


**REPORT OF THE  
CHIEF LEGISLATIVE ANALYST**

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DATE: April 15, 2016

TO: Honorable Members of the Housing Committee

FROM: Sharon M. Tso   
Chief Legislative Analyst

Council File: 15-1041  
Assignment No: 16-04-0297

**42<sup>nd</sup> Housing and Community Development Consolidated Plan Contract Authorities, Controller's  
Instructions, Supplementary Actions**

**SUMMARY**

On March 23, 2016, the City Council adopted the 42<sup>nd</sup> Program Year (PY) Housing and Community Development Consolidated Plan (C.F. 15-1041). As part of this action, Council approved a recommendation that authorized the General Managers of program implementing departments to submit the appropriate Contract Authorities to the Chief Legislative Analyst and City Administrative Officer immediately following Council approval of the plan budget. In addition, the Housing and Community Investment Department (HCID) was instructed to prepare Controller instructions and make any technical adjustments that may be required. HCID has prepared and transmitted the appropriate Controller instructions (Attachment 1) and compiled the implementing department Contract Authorities (Attachment 2) for review and Council approval. In addition to Contract Authorities and Controller instructions, our Office recommends several supplementary actions required to implement the Consolidated Plan, including clarifying language, the release of a Request for Proposal (RFP) for an evaluator, funding instructions for the Jeopardy Building project, and a contract extension with the organization leading the Wilmington Town Square Park project.

As part of the approval of the plan budget, Council allocated funding for the FamilySource System, which provides numerous services to families in need. HCID has used the services of California State University Northridge (CSUN) to evaluate the program and quantify the economic impact of services provided on families and their surrounding communities. The contract with CSUN has expired and this service is due for re-procurement to identify an evaluator for the FamilySource program and potentially additional programs. Our office recommends that Council authorize HCID to prepare and release an RFP for this purpose. Following review of proposals, HCID would make a recommended award to Council under a separate report.

Subsequent to the release of the Consolidated Plan, HCID has requested that clarifying language be included in this report in order to facilitate the implementation of the Jeopardy Building Site Improvements and Wilmington Town Square Park projects. For the Jeopardy Building project, reprogramming actions provided herein will avoid the loss of Neighborhood Improvement Fund CDBG funding. HCID further requests authorization to extend the contract with Los Angeles Neighborhood Initiative in order to continue its implementation of the Wilmington Town Square Park project.

**RECOMMENDATIONS**

That the Council, subject to the approval of the Mayor:

1. Approve the Controller instructions for programs approved in the 42<sup>nd</sup> Program Year Housing and Community Development Consolidated Plan as indicated in Attachment 1.
2. Authorize the General Managers, or their designees, of program implementing departments to negotiate and execute contracts, contract amendments and/or interdepartmental agreements as needed with the grant recipients as previously identified and consistent with Council action, in an amount not to exceed that set forth in the 42<sup>nd</sup> Program Year Housing and Community Development Consolidated Plan, and in consultation with the Housing and Community Investment Department as grant administrator, and in substantial conformance with the pro forma agreements for public service activities or construction as provided in C.F. 06-2366, subject to: (a) City Attorney review and approval as to form and legality; (b) review and approval by the Public Works Bureau of Contract Administration as to compliance with the City’s contracting requirements, and (c) federal approval of the 42<sup>nd</sup> Program Year Action Plan and (d) receipt by the City of the grant funds.
3. Authorize the Housing and Community Investment Department (HCID) to make technical corrections that may be required and are consistent with the intent of the 42<sup>nd</sup> Program Year Housing and Community Development Consolidated Plan actions and authorize the Controller to implement these instructions, subject to the approval of the City Administrative Officer.
4. Authorize HCID to issue a Request for Proposals (RFP) to (a) solicit organizations interested in Providing technical assistance, support, development of satisfaction surveys, and evaluation of HCID programs, projects, and services; and (b) prepare a report with recommendations regarding the selection and authority to contract with organizations to provide these evaluation services.
5. Approve the clarifying revisions to CDBG PY 42 projects listed in Attachment 3 and instruct HCID to make appropriate amendments to the approved Consolidated Plan as necessary.
6. Pertaining to funding the Jeopardy Building Site Improvements project, to benefit the YPI (Youth Policy Institute) YouthSource Center:
  - a. Reprogram \$500,000 from the PY 42 Pacoima Senior Center Upgrades project (Row 91) (CD 7) and \$250,000 from the PY 42 Ritchie Valens Recreation Center Restrooms project (Row 96) (CD 7); and
  - b. Authorize the Controller to establish new accounts and transfer appropriations within the Community Development Trust Fund No. 424 as follows:


