

REPORT OF THE CHIEF LEGISLATIVE ANALYST

DATE: June 13, 2024

TO: Honorable Members of the City Council

FROM: Sharon M. Tso
Chief Legislative Analyst

Council File No. 24-0500
Assignment No. 24-06-0404

UP for SMT

50th Program Year / 2024-25 Housing and Community Development Consolidated Plan

On June 7, 2024, the Civil Rights, Equity, Immigration, Aging and Disability Committee approved a report from the Office of the Chief Legislative Analyst relative to the 50th Program Year Housing and Community Development Consolidated Plan Budget for Fiscal Year 2024-25 (Council File 24-0500). As part of the documentation for this action, our Office is transmitting the following attachments to be included on the Council File only:

- Revised 50th Program Year Consolidated Plan Revenues and Allocations (Attachment A), which corrects an error in the total amounts for Rows 77-83 under Administration / Planning.
- Contract Authorities (Attachment G), which allocates funds to various non-profit agencies and City departments that implement the Program Year 50 Consolidated Plan programs and activities;
- Controller Instructions (Attachment H) to establish the necessary accounts for the Community Development Block Grant, Emergency Solutions Grant, Housing for Persons with AIDS, and HOME Investment Partnership; and,
- Updated Community Participation Summary (Attachment I) in compliance with 24 CFR 570.486(a)(6), which requires grantees to provide citizens with reasonable advance notice of and opportunity to comment on proposed activities in an application for the Consolidated Plan, including but not limited to the City's application for Community Development Grant Fund entitlement resources.

ATTACHMENT A

Row	Project	City Dept.	Council District	49th Program Year (FY 49) 2023-24										M	O	P	Q	
				PY 49 CDBG	Sept. 2023 Reprogram (CF-23-0958)	Nov. 2023 Reprogram (CF-23-2055-52)	March 2024 Reprogram (CF-22-1205-55)	PY 49 CDBG Total	PY 49 HOME	PY 49 ESG	PY 49 HOHWA	PY 49 Total						
REVENUE/RESOURCES																		
1	Program Income			50,185,777	9,475,900	1,435,751	10,357,839	11,763,131	81,132,407	18,061,000	6,775,146	3,627,801	7,555,339	110,074,751	18,426,468	8,262,415	24,961,581	162,325,114
2	Program Income - Admin (City Charge)			(6,066,319)					(6,066,319)					(6,066,319)				(6,066,319)
3	Midyear Reprogramming																	
4																		
5																		
PUBLIC SERVICES																		
6	Aging Services (voluntary)	OPWD	Opwrd	50,185,777	9,475,900	1,435,751	10,357,839	11,763,131	81,132,407	18,061,000	6,775,146	3,627,801	7,555,339	110,074,751	18,426,468	8,262,415	24,961,581	162,325,114
7	Domestic Violence & Human Trafficking Shelter Operators	OPD	Opwrd		2,659,900				2,659,900				2,659,900		2,659,900			2,659,900
8	Homeless Resource System	OPD	Opwrd		664,300				664,300				664,300		664,300			664,300
9	LAHSA - Homeless Emergency Shelter & Services (excl of PHF; includes Emergency Shelter, Oats at San Julian, Winter Shelter)	LAHSA	Opwrd															
10	LAHSA - Homeless Management System (HMS)	LAHSA	Opwrd															
11	LAHSA - Rapid Rehousing Program (formerly Homeless Prevention and Rapid Re-housing)	LAHSA	Opwrd															
12	Subtotal - Public Services				3,324,200				3,324,200				3,324,200		3,324,200			3,324,200
13	CDSG Public Services Cap				9,907,000				9,907,000				9,907,000		9,907,000			9,907,000
14	ESG Outreach Shelter Cap (Hold Harmless Need) (NOTE: this amount doesn't change unless 60% of annual amount is higher)																	
15	ESG Outreach Shelter Cap (Hold Harmless Need)																	
ECONOMIC DEVELOPMENT																		
16	Community Development Program (Homeless)	EGD	Opwrd	1,065,315	300,000				1,365,315				1,365,315		1,365,315			1,365,315
17	Accelerating Blue Future Incubator	EWDD	Opwrd		300,000				300,000				300,000		300,000			300,000
18	Community Center Co - All-Sector Enterprise Acquisition	EWDD	Opwrd		300,000				300,000				300,000		300,000			300,000
19	Grid 110	EWDD	Opwrd		374,000				374,000				374,000		374,000			374,000
20	Health, Neighborhood Market Network Program	EWDD	Opwrd		374,000				374,000				374,000		374,000			374,000
21	LA BusinessSource Program	EWDD	Opwrd		6,996,000				6,996,000				6,996,000		6,996,000			6,996,000
22	Let's Make LA Healthier Initiative	EWDD	Opwrd		1,500,000				1,500,000				1,500,000		1,500,000			1,500,000
23	Los Angeles Recovery Gap Financing Program	EWDD	Opwrd		1,547,183				1,547,183				1,547,183		1,547,183			1,547,183
24	Small Business Revival	EWDD	Opwrd		175,000				175,000				175,000		175,000			175,000
25	Sidewalk Vending Cart Program	EWDD	Opwrd		480,750				480,750				480,750		480,750			480,750
26	Sec 108 Loan Payback (Grant)	EWDD	Opwrd		1,000,000				1,000,000				1,000,000		1,000,000			1,000,000
27	Sec 108 Loan Payback (Grant)	EWDD	Opwrd		1,000,000				1,000,000				1,000,000		1,000,000			1,000,000
28	Sec 108 Loan Payback (Small Business Loan Program)	EWDD	Opwrd		1,896,000				1,896,000				1,896,000		1,896,000			1,896,000
29	Sec 108 Loan Payback (Public Housing)	EWDD	Opwrd		1,771,000				1,771,000				1,771,000		1,771,000			1,771,000
30	Sec 108 Loan Payback (Hazard and Bailout)	EWDD	Opwrd		1,896,000				1,896,000				1,896,000		1,896,000			1,896,000
31	Sec 108 Loan Payback (Hazard and Bailout)	EWDD	Opwrd		1,771,000				1,771,000				1,771,000		1,771,000			1,771,000
32	Stanton Walk - Affordable Housing - Econ Dev - Green Space	EWDD	Opwrd		1,319,077				1,319,077				1,319,077		1,319,077			1,319,077
33	Subtotal - Economic Development				11,170,315				11,170,315				11,170,315		11,170,315			11,170,315
HOUSING AND RELATED PROGRAMS																		

