP) to solicit responses from interested firms and organizations to provide hearing officer services. Five proposals were received in response to the RFP. The CAO concurs with the recommendations of the HCIDLA, as amended, to include compliance with City's contracting requirements and identification of the funding account source for the additional appropriation. Pursuant to Charter Section 1022, the Personnel Department determined that City employees have the expertise to perform the work. Additionally, the CAO has determined that it is more feasible to contract for hearing officer services because the services required exceed staffing ability, are of limited duration, and additional staff cannot be employed or trained in a timely manner. After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendations contained in the June 28, 2018 CAO report and detailed in the above recommendations. 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

ARL
8/8/18

-NOT OFFICIAL UNTIL COUNCIL ACTS-