	<u>Account</u>	<u>Title</u>	<u>Amount</u>
From:	43N466	Ritchie Valens	\$250,000
	43N547	Pacoima Senior Citizen	\$500,000
	43M531	Neighborhood Improvement Fund	\$250,000
To:	43XXX	YPI Youth Center at Jeopardy Bldg	\$750,000
	43M140	General Services	\$250,000

Appropriate \$250,000 to General Services Fund No. 100/40 as follows:

Account 001101 Hiring Hall Construction	\$100,000
Account 001121 Benefits Hiring Hall Construction	\$50,000
<u>Account 003180 Construction Materials &amp; Supplies</u>	<u>\$100,000</u>
Total	\$250,000

7. Remove the Jeopardy Building Site Improvements project from the CDBG Future Priority Projects list and add the Pacoima Senior Center Upgrades (\$500,000) and Ritchie Valens Recreation Center Restrooms (\$250,000) projects.

8. Regarding \$100,000 in PY 42 funding provided to Wilmington Town Square Park (Row 113) (CD 15), authorize HCID to amend Contract No. 126910 with Los Angeles Neighborhood Initiative to add the PY 42 funding and extend the term of performance by 18 months to 6/29/16.



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Clay McCarter  
Analyst

- Attachments:
1. Controller Instructions
  2. Contract Authorities
  3. Clean Up Table

**42ND YEAR CONSOLIDATED PLAN  
CONTROLLER INSTRUCTIONS**

**Controller Instructions For Community Development Block Grant**

- 1) Authorize the Controller to:
- a) Establish new accounts and appropriate within the Community Development

Trust Fund No. 424 as follows:

<b>Acct</b>	<b>TITLE</b>	<b>AMOUNT</b>
43M108	Building and Safety	\$ 338,200.00
43M112	City Attorney	\$ 152,000.00
43M299	Reimbursements of General Fund Costs - B&S PACE	\$ 245,100.00
43M299	Reimbursements of General Fund Costs - City Atty CARE	\$ 12,000.00
43M299	Reimbursements of General Fund Costs - City Atty TARP	\$ 36,000.00
43N207	Fair Housing	\$ 370,500.00
43N217	Section 108 Debt Service	\$ 4,193,613.00
43N239	Section108 - Marlton	\$ 823,000.00
43N240	Micro-Loan Program	\$ 250,000.00
43N248	Clean Tech Incubator	\$ 850,000.00
43N354	LAHSA Homeless Emergency Shelter Services	\$ 2,664,990.00
43N355	LAHSA Administration	\$ 673,443.00
43N420	Aging Delivery System	\$ 600,000.00
43N422	Healthy Neighborhood Market Network	\$ 250,000.00
43N458	88th and Vermont Youth Center	\$ 600,000.00
43N459	CD1 Pedestrian Safety Improvements	\$ 683,000.00
43N460	East Gardening Project	\$ 100,000.00
43N461	Elysian Valley Lighting Project	\$ 200,000.00
43N462	Korean Senior Citizen Center	\$ 125,000.00
43N463	Legacy LA Armory	\$ 400,000.00
43N464	Old Fire Station 6 Capital Improvements	\$ 100,000.00
43N465	Ramon Garcia Rec Center	\$ 300,000.00
43N466	Ritchie Valens Rec Center	\$ 500,000.00
43N467	Slauson Wall Green Space	\$ 500,000.00
43N468	South LA Animal Services Jefferson Park	\$ 1,150,000.00
43N469	Strathern Park North Improvements	\$ 147,300.00
43N470	Van Nuys and Lemay St.	\$ 750,000.00
43N471	Vermont Miracle Park	\$ 400,000.00
43N472	Walbash Rec Center	\$ 350,000.00
43N504	CCNP Bixel Street Reno	\$ 350,000.00
43N509	El Sereno Recreation Center	\$ 200,000.00
43N522	South Park Improvements	\$ 750,000.00