ATTACHMENT G

**50th Year (PY 2024-2025) Contract
Authorities**

Program Name	Page Number
Aging Services Delivery System	1
BusinessSource Centers System	2
Business Incubator Programs-Economic Development	4
Domestic Violence & Human Trafficking Shelter Operations	5
Fair Housing	6
FamilySource System	7
Handyworker Program-Single Family Rehabilitation	9
Historic Preservation Program	10
Housing Opportunities for Persons with AIDS (HOPWA)	11
Los Angeles Homeless Services Authority	12
Lead Hazard Remediation Program	13
Neighborhood Improvements	14
Occupancy Monitoring	15
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Systems for Community Investment for Families Department (CIFD)	17
Systems for Various Programs Los Angeles Housing Department (LAHD)	18
Technical Services - Housing and Related Programs	19
Translation Services/Language Access Plan Implementation	20
Urgent Repair	21

Department of Aging

Aging Services Delivery System

Funding Sources:

CDBG - Public Services \$526,940

Term of Performance:

July 1, 2024 to June 30, 2025

Procurement:

Emergency Alert Response System (EARS) - The last Request for Proposal (RFP) was released in March 2024. The RFP was competitive. Evaluations were completed and contract award with successful bidder is pending City Council approval.

Evidenced-Based Programs (EBP) - A RFP was released on April 5,2023, in conjunction with senior services primarily funded through the Older Americans Act. The RFP released required proposers to identify which Aging Service Area (ASA) their agency would like to compete for. Fourteen (14) of the fifteen (15) ASA RECEIVED ONLY (1) PROPOSAL. Only one (1) ASA (Northwest Valley - ASA 1) was competitive and received multiple proposals. Contract award for this ASA is pending Mayoral and Council approval. This will be the first year for this contract under this procurement.

Program Description:

EARS provides small communications units that allow for communication for medical and emergency needs for low income, homebound older adults, so they may remain in their homes and be independent.

EBP provides older adults with programs that enhance wellness skills in the areas of self- management, healthier living, and physical activity programs.

Contractor	Aging Service Area (ASA)	PY 50 CDBG	EARS Program Income	Contract Total
EARS (Emergency Alert Response System) Program				
Best Buy Health, Inc.	Citywide	\$171,797	\$0	\$171,797
Department of Aging - EARS	Citywide	\$95,463		\$95,463
EARS Subtotal		\$267,260	\$0	\$267,260
Evidence Based Program (EBP)				
Jewish Family Services of Los Angeles	6, 7	\$32,700		\$32,700
Mexican American Opportunity Foundation	9	\$16,350		\$16,350
ONEgeneration	1,3	\$32,700		\$32,700
San Fernando Valley Interfaith Council, Inc. (4 ASAs)	1, 2, 4, 5	\$49,050		\$49,050
St. Barnabas Senior Center of Los Angeles (2 ASAs)	8, 10	\$32,700		\$32,700
Watts Labor Community Action Committee (2 ASAs)	11, 12, 13, 14	\$65,400		\$65,400
Wilmington Jaycees Foundation, Inc.	15	\$16,350		\$16,350
Partners In Care Foundation	Citywide	\$14,430		\$14,430
EBP Subtotal		\$259,680		\$259,680
TOTAL		\$526,940	\$0	\$526,940

**Economic and Workforce
Development Department**
LA BusinessSource Centers System

Funding Source:

CDBG—Economic Development **\$7,211,250**

Term of Performance:

July 1, 2024-June 30, 2025

Procurement:

Last Request for Proposals released July 29, 2021, authorized by Council File 21-0270. This will be the third year of the contract under this procurement.

Program Description:

The Los Angeles BusinessSource Centers System is operated by community-based organizations with expertise and experience in providing technical assistance and centralized services to businesses. The training components target small businesses citywide and includes microenterprise owners and entrepreneur populations. The microenterprise businesses must meet the CDBG definition of microenterprises, the entrepreneurial component is available to CDBG eligible individuals.

Los Angeles BusinessSource Center System						
Contractor	Council District	Region	Contract Amount			Total CDBG Funding
			PY 50 Small Businesses	PY 50 BSC Centralized Services	PY 49 BSC Centralized Services	
New Economics for Women (NEW) 1730 East 1st Street Los Angeles 90033	14	East LA	\$725,000			\$725,000
Initiating Change In Our Neighborhoods Community Development Corporation (ICON) 14553 Delano Street, Suite 212 Van Nuys 91411	6	South Valley	\$625,000			\$625,000
Initiating Change In Our Neighborhoods Community Development Corporation (ICON) 13269 Van Nuys Blvd Pacoima, CA 91331	7	North Valley	\$625,000			\$625,000
Pacific Asian Consortium in Employment (PACE) 1370 North St. Andrews Place, Suite 215 Los Angeles 90028	13	Hollywood	\$625,000			\$625,000
Managed Career Solutions, Inc. (MCS) 455 W 6th St San Pedro CA 90731	15	Harbor	\$625,000			\$625,000
Pacific Asian Consortium in Employment (PACE) 1055 Wilshire Blvd, Suite 900 B Los Angeles CA 90017	1	Pico-Union/Westlake	\$725,000			\$725,000
Coalition for Responsible Community Development (CRCD) 2415 South Central Avenue Los Angeles 90011	9	Southeast LA	\$725,000			\$725,000
Vermont Slauson Local Development Corporation (VSLDC) 1513 East 103rd Street Los Angeles 90002	15	Watts	\$725,000			\$725,000

Managed Career Solutions, SPC. (MCS) 18645 Sherman Way, Suite 114 Reseda, CA 91335	3, 12	West Valley	\$625,000			\$625,000
Vermont Slauson Local Development Corporation (VSLDC) 1130 W. Slauson Avenue Los Angeles, CA 90044	8, 9	South LA	\$725,000			\$725,000
FAJ Consulting Services Inc. 5006 Redwillow Avenue LA Canada, CA 91011	All	Citywide		\$261,250	\$200,000	\$461,250
Bet Tzedek Inc. 3250 Wilshire Blvd., 13th Floor Los Angeles, CA 90010	All	Citywide		\$200,000		\$200,000
				Total:		\$7,411,250

Economic and Workforce Development Department

Economic Development - Business Incubator Programs

Funding Source:

CDBG—Economic Development

Term of Performance:

*July 1, 2024 - June 30, 2025

**December 1, 2024 - November 30, 2025

Program Description:

The City’s Economic and Workforce Development Department (EWDD) Economic Development Division evaluates potential economic development projects and activities based on the Con Plan’s priority needs, and how they impact economic opportunities principally for low-and moderate-income persons. The below projects will create jobs through site expansion and improvements, and promote business growth through providing assistance and support.

