

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: February 12, 2013

CAO File No. 0220-00540-1027
Council File No. 12-0194, 10-2441,
09-0374
Council District: Various

To: The Council
The Mayor

From: Miguel A. Santana, City Administrative Officer *MSH*
MS

Reference: Transmittal from the Los Angeles Housing Department dated January 3, 2013; received by the City Administrative Officer January 14, 2013

Subject: **REQUEST FOR AUTHORITY TO EXECUTE THREE-MONTH AMENDMENTS WITH CURRENT TECHNICAL SERVICES CONTRACTS**

SUMMARY

The Los Angeles Housing Department (LAHD) requests authority to execute amendments to 16 contracts to extend the terms of the contracts for three months from January 1, 2013 through March 31, 2013. No additional funds are requested. The contractors provide technical services to support programs such as Homeownership, Rehabilitation, Affordable Housing Development, and the Neighborhood Stabilization Program (NSP). Funding is provided from HOME Investment Partnerships Program, Community Development Block Grant, NSP, and Lead Grant.

In April 2012, the Mayor and Council authorized LAHD to release a Request for Proposals (RFP) for the following housing-related technical services:

- Appraisal Services (Residential Real Estate)
- Architectural Services
- Construction/Rehabilitation Services
- Engineering Services (Structural) for Major and/or Small Projects
- Environmental Assessment Services
- Geotechnical and Engineering Consultants
- Inspection, Survey and Analysis for Hazardous Materials (Lead and Asbestos)
- Laboratory Lead Testing
- Property Management Services
- Property Survey Services
- Real Estate Broker
- Real Estate Loan Underwriting Services
- Relocation Services
- Technical Training Services
- Title Report Services

The RFP was released in October 2012. The Department received 23 responses by the December 11, 2012 due date and is reviewing and scoring the proposals. The LAHD requests that the terms of the current agreements be extended for three months to allow time to complete the RFP review and recommendation process and to ensure that the services continue until the new agreements are executed. The list of current technical services contracts is included in Attachment A.

RECOMMENDATION

That the Council, subject to the approval of the Mayor, authorize the General Manager, Los Angeles Housing Department (LAHD), or designee, to execute amendments to existing contracts with the current Technical Services contractors identified in Attachment A, to extend the term for three months from January 1, 2013 through March 31, 2013, subject to the review and approval of the City Attorney as to form and compliance with the City's contracting requirements.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. No additional funds are requested as a result of the recommendation of this report.

Attachment

MAS:MMR:02130077C

Attachment A

Current Contracts for Housing-Related Technical Services

Service Category	Contractor and Contract Number	Original Contract Amount	Amendment 1	Amendment 2	Amendment 3	Amendment 4	Total Contract and Amendments Amount	Contract Expiration Date
Appraisal	Gold Coast Appraisals, Inc. C-116852	\$110,000	\$20,000	\$0	N/A	N/A	\$130,000	12/31/2012
Engineering Services	Miyamoto International C-117770	\$15,000	\$0	\$0	\$0	N/A	\$15,000	12/31/2012
Environmental Services	Rincon Consultants, Inc. C-116842	\$5,000	\$1,250	\$10,250	\$0	N/A	\$16,500	12/31/2012
Inspection, Survey and Analysis For Hazardous Materials (Lead and Asbestos)	Allstate Services C-116843	\$57,855	\$15,000	\$21,600	\$6,500	N/A	\$100,955	12/31/2012
	Barr & Clark C-116844	\$57,856	\$41,336	\$28,900	\$29,400	\$52,400	\$209,892	12/31/2012
	Lead Tech Environmental, Inc. C-116846	\$27,857	\$10,000	\$13,900	\$6,500	\$6,500	\$64,757	12/31/2012
	Converse Consultants C-117017	\$27,858	\$7,000	\$18,000	N/A	N/A	\$52,858	12/31/2012
Laboratory Lead Testing	EMS Laboratories C-116847	\$41,500	\$45,414	\$13,000	\$2,400	\$14,250	\$116,564	12/31/2012
	City of Long Beach Lab C-117742	\$30,500	\$0	\$0	\$7,000	\$4,750	\$42,250	12/31/2012
Property Management Services	International Realty and Investments C-117041	\$56,000	\$0	\$0	N/A	N/A	\$56,000	12/31/2012
Real Estate Broker Services	Altera Real Estate Group C-117625	\$2,500	\$0	\$0	N/A	N/A	\$2,500	12/31/2012
Relocation Services	Del Richardson and Associates C-116927	\$50,000	\$0	\$55,000	\$20,000	\$4,000	\$129,000	12/31/2012
	Overland, Pacific and Cutler C-116854	\$50,000	\$25,000	\$20,000	\$4,000	\$10,000	\$109,000	12/31/2012
	Shober Consulting C-116963	\$50,000	\$25,000	\$24,000	\$10,000	N/A	\$109,000	12/31/2012
Technical Training Services	Home Safe C-116764	\$15,000	\$31,000	\$7,500	\$10,000	\$2,000	\$65,500	12/31/2012
Title Report Services	Orange Coast Title C-117016	\$49,500	\$58,600	\$0	N/A	N/A	\$108,100	12/31/2012