**42ND YEAR CONSOLIDATED PLAN  
CONTROLLER INSTRUCTIONS**

**Attachment 1**

43N527	City Attorney TARP	\$ 450,000.00
43N529	Bradley Plaza Project	\$ 600,000.00
43N532	Century Blvd Construction	\$ 1,750,000.00
43N534	CD8 Street Improvements	\$ 250,000.00
43N538	Green Alley Project	\$ 500,000.00
43N539	Huntington Drive Sidewalk Construction	\$ 50,000.00
43N542	MacArthur Park Restroom	\$ 521,100.00
43N544	City Attorney CARE	\$ 88,000.00
43N545	Normandie Recreational Center	\$ 485,000.00
43N547	Pacoima Senior Center Upgrades	\$ 500,000.00
43N553	San Pascual Park Improvements	\$ 50,000.00
43N554	Whitsett Sports Field	\$ 1,000,000.00
43N556	CD6 Street/Sidewalk Improvements	\$ 300,000.00
43N557	James Slauson Recreation Center	\$ 500,000.00
43N559	Urgent Repair Program	\$ 100,000.00
43N560	Translation Services	\$ 90,000.00
43N562	Downey Recreation Center	\$ 325,000.00
43N581	Domestic Violence Shelters	\$ 953,447.00
43N582	FamilySource Centers-Nonprofit Managed	\$ 5,042,100.00
43N586	LA's Business Source	\$ 4,500,000.00
43N588	Handyworker	\$ 1,419,054.00
43N590	LAHSA Technical Assistance	\$ 80,000.00
43N592	PACE B&S	\$ 914,140.00
43N594	Environmental Consultant	\$ 20,000.00
43N595	Algin Sutton Pool	\$ 750,000.00
43N596	Irving Middle School	\$ 750,000.00
43N597	1736 Family Crisis Center	\$ 235,000.00
43N598	Wilmington Town Square Park	\$ 100,000.00
43N603	CD 9 Sidewalk Improvements	\$ 450,000.00
43N604	Culinary Academy at Exposition Park	\$ 1,000,000.00
43N605	Building Improvement Fund	\$ 250,000.00
43N606	Campus at LA Family Housing	\$ 500,000.00
43N607	Seismic Retrofit Loan Program	\$ 600,000.00
	<b>Total</b>	<b>\$ 44,186,987.00</b>

- b) Appropriate \$338,200 for the PACE Program within Fund No. 100/08 Building and Safety  
Account No. 001010 Salaries \$325,000

**42ND YEAR CONSOLIDATED PLAN  
CONTROLLER INSTRUCTIONS**

Account No. 003040 Contractual Services \$1,700

c) Appropriate \$152,000 within Fund No. 100/12 City Attorney Account No. 001010 \$38,000 for the CARE program and \$114,000 for TARP Program.

d) Decrease accounts within the Community Development Trust Fund No. 424 as follows:

<i><b>Acct</b></i>	<i><b>TITLE</b></i>	<i><b>AMOUNT</b></i>
22A209	LAHD SF Basic and Comprehensive	\$ 117,755.53
22G122	Community Development Department	\$ 313.62
22G245	Maverick Flats	\$ 4,427.67
22H122	Community Development Department	\$ 17,990.51
22H250	Taylor Yard Transit Village	\$ 17,558.43
22J122	Community Development Department	\$ 14,011.96
43K299	Reimbursements to General Fund	\$ 42,137.06
43L143	Housing and Community Investment	\$ 152,506.96
43L249	Economic Development Fund	\$ 1,200,000.00
43L299	Reimbursements to General Fund	\$ 493,227.15
43L586	LA Business Source	\$ 3,917.39
43L588	Handyworker	\$ 411,949.79
43M249	Techshop Los Angeles	\$ 500,000.00
43M250	94th and Broadway Site Improvements	\$ 750,000.00
43M457	41st Year Timeliness Reprogramming	\$ 194,080.00
43M560	Translation Services	\$ 100,000.00
43M588	Handyworker	\$ 21,044.93
	<b>Total</b>	<b>\$ 4,040,921.00</b>

e) Decrease accounts within the Community Development Trust Fund No. 424 as follows to align fiscal year departmental appropriations to 42nd year budget sources:

<i><b>Acct</b></i>	<i><b>TITLE</b></i>	<i><b>AMOUNT</b></i>
43M122	Economic Development Department	\$ 93,170.00
43M299	Reimbursements to General Fund	\$ 49,430.00
43M143	Housing and Community Investment	\$ 161,511.00
43M299	Reimbursements to General Fund	\$ 81,241.00
	<b>Total</b>	<b>\$ 385,352.00</b>

**42ND YEAR CONSOLIDATED PLAN  
CONTROLLER INSTRUCTIONS**

f) Decrease accounts within Fund 100/22 as follows:

<b>Acct</b>	<b>TITLE</b>	<b>AMOUNT</b>
01010	Salaries	\$ 93,000.00
003310	Transportation Expense	\$ 170.00
	<b>Total</b>	<b>\$ 93,170.00</b>

g) Decrease account 001010 Salaries in the amount of \$161,511 within Fund 100/43.