Project Name	Contractor	Service Area	Contract #	PY50 CDBG	Total Contract Amount
ACCELERATING A BLUE FUTURE Incubator**	Braid Theory, Inc.	Citywide	New	\$201,915.00	\$201,915.00
LOS ANGELES CLEANTECH INCUBATOR*	LOS ANGELES CLEANTECH INCUBATOR	Citywide	New	\$1,442,250	\$1,442,250.00
GRID 110 Incubator**	GRID110, INC.	Citywide	New	\$359,601	\$359,601.00
HEALTHY NEIGHBORHOOD MARKET NETWORK PROGRAM*	COMMUNITY PARTNERS	Citywide	New	\$480,750	\$480,750.00
SEE-LA Food Business Incubator(Seasoned Accelerator)**	Sustainable Economic Enterprises of Los Angeles	Citywide	New	\$129,803	\$129,803.00

Community Investment for Families Department

Domestic Violence & Human Trafficking Shelter Operations

CDBG-Public

Services \$ 2,398,619

(Fund 424)

General Fund \$ 3,881,436

Total \$ 6,280,055

Proposed Contract Term

July 1, 2021 - December 31, 2024

Program Description

The Survivor Services program provides survivors of domestic violence with an individualized, case-managed plan of services that will ensure immediate safety, housing stability 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 abuser.

Procurement Authority

CIFD's 10 Survivor Services contractors were procured in 2017 (CF # 17-1052), with the first year of contracts starting July 1, 2018. The current contracts are set to expire on June 30, 2024. Pursuant to CF 22-1205-S1, CIFD has received Council Authority to issue a new RFP in July of 2024 and select contractors to begin services on January 1, 2025. In order to provide CIFD time to complete its new RFP and execute new contracts (and to ensure uninterrupted services), CIFD requests authority to extend its current contracts for an additional six months. The contract amendments will have a new end date of December 31, 2024. Approval of this request will extend the contracting term with the current contractors to 6.5 years (July 1, 2018 through December 31, 2024).

Contract Authority

CIFD is requesting that the City Council and Mayor authorize CIFD to amend contracts with the service providers listed in column titled CONTRACTOR of the table below to add FY 24-25 General Funds and PY 50 CDBG funds to extend current contracts for six months, for the term of July 1, 2024 - December 31, 2024.

Contract #	Amendment #	CONTRACTOR	SHELTER TYPE	CURRENT CONTRACT AMOUNT 7/1/21 - 6/30/24	7/1/24 - 12/31/24 FUNDING BREAKDOWN		AMENDMENT AMOUNT FOR 7/1/24 - 12/31/24	TOTAL CONTRACT AMOUNT
					PY 50 CDBG	FY 24-25 GF		
C-138895	3	1736 Family Crisis Center	DV - Emergency & Transitional	\$ 2,188,345.50	\$305,427	\$29,573	\$335,000	\$ 2,523,345.50
C-138706	3	Center for the Pacific-Asian Family, Incorporated	DV - Emergency & Transitional	\$ 1,485,000.00	\$207,304	\$40,196	\$247,500	\$ 1,732,500.00
C-138719	3	Haven Hills, Inc.	DV - Emergency & Transitional	\$ 3,336,250.50	\$465,736	\$90,306	\$556,042	\$ 3,892,292.50
C-138757	4	Jenesse Center, Inc.	DV - Emergency & Transitional	\$ 3,581,082.50	\$427,283	\$82,850	\$510,133	\$ 4,091,215.50
C-138707	3	Jewish Family Service of Los Angeles	DV - Emergency & Transitional	\$ 1,903,682.50	\$265,752	\$51,529	\$317,281	\$ 2,220,963.50
C-138718	3	Rainbow Services, Ltd.	DV - Emergency & Transitional	\$ 2,402,435.50	\$335,376	\$65,030	\$400,406	\$ 2,802,841.50
C-138720	3	Southern California Alcohol and Drug Program, Inc.	DV - Emergency	\$ 1,071,071.50	\$149,520	\$28,992	\$178,512	\$ 1,249,583.50
C-138709	3	Catholic Charities of Los Angeles, Inc.	DV - Transitional	\$ 671,228.88	\$93,703	\$18,169	\$111,872	\$ 783,100.88
C-138716	3	The People Concern	DV - Transitional	\$ 1,063,911.12	\$148,518	\$28,800	\$177,318	\$ 1,241,229.12
C-138704	3	Coalition to Abolish Slavery & Trafficking	HT - Emergency & Transitional	\$ 2,400,000.00		\$ 400,000	\$400,000	\$ 2,800,000
TOTAL Domestic Violence & Human Trafficking Shelter Operations					\$ 2,398,619	\$ 835,445	\$ 3,234,064	\$ 23,337,072

Los Angeles Housing Department
Fair Housing

Funding Sources:

CDBG - Administration (Fund 424)	\$ 495,686
Rent (Fund 440)*	Special Fund Schedules \$ 540,000
TOTAL \$ 1,035,686	

Proposed Contract Term:

July 1, 2022 - June 30, 2025

Procurement and Contract Authority:

The last Request for Proposals (RFP) was released on October 18, 2021 under CF 20-1433, to solicit qualified firm(s) to provide Citywide Fair Housing Services for an initial contract term of three years. This will be the third year of this contract under this procurement cycle as shown in the table below. LAHD requests authority to amend the contract with Southern California Housing Rights Center for an additional one-year term, for a new contract term of July 1, 2022 through June 30, 2025, for the amount reflected below.

