

HA RESOLUTION NO. _____

RESOLUTION OF THE CHULA VISTA HOUSING AUTHORITY: (1) WAIVING THE COMPETITIVE FORMAL BID REQUIREMENTS; (2) APPROVING AN AGREEMENT BETWEEN THE CITY/HOUSING AUTHORITY AND COMPLIANCE SERVICES, LLC FOR AFFORDABLE HOUSING MONITORING SOFTWARE; AND (3) AUTHORIZING THE CITY MANAGER/HOUSING AUTHORITY DIRECTOR OR HIS DESIGNEE TO EXECUTE THE INITIAL AGREEMENT AND AUTHORIZING THE PURCHASING AGENT TO EXECUTE THREE ONE-YEAR OPTIONS TO EXTEND THE AGREEMENT

WHEREAS, as a condition of receiving Federal funding from the U.S. Department of Housing and Urban Development, the Chula Vista Housing Authority (CVHA) is required to monitor its Community Development Block Grant, and HOME Investment Partnership assisted projects during the affordable rental housing affordability period, and

WHEREAS, as the issuer of Multi-Family Housing Revenue Bonds, the City is required to monitor its California Debt Allocation Committee (CDLAC) funded projects during the Qualified Compliance Period; and

WHEREAS, the CVHA is required to monitor projects funded using Low and Moderate Income Housing funds in accordance with California Health and Safety Code Section 33000, et.seq).

WHEREAS, the CVHA has funds from the annual monitoring fees collected from bond financed projects; and

WHEREAS, the CVHA is seeking professional consultant services to assist the City in monitoring its affordable housing stock; and

WHEREAS, the Compliance Services, LLC (“Consultant”)’s software is currently in use by various public agencies and said system is used to monitor over 600 affordable housing properties, representing more than 65,000 units. Cities that currently use the software and related services include the City of Concord, City of Escondido, City of Foster City, City of Fresno, City of Hayward, City of Hesperia, City of Santa Clara, and Contra Costa County.

WHEREAS, Compliance Services, LLC (“Consultant”) was selected due to its intimate knowledge of and approach to monitoring affordable housing using a web-based reporting compliance reporting system, its extensive experience, and its ability to complete the services in a timely manner; and

WHEREAS, the CVHA has used Consultants software since 2010 and significant resources have been dedicated to training city staff and property owner/managers to effectively operate the software; and

WHEREAS, Consultant warrants and represents that it is experienced and staffed in a manner such that it can deliver the services required of Consultant to CVHA in accordance with the time frames and the terms and conditions of this Agreement.

WHEREAS, based on Consultant's unique software product and history of use by the City as set forth above, the CVHA desires to waive the competitive bidding requirements, and enter into a two-party agreement with Compliance Services, LLC to provide compliance monitoring and reporting software services ("Agreement") in an amount not to exceed \$15,000, with three (3) one-year options to extend in amounts not to exceed \$15,000 each year, for a maximum authorized amount of \$60,000, contingent upon availability of funding.

NOW, THEREFORE, BE IT RESOLVED based on the findings above, the Chula Vista Housing Authority does hereby waive the competitive bidding requirements and authorizes the City manager or his designee to execute the Agreement in an amount not to exceed \$15,000, with three (3) one-year options to extend in amounts not to exceed \$15,000, for a maximum authorized amount of \$60,000; and authorize the purchasing agent to execute three (3) one (1) year options to extend.

Presented by

Approved as to form by

Gary Halbert
Housing Authority Director

Glen R. Googins
Housing Authority Legal Counsel