**Controller Instructions For HOME Grant**

h) Establish new accounts and appropriate within the HOME Investment Partnership Program Fund No. 561 as follows:

<b>Acct</b>	<b>TITLE</b>	<b>AMOUNT</b>
43N008	Affordable Housing Trust Fund	\$ 22,072,300.00
43N594	Environmental Consultant	\$ 80,000.00
43N223	Homeownership	\$ 4,758,779.00
	<b>Total</b>	<b>\$ 26,911,079.00</b>

i) Decrease accounts within the HOME Investment Partnership Program Fund 561 as follows:

<b>Acct</b>	<b>TITLE</b>	<b>AMOUNT</b>
43M411	Unallocated	\$ 514,608.00
43M008	Affordable Housing Trust Fund	\$ 985,392.00
	<b>Total</b>	<b>\$ 1,500,000.00</b>

**Controller Instructions For HOPWA Grant**

j) Establish new accounts and appropriate within the HOPWA Trust Fund No. 569 as follows:

<b>Acct</b>	<b>TITLE</b>	<b>AMOUNT</b>
43N326	HOPWA Subsidy Assistance	\$ 2,898,505.00
43N332	HOPWA Sponsor Administration	\$ 411,324.00
43N335	Savings-HOPWA Subsidy Assistance	\$ 5,183,911.00

**42ND YEAR CONSOLIDATED PLAN  
CONTROLLER INSTRUCTIONS**

**Attachment 1**

43N336	Savings-HOPWA Support Services	\$	4,091,645.00
43N338	Savings-HOPWA Sponsor Adm	\$	790,449.00
43N339	Savings-HOPWA STRMU	\$	266,118.00
43N405	HOPWA Housing Authorities	\$	199,329.00
43N406	HOPWA Support Services	\$	2,345,123.00
43N408	HOPWA STRMU	\$	46,962.00
43N409	HOPWA Permanent Housing Placement	\$	106,020.00
43N414	HOPWA Technical Assistance	\$	60,000.00
43N438	HOPWA Reserve	\$	7,151,346.69
43N439	Savings-HOPWA Technical Assistance	\$	145,800.00
43N442	HOPWA Information Services	\$	55,730.00
43N445	Savings-HOPWA Permanent Housing Placement	\$	600,776.00
43N448	Savings -HOPWA Information Services	\$	315,805.00
43N454	HOPWA Residential Services	\$	53,000.00
	<b>Total</b>	<b>\$</b>	<b>24,721,843.69</b>

k) Decrease accounts within the HOPWA Trust Fund No. 569 as follows:

<b>Acct</b>	<b>TITLE</b>		<b>AMOUNT</b>
43H326	HOPWA Subsidy Assistance	\$	1,304.15
43J319	Project Sponsor Administration	\$	1,824.00
43J406	HOPWA Support Services	\$	109.51
43K326	HOPWA Subsidy Assistance	\$	2,094,120.35
43K332	Project Sponsor Administration	\$	234,090.14
43K406	HOPWA Support Services	\$	805,173.26
43K414	HOPWA Technical Assistance	\$	480,233.50
43K442	HOPWA Information Services	\$	23,280.05
43K143	Housing and Community Investment	\$	1,398.00
43K299	Reimbursement of General Fund	\$	0.48
43L326	HOPWA Subsidy Assistance	\$	2,304,551.11
43L332	Project Sponsor Administration	\$	238,778.51
43L406	HOPWA Support Services	\$	638,437.99
43L414	HOPWA Technical Assistance	\$	49,205.00
43L440	HOPWA PSHP	\$	1,332,962.00
43M452	HOPWA Training Module	\$	46,500.00
43M453	HOPWA Central Coordinating Agency	\$	750,829.00
43M454	HOPWA Residential Services	\$	547,306.00



**42ND YEAR CONSOLIDATED PLAN  
CONTROLLER INSTRUCTIONS**

**Attachment 1**

43M455	HOPWA Regional Office	\$	1,844,401.00
	<b>Total</b>	\$	<b>11,394,504.05</b>

**Controller Instructions For ESG Grant**

- i) Establish new accounts and appropriate within the Federal Emergency Grant Fund

No. 517 as follows:

<b>Acct</b>	<b>TITLE</b>		<b>AMOUNT</b>
43M300	LAHSA	\$	4,361,999.00

**42nd Program Year Consolidated Plan  
Recommendations for Contract Authorities**

**Los Angeles Housing and Community Investment Department (HCIDLA)**  
Technical Services from the Affordable Housing Trust Fund Program Delivery

**Funding Sources:**

CDBG and HOME - Housing and Related Programs

**Term of Performance**

April 1, 2016 to March 31, 2017

Last Request for Proposals released 2012, authorized by Council File 12-0194.

Approval of these amendments extends the contract period beyond the term previously approved by Mayor and Council (C.F. 12-0194, C.F. 13-1395) by an additional twelve months for closeout activities in advance of the results of Request for Proposals (RFP). The RFP is tentatively scheduled for release in 2016.