Additionally, LAHD recommends that a new RFP be released for the services listed below. This report includes a request for authority to release an RFP for this service for new contracts effective on July 1, 2025.

Program Description:

The Fair Housing program provides services citywide and meets HUD's goals of affirmatively furthering fair housing in accordance with the Fair Housing Act, which is to protect the buyer or renter of a dwelling from discrimination by a seller or a landlord. The Act's primary prohibition makes it unlawful to refuse to sell, rent to, or negotiate with any person because of that person's inclusion in a protected class. The contract provides counseling and education to residents on fair housing rights, investigates complaints of discrimination, and provides legal services and referral regarding housing discrimination. Pursuant to CF 18-0462, this program also includes outreach and education to tenants and property owners for the source of income discrimination ordinance and enforcement of this ordinance.

Contractor	Contract #	Proposed Amendment #	Existing Contract Amount	PY 50 CDBG (Fund 424)	Rent * (Fund 440)	Amended Contract Amount	Total Contract Amount
Southern California Housing Rights Center	C-141332	2	\$ 1,841,000	\$ 495,686	\$ 540,000	\$ 1,035,686	\$ 2,876,686

*Special Fund appropriation has been included in the FY 2024-25 Mayor's Proposed Budget and is pending Council's approval.

Community Investment for Families Department

FamilySource System

Funding Sources

General Fund - FY 2024-25	\$19,092,814	
FY24 General Fund Savings (re-appropriate to FY25)	\$750,000	19,842,814
CDBG-Public Services	\$6,008,873	
CSBG	\$4,686,302	
	\$30,537,989	

Programs	Contract Authority	Available Funding
19 FSCs @ \$1.5 million per FSC	\$28,500,000	\$28,500,000
Los Angeles Unified School Districts	\$1,916,119	\$1,916,119
Program Evaluator- California State University, Northridge)* Up to \$250,000	\$250,000	\$121,870
	\$30,666,119	\$30,537,989

Program Description

The City's FamilySource System provides a continuum of core services including, but not limited to case management, multi-benefit screening, employment support, financial literacy, adult education, housing navigation, parenting classes, computer literacy, child care, and legal services designed to assist low-income families increase their family income and economic opportunities, as well as various youth services designed to improve academic achievement. Funding is also provided to the Los Angeles Unified School District for pupil services attendance counselors, and for program evaluation by Cal State Northridge to assess FSC system performance, to calculate the economic benefit and to provide technical assistance. About 40,000 households are served by the FamilySource Centers annually.

Procurement Authority

The FamilySource Centers System was procured in 2023 (CF 23-0467 & CF 23-0467-S2). The FSC System Evaluator was also procured in 2023 (CF 20-1433).

Contract Authority

CIFD is requesting that the City Council and the Mayor authorize CIFD to execute new contracts with the service providers listed in the table below to provide FY 24-25 services for the term of July 1, 2024 through June 30, 2025. CSUN's contract term is 10/1/24 -9/30/25.

Contractor Name	Area of Service	Council District	PY50 CDBG	2024 CSBG	FY 2024-25 General Fund	Contract Total
All Peoples Community Center	Southeast LA I	9	\$316,256	\$246,647	\$937,097	\$1,500,000
Barrio Action Youth and Family Center	Northeast Los Angeles	14	\$316,256	\$246,647	\$937,097	\$1,500,000
Central City Neighborhood Partners	Westlake	1	\$316,256	\$246,647	\$937,097	\$1,500,000
El Centro De Ayuda	Boyle Heights	14	\$316,256	\$246,647	\$937,097	\$1,500,000
El Centro Del Pueblo	Echo Park	13	\$316,256	\$246,647	\$937,097	\$1,500,000
El Nido Family Centers	South LA I	8, 9	\$316,256	\$246,647	\$937,097	\$1,500,000
El Nido Family Centers	Pacoima	7	\$316,256	\$246,647	\$937,097	\$1,500,000
Koreatown Family and Community Center	Wilshire	1, 10	\$316,256	\$246,647	\$937,097	\$1,500,000
New Economics for Women	Canoga Park	3	\$316,256	\$246,647	\$937,097	\$1,500,000
New Economics for Women	Van Nuys	2, 6	\$316,256	\$246,647	\$937,097	\$1,500,000
P.F Bresee Foundation	Hollywood	10, 13	\$316,256	\$246,647	\$937,097	\$1,500,000

Contractor Name	Area of Service	Council District	PY50 CDBG	2024 CSBG	FY 2024-25 General Fund	Contract Total
The Children's Collective	South LA II	8	\$316,256	\$246,647	\$937,097	\$1,500,000
Toberman Neighborhood Center	Wilmington/ San Pedro	15	\$316,256	\$246,647	\$937,097	\$1,500,000
Watts Labor Community Action Committee	Southeast LA II	9	\$316,256	\$246,647	\$937,097	\$1,500,000
Watts Labor Community Action Committee	Watts	15, 8	\$316,256	\$246,647	\$937,097	\$1,500,000
Jenesse Center Inc.	South LA III	10	\$316,256	\$246,647	\$937,097	\$1,500,000
El Centro De Amistad	Panorama City	6	\$316,256	\$246,647	\$937,097	\$1,500,000
Latino Resource Organization	North Hollywood/ Sun Valley	2, 6	\$316,256	\$246,647	\$937,097	\$1,500,000
Central City Neighborhood Partners	Koreatown	10	\$316,265	\$246,656	\$937,079	\$1,500,000
The Los Angeles Unified School District	Citywide				\$1,916,119	\$1,916,119
The University Corporation (aka California State University, Northridge)	Citywide				\$121,870	\$121,870
TOTALS			\$6,008,873	\$4,686,302	\$19,842,814	\$30,537,989

* Through the FY 2024-25 Financial Status Report process, savings from the FY 2023-24 Contractual Account 003040 will be re-appropriated to FY 2024-25 in order to increase the CSUN contract amount to \$250,000 for the term of October 1, 2024 - September 30, 2025.