HCIDLA's development programs require highly specialized services to comply with federal and state funding and policy requirements associated with these programs. An RFP issued in 2012 solicited contractors for services to providing decent, safe and sanitary housing for low-income residents, maximizing the number of loans to qualified, first-time homebuyers, remediating and creating lead-free homes for the City's families with small children and elderly, as well as low-interest home improvement loans and grants to low and moderate income homeowners to complete needed renovation and make accessibility improvements to their properties. Below are the contract extensions for these services funded out of the Consolidated Plan, Lead Grants, and Housing Production.

Architectural Services: Services include 1) Conducting site visits; reviewing housing proposals and agreements for residential developments; and providing construction feasibility analysis. 2) Preparing preliminary drawings to include conceptual, schematic, and design development. 3) Obtaining plan check approval from City agencies. 4) Providing additional related technical services as needed, including civil and mechanical engineering, site surveying, plumbing, electrical, and structural design services and any necessary engineering calculations and other technical support. 5) Preparing construction cost estimates.

Environmental Assessment Services: Services include conducting an environmental site assessment to determine the level of compliance with federal, state, and local environmental laws and regulations for a specific site and services are provided in accordance with a work task schedule.

Title Report Services: Services include Limited Title Reporting Service, Title Insurance, Trustee Sales Guarantee, and Reporting Service, and Trustee Services (foreclosure services).

Property Management Services: Upon HCIDLA acquisition of a property, services include providing rental services to existing occupants; management of property until the transfer to end user or developer; performing a rental survey to determine appropriate rental rates; collecting and accounting of rents; drafting of leases; overseeing rental agreements; responding to calls and complaints from tenants or the public; securing vacant properties, via fencing and/or boarding up; and managing repairs, including obtaining any necessary permits.

Appraisal Services: Services include providing appraisals prepared according to the Uniform Standards of Professional Appraisal Practice as adopted by the Appraisal Standards Board of the Appraisal Foundation; evaluating existing residential property, vacant land, proposed new construction projects, rehabilitation projects, mixed-use developments, and air rights.

Contractor	Admin. Address	Contract No.	Existing Contract	PY 41 HOME Grant	PY 41 CDBG Grant	Contract Total
<b>Architectural Services</b>						
Gonzalez/Goodale Architects	135 West Green Street, Ste 200 Pasadena, CA 91105	122780	\$ 40,000	\$ -	\$ -	\$ 40,000
<b>Environmental Assessment Services</b>						
Rincon Consultants, Inc.	180 North Ashwood Ave Ventura, CA 93003	122742	\$ 24,000	\$ -	\$ -	\$ 24,000
<b>Title Report Services</b>						
Orange Coast Title Company	640 N. Tustin Ave. Suite 106 Santa Ana, CA 92705	122810	\$ 120,000	\$ -	\$ -	\$ 120,000
<b>Property Management Services</b>						
Overland, Pacific & Cutler, Inc.	3750 Schaufele Avenue, Suite 150 Long Beach, CA 90808	122917	% from gross rents of assigned properties	\$ -	\$ -	\$ -
Mac Bennett Enterprises Inc. DBA International Realty & Investments	11215 S. Western Ave, Los Angeles, CA 90047	123730	\$ 36,000	\$ -	\$ -	\$ 36,000
<b>Appraisal Services</b>						
Gold Coast Appraisals, Inc.	11506 E Telegraph Road, Suite 214 Santa Fe Springs, CA 90670	122781	\$ 100,000	\$ -	\$ -	\$ 100,000
<b>TOTALS</b>			\$ 320,000	\$ -	\$ -	\$ 320,000

## 42nd Program Year Consolidated Plan Recommendations for Contract Authorities

### Los Angeles Housing and Community Investment Department Domestic Violence Shelter Operations Programs

#### Funding Sources:

CDBG - \$1,075,010

#### Term of Performance

April 1, 2016 to March 31, 2017

Approval of these contracts extends the total contract period beyond the term originally approved by the Mayor and Council (C.F. 10-1609) by an additional two years (April 1, 2016 to March 31, 2017). A request for proposals (RFP) had been scheduled for release in 2015. However, pending recommendations from a regional needs assessment conducted by the Mayor's office scheduled for release in June 2016 and uncertainty of future funding required HCIDLA to reconsider the action. Results of the needs assessments should inform the City's policies with regard to domestic violence. Additionally, Los Angeles County is working on releasing a RFP in 2017 and the County and City are interested in a coordinated approach to domestic violence services. The City would like to have a regional strategy with the County and would therefore be extending the contract period for another year (2017-18) during the work on the approach and RFP. The new contracts would begin in 2018.