Los Angeles Housing Department

Single Family Rehabilitation--Handyworker Program

Funding Sources:

CDBG-Housing & Related Programs (Fund 424)	\$ 1,311,512	For professional services contracts
Total		\$ 1,311,512

Proposed Contract Term:

July 1, 2022 - September 30, 2025

Procurement and Contract Authority:

The last Request for Proposals (RFP) for the Handyworker Program was released on September 27, 2021 under CF 20-1433, to solicit qualified firm(s) to provide Handyworker services for a total contract term of three years. This will be the third year of these contracts under this procurement cycle as shown in the table below. LAHD requests authority to amend the contracts for an additional one year term, for a new contract term of July 1, 2022 through September 30, 2025 and to increase the contract amounts as reflected below.

Furthermore, LAHD recommends that a new RFP be released for the Handyworker Program to solicit proposals for the following services: Handyworker Construction; Inspection, Survey, and Analysis for Hazardous Materials (Lead and Asbestos); and Laboratory Lead Testing. This report includes a request for authority to release an RFP for these services for new contracts effective on October 1, 2025.

Program Description:

The Handyworker Program provides free minor home repair and accessibility improvements for low-income homeowners that are 62 years and older or have a permanent disability. These services ultimately improve the quality of life and provide beneficial support to the community at large. The Handyworker Program uses CDBG funds, which specify eligibility thresholds for homeowners and renters who earn 80% or less of Area Median Income (AMI) and reside in the City. The maximum grant per household for minor home repairs is \$5,000 plus allowances for building permit fees, and an administrative service fee of \$1,000. The grant also installs security and safety devices for renters, for which the maximum grant per household is \$600 plus an administrative service fee of \$450.

Construction Services: The Handyworker Program utilizes LICENSED GENERAL CONTRACTORS FROM non-profit organizations, for-profit organizations or private contractors to provide minor home repairs, in conformance with local building codes and general construction industry standards, and other services to clients.

Inspection, Survey, and Analysis for Hazardous Materials (Lead and Asbestos): Services include a combination of risk assessments and paint inspections including: collecting dust wipe samples, bare soil samples, X-Ray Fluorescence (XRF) readings, preparation of Lead Inspection Risk Assessment (LIRA) Report, developing lead abatement specifications, project monitoring, clearance, operation and maintenance plan, and limited clearance.

Laboratory Lead Testing: Provide a laboratory analysis report of lead contents in various types of samples, including soil, air, dust, water, Toxicity Characteristic Leaching Procedure (TCLP) extract liquid, and Soluble Threshold Limit Concentration (STLC) extract liquid. The contractor provides the test kits, conducts laboratory analysis, and issues a report. Whenever lead-based paint is disturbed, lead samples are taken to ensure the proper steps were taken to clean the work site. Proper containment and clearance samples ensure that there is no lead exposure to the workers, homeowner or any members of the household.

Contractor	Contract #	Proposed Amendment #	Existing Contract Amount	PY 50 CDBG (Fund 424)	Total Contract Amount
AG Pacific Construction & Development Corp.	C-141265	3	\$ 2,516,775.00	\$ 975,115.57	\$ 3,491,890.57
Watts Labor Community Action Committee	C-141422	3	\$ 577,047.00	\$ 336,396.43	\$ 913,443.43
TOTAL			\$ 3,093,822.00	\$ 1,311,512.00	\$ 4,405,334.00

Community Investment for Families Department

Historic Preservation Program

Funding Sources: CIFD's CDBG Admin (see Controller Instructions)

PY 50 CDBG Administration

Proposed Contract Term:

July 1, 2024 - September 30, 2025

Program Description

Section 106 Historic Preservation is a critical service needed to support various programs for the production and preservation of affordable housing as well as physical neighborhood improvements. The Section 106 Historic Preservation Consultant (HPC) will identify and evaluate properties approved for federally funded new construction, rehabilitation, clearance, demolition, or modification, and complete assessments of compliance with federal historical preservation regulations.

Procurement Authority

The contractor was selected through an RFP in 2022. (CF 22-1016)

Contract Authority

Contractor	Contract #	Current Contract Amount	FY 2024-25 Amendment #1	Total Contract Amount
ICF Jones & Stokes, Inc.	C-144943	\$ 60,320.00	\$ 4,392.00	\$ 64,712.00

* \$22,744 will be funded by PY50 CDBG Admin. \$18,352.50 was reprogrammed from this project in 22-1205-S2.

Los Angeles Housing Department

Housing Opportunities For Persons With AIDS (HOPWA)

Funding Sources:

HOPWA - Housing & Related Programs (Fund 569)	\$ 26,963,424
Total	\$ 26,963,424

Proposed Contract Term:

HMIS and CCA: July 1, 2023 - June 30, 2025

HOPWA service providers: July 1, 2024 - June 30, 2025

Procurement and Contract Authority:

The most recent HOPWA Housing Management Information System (HMIS) and Central Coordinating Agency (CCA) Services Request for Proposals was released on August 29, 2022 for new contracts with Eccovia, Inc. for HMIS services, and APLA Health & Wellness (successor in interest to Alliance for Housing and Healing) for CCA services, with contract terms effective on July 1, 2023 for an initial term of one year, with the option to extend for up to two additional one-year terms, as shown in the table below. LAHD requests authority to amend these contracts for an additional one-year term, for a new contract term of July 1, 2023 through June 30, 2025, for the amounts reflected below.

The previous HOPWA RFP was released on July 3, 2023 for new contracts to be effective on July 1, 2024. While this RFP was able to generate proposals for most of the services it solicited, it was unable to generate a proposal for one Regional Office geographic area of service (Service Planning Areas 3 & 7). As a result, LAHD proceeded to conduct separate outreach to identify a provider to pursue a sole source contract, and was able to identify a provider for this service. Additionally, LAHD reached out to the Office of the City Attorney to request approval of its justification for a sole source contract, and received approval. This will be the first year of these contracts under this procurement cycle as shown in the table below. LAHD requests authority to execute these contracts for a one-year term, with the option to extend for up to four additional one-year terms, for an initial contract term of July 1, 2024 through June 30, 2025 for the amounts reflected below. This request includes a request for authority to execute a sole source contract for the provision of Regional Office services for Service Planning Areas 3 & 7, for an initial contract term of one-year to commence on July 1, 2024, with the option to extend for up to four additional one-year terms.