The Domestic Violence Shelter Operations (DVSO) program is part of a comprehensive, multifaceted approach to combating domestic violence in the city with the goal of providing victims of domestic violence an individualized, case-managed plan of services that will ensure immediate safety and, over the longer term, will motivate and equip victims of domestic violence with appropriate skills and self-knowledge to support themselves and their families independent of the batterer. Through the DVSO program, customers receive psycho-social counseling, job preparation, job search assistance, financial management and parenting skills, among other services needed to enhance personal stability and improve economic opportunities.

Contractor	Admin. Address	Contract Amount
1736 Family Crisis Center	2116 Arlington Ave. Suite 200 Los Angeles, CA 90018	\$ 151,970
Center for the Pacific-Asian Family, Incorporated	543 N. Fairfax Ave., #108 Los Angeles, CA 90036	\$ 114,497
Haven Hills, Inc.	P.O. Box 260 Canoga Park, CA 91305	\$ 145,156
Jenesse Center, Inc.	3761 Stocker St. Los Angeles, CA 90008	\$ 145,156
Jewish Family Service of Los Angeles	3580 Wilshire Blvd., Suite 700 Los Angeles, CA 90010	\$ 83,837
Ocean Park Community Center	1453 16th St. Santa Monica, CA 90404	\$ 83,837
Rainbow Services, Ltd.	453 W. 7th St. San Pedro, CA 90731	\$ 129,827
Southern California Alcohol and Drug Programs, Inc.	11500 Paramount Blvd. Downey, CA 90241	\$ 99,167
DV Task Force Project		\$ 121,563
<b>GRAND TOTAL</b>		<b>\$ 1,075,010</b>

**42nd Program Year Consolidated Plan  
Recommendations for Contract Authorities**

**Los Angeles Housing + Community Investment Department (HCIDLA)**  
*Housing Opportunities For Persons With AIDS (HOPWA)*

**Funding Sources:**

HOPWA —Housing and Related Programs

**Term of Performance**

April 1, 2016 to March 31, 2017

The HOPWA program is designed to provide housing and supportive services to low-income persons living with HIV/ AIDS and their families. HCIDLA administers the HOPWA grant on behalf of the entire County of Los Angeles, as directed by Federal statute, which also requires that each HOPWA service provider be allocated administrative funds in addition to program dollars, which are shown in the charts below.

The majority of the HOPWA contracts were procured through a Request for Proposals (RFP) process and contract authority was approved through that Council action (CF 14-1705).

**Approval of this action would be to:**

1) Execute one-year contracts with Housing Authorities and Scattered Site Master Leasing for contract amounts listed below. Housing Authorities provide Tenant-Based Rental Assistance to HOPWA clients and transition them into the Housing Choice Vouchers (which is a program similar to the Section 8 program). The Scattered Site Master Leasing agencies are agencies that master lease units from property owners then rent those units as affordable permanent housing to qualified HOPWA clients and their families as subtenants.

2) Amend the existing contract with Shelter Partnership to provide technical assistance for one year.

**NOTE:** Approval for this contract extends the total contract period beyond the term previously approved by the Mayor and Council (CF 12-1470) by an additional one-year period for closeout activities. A Request for Proposals is now tentatively scheduled for release in September 2016.

**1) AMEND EXISTING CONTRACTS WITH THE FOLLOWING AGENCIES**

Contract	PY 41 Contract	PY 42 One-Year Contracts			Revised Contract Total
		Program	Admin.	Contract Total	

**Alliance for Housing & Healing dba The Serra Project and Aid for AIDS C-126643**

Scattered Site Master Leasing (Permanent Housing)	Housing Subsidy Assistance	\$ 506,142	\$ 470,712	\$ 35,430	\$ 506,142	\$ 1,012,284
Supportive Services in Housing	Supportive Service	50,000	46,500	3,500	50,000	\$ 100,000
<b>Contract Total</b>		<b>\$ 556,142</b>	<b>\$ 517,212</b>	<b>\$ 38,930</b>	<b>\$ 556,142</b>	<b>\$ 1,112,284</b>

**Project New Hope C-126475**

Scattered Site Master Leasing (Permanent Housing)	Housing Subsidy Assistance	\$ 506,142	\$ 470,712	35,430	\$ 506,142	\$ 1,012,284
Supportive Services in Housing	Supportive Service	50,000	46,500	3,500	50,000	\$ 100,000
<b>Contract Total</b>		<b>\$ 556,142</b>	<b>\$ 517,212</b>	<b>\$ 38,930</b>	<b>\$ 556,142</b>	<b>\$ 1,112,284</b>