Additionally, the Department presently holds sole source contracts with four housing authorities (City of Pasadena, Housing Authority of the City of Los Angeles, Housing Authority for the City of Long Beach, and the Los Angeles County Development Authority) for the provision of Tenant Based Rental Assistance (TBRA) services. These contracts are in the final year of their lifecycle and new contracts are recommended for the continuation of TBRA services. Because the TBRA services must be performed by housing authorities, due to their unique ability to provide continued Housing Choice Voucher Section 8 housing, LAHD requests authority to execute sole source contracts for TBRA services with the housing authorities identified in the table below, for the funding amounts also identified below. The requested contracts will commence on July 1, 2024 with the option to extend for up to four additional one-year terms.

Lastly, LAHD recommends that a new RFP be released for fiscal monitoring services. This report includes a request for authority to release an RFP for this service for new contracts effective in PY50.

Program Description:

The HOPWA program is designed to provide housing and supportive services to low-income persons living with HIV/AIDS and their families. LAHD 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.

Contractor	Service	Contract #	Proposed Amendment #	Existing Contract Amount	PY 50 HOPWA (Fund 569)	Total Contract Amount
APLA Health & Wellness	Central Coordinating Agency (CCA)	C-144536	1	\$ 1,353,106	\$ 2,401,817	\$ 3,754,923
APLA Health & Wellness	Private Tenant Based Rental Assistance	NEW		\$ -	\$ 605,000	\$ 605,000
APLA Health & Wellness	Regional Office - SPA 4 & 5	NEW		\$ -	\$ 2,533,562	\$ 2,533,562
APLA Health & Wellness	Regional Office SPA 6	NEW		\$ -	\$ 2,040,000	\$ 2,040,000
APLA Health & Wellness	Regional Office - SPA 8	NEW		\$ -	\$ 1,540,000	\$ 1,540,000
APLA Health & Wellness	Residential Service Coordination	NEW		\$ -	\$ 1,363,250	\$ 1,363,250
APLA Health & Wellness	Scattered Site Master Leasing	NEW		\$ -	\$ 1,045,000	\$ 1,045,000
City of Pasadena	Tenant Based Rental Assistance	NEW		\$ -	\$ 298,830	\$ 298,830
Eccovia, Inc	Housing Management Information Systems (HMIS)	C-144251	1	\$ 384,080	\$ 500,000	\$ 884,080
Foothill AIDS Project	Regional Office SPAs 3 & 7	NEW		\$ -	\$ 2,040,000	\$ 2,040,000
Housing Authority of the City Of Los Angeles	Tenant Based Rental Assistance	NEW		\$ -	\$ 4,680,534	\$ 4,680,534
Housing Authority of the City Of Long Beach	Tenant Based Rental Assistance	NEW		\$ -	\$ 600,000	\$ 600,000
JWCH Institute, Inc.	Regional Office SPA 4	NEW		\$ -	\$ 1,953,241	\$ 1,953,241
Los Angeles County Development Authority	Tenant Based Rental Assistance	NEW		\$ -	\$ 1,200,000	\$ 1,200,000
Pets are Wonderful Support/ Los Angeles	Housing Information and Referral	NEW		\$ -	\$ 875,000	\$ 875,000
Project New Hope	Private Tenant Based Rental Assistance	NEW		\$ -	\$ 650,000	\$ 650,000
Tarzana Treatment Centers, Inc.	Regional Office SPAs 1 & 2	NEW		\$ -	\$ 2,040,000	\$ 2,040,000
Volunteers of America of Los Angeles	Scattered-Site Master Leasing	NEW		\$ -	\$ 597,190	\$ 597,190
TOTAL				\$ 1,737,186	\$ 26,963,424	\$ 28,700,610

Los Angeles Housing Department

Los Angeles Homeless Services Authority (LAHSA)

Funding Sources:

ESG (Fund 517)	\$ 4,278,819
TOTAL	\$ 4,278,819

Proposed Contract Term:

ESG Homeless Programs: July 1, 2024 - June 30, 2025

Program Description:

ESG Funded Projects:

Homeless Shelter Programs

Provides funding for homeless shelter programs including the Winter Shelter Program, San Julian Oasis Recuperative Care aka Downtown Drop-in Center, and Crisis/Bridge Housing aka Emergency Shelter Services.

Rapid Re-Housing Program

Provides funding for rapid re-housing activities and may include various forms of financial assistance to persons experiencing or at-risk of homelessness throughout the City, such as rental application fee, security deposit, prior month's rent, utility deposit and arrears. Also included are housing relocation and stabilization services such as housing search and placement, housing stability case management, mediation, legal services, and credit repair.

Administration

Funds support the overall operation of LAHSA, including executive, personnel, finance, monitoring, performance management and indirect costs.

Homeless Management Information System (HMIS)

Funds support LAHSA's client data collection, analysis, evaluation, and reporting as mandated by HUD. Funds allocated for HMIS will include system oversight, training on data support, and reporting for homeless program providers and the L.A. Continuum of Care throughout LA County.

Project	Contract #	PY 50 ESG (Fund 517)	Total Contract Amount
Homeless Shelter Programs (Downtown Drop in Center, Emergency Shelter, Winter Shelter)		\$ 2,711,772	\$ 2,711,772
Rapid Re-housing Program (RRP)		\$ 1,147,988	\$ 1,147,988
LAHSA Administration		\$ 198,502	\$ 198,502
LAHSA Homeless Management Information System (HMIS)		\$ 220,557	\$ 220,557
Total LAHSA - ESG Homeless Programs	NEW	\$ 4,278,819	\$ 4,278,819

Los Angeles Housing Department (LAHD)
Lead Hazard Remediation Program

Funding Sources:

CDBG-Housing & Related Programs (Fund 424)	\$60,000	For professional services contracts
TOTAL	\$60,000	

Proposed Contract Term:

October 1, 2022 - September 30, 2025

Procurement and Contract Authority:

The last Lead Technical Services Program Request for Proposals (RFP) was released on January 17, 2022. This will be the second, or third, amendment for the contracts under this procurement.

LAHD requests authority to amend the existing contracts identified in the table below, for an additional one year term, for a new contract term of October 1, 2022 through September 30, 2025, and to increase the contract amounts as reflected below. The Lead contracts require an extension to exhaust the remaining CDBG and Lead funds included in the existing contracts listed below.