**Housing Authority of the City of Los Angeles C-126937**

Tenant & Project-based Vouchers	Housing Subsidy Assistance	\$ 2,960,000	\$ 2,752,800	\$ 207,200	\$ 2,960,000	\$ 5,920,000
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**Housing Authority of the County of Los Angeles C-126644**

Tenant-based Vouchers	Housing Subsidy Assistance	\$ 410,000	\$ 381,300	\$ 28,700	\$ 410,000	\$ 820,000
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**City of Pasadena C-126938**

Tenant-based Vouchers	Housing Subsidy Assistance	\$ 380,000	\$ 168,024	\$ 12,647	\$ 180,671	\$ 560,671
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**Housing Authority City of Long Beach C-126909**

Tenant-based Vouchers	Housing Subsidy Assistance	\$ 1,000,000	\$ 930,000	\$ 70,000	\$ 1,000,000	\$ 2,000,000
Other Supportive Services	Supportive Service	250,000	232,500	17,500	250,000	\$ 500,000
<b>Contract Total</b>		<b>\$ 1,250,000</b>	<b>\$ 1,162,500</b>	<b>\$ 87,500</b>	<b>\$ 1,250,000</b>	<b>\$ 2,500,000</b>

**2) EXECUTE A ONE-YEAR CONTRACT WITH:**

**Technical Assistance/Resource Identification**

Shelter Partnership, Inc. C-122183	Technical Assistance	\$ 345,000	\$ 93,000	\$ 7,000	\$ 100,000	\$ 445,000
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## 42nd Program Year Consolidated Plan Recommendations for Contract Authorities

**Los Angeles Housing + Community Investment Department**  
*Los Angeles Homeless Services Authority*

**Funding Sources:**

Community Development Block Grant (CDBG)  
 Emergency Solutions Grant (ESG)

**Term of Performance**

April 1, 2016 to March 31, 2017

CDBG- Crisis Housing for Families/Individuals

This category includes the activities funded under the homeless shelter and services line item in the 42nd Con Plan.

CDBG — Planning/Administration

This category includes two CDBG-funded activities that are listed as separate line items in the Consolidated Plan: LAHSA Administration and LAHSA Technical Assistance.

ESG — Street Outreach & Shelter

Provides funding for emergency response activities and offers emergency and supportive services to homeless persons; also provides emergency shelter (including winter shelter program activities), housing, and referral and supportive services to homeless families. This category includes the following ESG-funded programs that are listed as separate line items in the Consolidated Plan: Downtown Drop-In Center, Winter Shelter and Homeless Emergency Shelter and Services.

ESG — Homeless Prevention and Rapid Re-Housing (HPRP)

Provides funding for primarily rapid re-housing activities and, on a very limited basis, homelessness prevention and diversion activities. Activities may include various forms of financial assistance (rental application fee, security deposit, prior month's rent, utility deposit and arrears) and housing relocation and stabilization services such as housing search and placement, housing stability case management, mediation, legal services, and credit repair.

ESG — Administration/HMIS

Funds used by LAHSA for Administration and for use of a Homeless Management Information System (HMIS) for data collection and evaluation as mandated by HUD. Funds allocated for HMIS will include system oversight, training on data support, and reporting for homeless program providers and the Continuum of Care.

<b>ESG Resources</b>	<b>PY 42 Council Approved</b>
Entitlement	\$4,496,906.00
Program Income	\$0.00
Program and Admin Savings from Prior Years	\$750,000.00
<b>Total</b>	<b>\$5,246,906.00</b>
HCIDLA Administration approved by Council	\$134,907.00
<b>Total ESG Available for LAHSA contracts</b>	<b>\$5,111,999.00</b>