Lastly, LAHD recommends that two new RFPs be released for the Lead Hazard Remediation Program (LHRP) for the services listed below. This includes, an RFP for Door-to-Door, Marketing, and Outreach Services, as well as an RFP for Lead Technical Services, which will solicit proposals for: Inspection, Survey, and Analysis for Hazardous Materials (Lead and Asbestos); Laboratory Lead and Radon Testing; Relocation Services; and Technical Training Services. This report includes a request for authority to release RFPs for these services for new contracts effective on or about March 1, 2025 (Door-to-Door, Marketing and Outreach Services), and October 1, 2025 (Lead Technical Services).

Program Description:

LAHD'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 2022 solicited contractors for services to provide decent, safe and sanitary housing for low-income residents, remediating and creating lead-free homes for the City's households with small children.

Inspection, Survey, and Analysis for Hazardous Materials (Lead and Asbestos): Services include a combination of risk assessments and paint inspections which includes collecting dust wipe samples, bare soil samples, and X-Ray Fluorescence (XRF) readings, preparation of risk assessment and paint inspection report, developing lead abatement specifications, project monitoring, clearance, operation and maintenance plan, and limited clearance for Handyworker Program.

Laboratory Lead and Radon Testing: Provide a laboratory analysis report of lead contents in various types of samples, including soil, air, dust, water, Toxicity Characteristic Leaching Procedure (TCLP) extract liquid, and Soluble Threshold Limit Concentration (STLC) extract liquid. The contractor provides the test kits, conducts laboratory analysis, and issues a report.

In order to ensure a lead clearance, the Handyworker Program requires the services of Lead Hazard Remediation Program (LHRP) Laboratory Lead Testing contractor, EMSL Analytical, Inc. (DBA LA Testing). Whenever lead-based paint is disturbed, lead samples are taken to ensure the proper steps were taken to clean the work site. Proper containment and clearance samples ensure that there is no lead exposure to the workers, homeowner or any members of the household.

Relocation Services: Ensure that persons temporarily displaced because of federal or state assisted projects are treated fairly, consistently and equitably. Relocation services follow requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), Section 104(d) of the Housing and Community Development Act of 1974, the City of Los Angeles Municipal Code (inclusive of the Rent Stabilization Ordinance and Tenant Habitability Ordinance), HOME Program Regulations, CDBG Program Regulations, State of California Relocation Regulations, and any other federal, state, or local regulations or guidance pertaining to relocation assistance.

Technical Training Services: Conducts as-needed training for staff, contractors and constituents on lead-related construction for initial certification as well as continuing education (where required). In this highly collaborative program, LAHD Lead Hazard Remediation staff are responsible for coordinating Lead Program activities with other LAHD Programs, government entities, community-based organizations, weatherization programs, childcare referral agencies, and other housing related associations.

Outreach Services: The Contractor will conduct outreach services for the purpose of screening for qualified participants, and ushering the applicant through the application process ensuring that all documentation is included with the application. The Contractor will be required to make in-person contact with residents and subsequent follow-up. Based on Census Data, only 6% of the households in the City of Los Angeles have children aged 5 and under (a HUD requirement for participation in the program). A contractor with expert marketing skills is needed to efficiently target those households. The contractor would create, for example, a Public Service Announcement (PSA) which would include a short video, social media ads, and other advertisements.

Door to Door: In order for the LHRP to reach its specific target areas (designated zip codes with children with elevated blood lead levels), the program needs a contractor who will provides door-to-door flyer distribution. In a pilot program, the distribution of flyers via door-to-door services was effective in reaching households in need of lead remediation.

Marketing Services: A contractor with expert marketing skills is needed to efficiently target households meeting specific and particular guidelines requiring children under the age of six living or frequently visiting those residential properties. The expectations are that the contractor would create, for example, a Public Service Announcement (PSA) which would include a short video, social media ads, and other advertisements. In addition, the contractor would need to have the proficiency to communicate in a culturally sensitive manner in other languages such as: Spanish, Mandarin, Korean, Tagalog, Armenian, Persian, Russian, Japanese, and Vietnamese.

Contractor	Contract #	Proposed Amendment #	Existing Contract Amount	PY 50 Amended Contract Amount	Total Contract Amount
Inspection, Survey, and Analysis for Hazardous Materials (Lead and Asbestos)					
Lead Tech Environmental, Inc.	C-142095	3	\$ 98,599.00	\$ 10,000.00	\$ 108,599.00
Laboratory Lead and Radon Testing for Lead Hazard Remediation & Handyworker Programs					
EMSL Analytical, Inc. DBA LA Testing	C-142033	2	\$ 148,890.25	\$ 15,000.00	\$ 163,890.25
Relocation & Outreach Services					
Overland, Pacific & Cutler LLC	C-142103	2	\$ 339,897.25	\$ 35,000.00	\$ 374,897.25
TOTALS			\$ 587,386.50	\$ 60,000.00	\$ 647,386.50

Community Investment for Families Department

Neighborhood Improvements

Funding Sources:

CDBG - Neighborhood Improvements

Description

Neighborhood Improvement projects are acquisition, construction, improvements, and/or renovations to various facilities owned and/or operated by nonprofit agencies or City departments.

Contract Authority

CIFD is requesting that the City Council and the Mayor authorize CIFD to amend, or execute new, contracts with the contractors identified in the column titled CONTRACTOR of the table below, and to add CDBG funding, for each project listed, as described below or in the Revenues and Allocations Footnotes.

Project Name	Council District	Contractor	Contract #	Amendment #	Contract Term	Current Contract Total/ Prior Year Funds	PY50 Contract or Amendment Amount	Contract Total	Annual Amortization Rate
HACLA Watts Rising Morning Star Sports Complex	15	Housing Authority of the City of Los Angeles, Morning Star Baptist Church	NEW		Term starts on execution date and expires after 8 years and 7 months. This includes 3 years of construction and 5 years and 7 months of service payback.	\$420,000	\$150,000	\$570,000	\$100,000
HACLA Watts Rising Mudtown Farms Kitchen Incubator Program	15	Housing Authority of the City of Los Angeles, Watts Labor Community Action Committee	NEW		Term starts on execution date and expires after 10 years and 2 months. This includes 3 years of construction and 7 years and 2 months of service payback.	\$413,479	\$300,000	\$713,479	\$100,000
ONEgeneration Senior Center	3	ONEgeneration	C-145104	1	02/29/2024-03/31/2042	\$500,000	\$964,091	\$1,464,091	\$100,000
Wilmington Multipurpose Senior Center	15	Wilmington Jaycees Foundation, Inc.	C-145426	1	05/28/2024-05/28/2037	\$500,000	\$480,750	\$980,750	\$100,000

Additional Authorities

Reach for the Top Casa Amador (C-126691)

AUTHORIZE the General Manager of CIFD, or designee, to amend the current scope of work in order to acquire land and construct a new facility to serve as a transitional housing shelter for homeless men.