**42nd Program Year Consolidated Plan Recommendations for Contract Authorities**

<b>Project Title</b>	<b>Contract No.</b>	<b>Service Area</b>	<b>Prior Contract Amount</b>	<b>PY 42 Amendment</b>	<b>Rev. Contract Total</b>
<b>Community Development Block Grant - CDBG</b>					
Homeless Crisis Housing	126150	Citywide	\$ 2,764,990.00	\$ 2,664,990.00	\$ 5,429,980.00
Administrative/Technical Assistance	126100	citywide	\$808,146	\$753,443	\$1,561,589
<b>LAHSA CDBG TOTAL</b>			<b>\$ 3,573,136.00</b>	<b>\$ 3,418,433.00</b>	<b>\$ 6,991,569.00</b>
<b>Emergency Solutions Grant - ESG</b>					
Street Outreach & Shelter PY 41 Savings	126397	Citywide	\$3,053,572.57	\$2,713,483 \$500,000	
<b>Street Outreach &amp; Shelter Subtotal</b>			<b>\$3,053,572.57</b>	<b>\$3,213,483</b>	<b>\$6,267,055.57</b>
Homelessness Prevention and Rapid Re-housing (HPRP)	126151	Citywide	\$1,221,310	\$1,221,310	\$2,442,620
PY 41 Savings				\$250,000	\$250,000
<b>HPRP Sub-total</b>			<b>\$1,221,310</b>	<b>\$1,471,310</b>	<b>\$2,692,620</b>
Admin/HMIS	126101	Citywide	\$404,326	\$427,206	\$831,532
<b>LAHSA ESG TOTAL</b>			<b>\$4,679,208.57</b>	<b>\$5,111,999</b>	<b>\$9,791,207.57</b>
<b>LAHSA CDBG + ESG GRAND TOTAL</b>			<b>\$ 8,252,344.57</b>	<b>\$ 8,530,432.00</b>	<b>\$ 16,782,776.57</b>

**42nd Program Year Consolidated Plan  
Recommendations for Contract Authorities  
Neighborhood Improvement Fund (NIF)**

**Los Angeles Housing and Community Investment Department**  
Neighborhood Improvement Fund (NIF)

**Funding Sources:**

CDBG - Neighborhood Improvements

**Term of Performance**

To be determined during contract negotiations.

Last Request for Proposals released 2014, authorized by Council File 14-0310.

Each NIF project is a stand-alone project.

NIF contracts are used to undertake improvements to community and recreational facilities and to undertake streetscape improvements. All contractors and all City departments are required to begin construction within one year of award notification and complete their projects within two years of award notification. This project will link residents of the San Fernando Gardens Public Housing Project to the (alley adjacent to) Nonprofit Bradley Plaza and Van Nuys Boulevard. This will be achieved through creating a 40 ft. green alley.

<b>Contractor</b>	<b>Project</b>	<b>Admin. Address</b>	<b>Contract Amount</b>
Pacoima Beautiful	Bradley Avenue Green Alley	13520 Van Nuys Blvd., Ste 200 Pacoima, CA 91331	\$ 250,000

**Los Angeles Housing and Community Investment Department**

Urgent Repair Program (URP)

**Funding Sources:**

CDBG - Housing and Related Programs

**Term of Performance**

April 1, 2016 to March 31, 2017

Last Request for Proposals released 2015, authorized by Council File 14-1376.

The highest bidder selected through the original RFP has opted out of contract renewal with the City for PY 2016-17. As a result, HCIDLA will select the next highest bidder from the original procurement and execute a new agreement with the newly selected contractor.

The Urgent Repair Program quickly responds to dangerous conditions in multifamily rental units. If the property owner fails to timely correct code violations within 48 hours of citation, HCIDLA utilizes the pre-approved contractor below to make the repairs and prevent the displacement of tenants from their rental units.

<b>Contractor</b>	<b>Admin. Address</b>	<b>PY 42 Contract</b>
Dexterous Construction Inc. General Contractor	4708 CRENSHAW BLVD STE 203 LOS ANGELES, CA 90043	\$ 100,000



**Attachment 3**

Row	Project	Revised Name	Revised Scope
20	Clean Tech Business Incubator (LA Kretz Innovation Campus)	Los Angeles Cleantech Incubator	
53	Campus at LA Family Housing (Coordinated Homeless Service Center located in Council District 6)	LA Family Housing - Coordinated Homeless Service Center located in Council District 6	
62	Bradley Plaza Project	Bradley Plaza Green Alley	This project will demonstrate green alley concepts and strengthen the connection between San Fernando Gardens and the Bradley Avenue Plaza. Aesthetically pleasing permeable surfaces will be implemented in the blighted alley between the Bradley Plaza and San Fernando Gardens.
64	CD 1 Pedestrian Safety Improvements Phase I	Council District 1 Pedestrian Safety Improvements Phase I	
73	El Sereno Recreation Center Improvements		Removal of existing surface-mounted skate park amenities and installation of a new skate park
80	James Slauson Recreation Center		Improvements to the sports fields and/or multipurpose center
85	MacArthur Park Restroom Project	MacArthur Park Capital Improvements Project	
104	Van Nuys and Lemay St.	Van Nuys and Lemay Street Lighting Project	
108	Whitsett Fields Park Sports Field Improvements	Whitsett Sports Field Improvements Phase III	
111	Irving Middle School Field	Washington Irving Middle School Soccer Field	
115	Green Alley Project (West of Central Ave between Jefferson and 43rd)		Capital improvements to a residential alley(s) in South Los Angeles.