TUMO Foundation (Contract: NEW; approved in CF# 22-1205-S5)

AUTHORIZE the General Manager of CIFD, or designee, to increase the amortization rate of the TUMO Foundation Outdoor Bleachers Project contract from \$100,000 per year, according to CF 08-1302, to \$125,000.

The SEED School of Los Angeles County (C-142750, 22-1205-S5)

AUTHORIZE the General Manager of CIFD, or designee, to extend the SEED School contract through February 28, 2045.

Los Angeles Housing Department
Occupancy Monitoring

Funding Sources:

Contractual Services Schedule-Account 3040*	\$	1,829,391
TOTAL	\$	1,829,391

Proposed Contract Term:

July 1, 2024 - June 30, 2025

Procurement and Contract Authority:

The last Request for Proposals (RFP) for Occupancy Monitoring services was released on February 27, 2023, for a new contract to be on effective July 1, 2024 , for a one-year period with the option to extend for up to four additional one-year terms. This will be the first year of this contract under this procurement cycle as shown in the table below.

LAHD requests authority to execute a new contract with Urban Futures Bond Administration, Inc., for a new contract term of July 1, 2024 through June 30, 2025, for the amounts reflected below.

Program Description:

The Occupancy Monitoring contractor serves an audit function. On an annual basis, the contractor reviews tenant rent and income reports for all LAHD projects. With this data, the contractor makes compliance determinations, which must take into account multiple (often overlapping) program and funding guidelines. The compliance status for all projects and units are reported to LAHD. These determinations require review of data on every affordable housing unit and every tenant that occupies those units. The Contractor must audit tenants' income source documents and perform site visits. Additionally, the Contractor submits compliance reports on behalf of LAHD to the California Debt Limit Allocation Committee, which is the state's regulator for Bonds. LAHD staff follow-up directly with non-compliant projects to resolve outstanding issues and gain compliance. In addition to leading compliance enforcement efforts, the LAHD staff focus on: policy and programmatic issues related to occupancy monitoring; responding to and conducting audits; contract administration; approving new loan requests for monitoring; responding to tenant complaints, constituent questions, data requests; resolving disputes; interpreting regulatory agreement and covenants; and conducting trainings for and providing technical assistance to property owners/managers.

Contractor	Service Area	Contract #	FY 2024-25 General Fund*	FY 2024-25 MHFF*	FY 2024-25 LMIHF*	FY 2024-25 HOME*	Total Contract Amount
Urban Futures Bond Administration, Inc.	Citywide	NEW	\$ 123,813	\$ 715,784	\$ 439,314	\$ 550,480	\$ 1,829,391

*Account 3040 appropriation has been included in the FY 2024-25 Mayor's Proposed Budget and is pending Council's approval. Breakdown of Account 3040 funds is as follows:

GF	MHFF 815	LMIHF 55J	PY50 HOME 561	Total All 3040 Funds
\$123,813	\$ 715,784	\$439,314	\$550,480	\$1,829,391

Los Angeles Housing Department

Section 106 Historic Preservation Services

Funding Sources:

HOME- Admin (Fund 561)*	(FY 2024-25)	\$	100,000
TOTAL		\$	100,000

Proposed Contract Term:

October 1, 2022 - September 30, 2025

Procurement and Contract Authority:

The last Section 106 Historic Preservation Program Request for Proposals (RFP) was released on January 17, 2022 as part of an RFP for Lead Technical Services. This will be the third amendment for this contract under this procurement. LAHD recommends that a new RFP be released for Section 106 Historic Preservation services. This report includes a request for authority to release an RFP for this service for new contract(s) effective on October 1, 2025.

Requesting authority to amend the contract for an additional one year term, for a new contract term of October 1, 2022 through September 30, 2025, and to increase the contract amount as reflected below.

Program Description:

Section 106 Historic Preservation is a critical service needed to support various programs for the production and preservation of affordable housing as well as physical neighborhood improvements. These projects require highly specialized services to comply with federal and state funding and policy requirements regarding environmental review responsibilities governed by the National Environmental Policy Act (NEPA), the California Environmental Quality Act (CEQA), and federal regulations as specified in 24 CFR Part 58 and 36 CFR Part 800, which is commonly referred to as Section 106 of the National Historic Preservation Act of 1966. A qualified Section 106 Historic Preservation Consultant (HPC) will identify and evaluate properties approved for federally funded new construction, rehabilitation, clearance, demolition, or modification, and complete assessments of compliance with federal historic preservation regulations. The HPC will advise and assist LAHD in conducting research, preparing all federal and state required documentation on the extent, condition, and status of potential historically-significant properties, and coordinate with the State Historic Preservation Officer (SHPO) and HUD in developing measures to minimize or mitigate adverse effects.

Contractor	Service Area	Contract No.	Proposed Amendment #	Existing Contract Amount	PY50 HOME*	Total Contract Amount
ICF Jones & Stokes, Inc.	Citywide	C-142435	3	\$ 180,000	\$ 100,000	\$ 280,000
TOTAL				\$ 180,000	\$ 100,000	\$ 280,000

*Special Fund Schedule appropriation has been included in the FY 2024-25 Mayor's Proposed Budget and is subject to funding availability as approved by the Council.

Community Investment for Families Department

Systems

Funding Sources:

Consolidated Plan System and Support -
 General Fund (FY 2024-25 Account \$ 137,431
 003040)*

Program Description

CIFD's FamilySource and Survivor Services programs utilize the Bitfocus case management system to track clients and program outcomes. This system enables CIFD to comply with State, Federal and City reporting requirements.

Background

Bitfocus was a sole source contract executed in 2018. Bitfocus was selected because the platform was used by LAHSA for a similar case management system. CIFD has completed an RFP to select a new contractor to replace the system that Bitfocus manages. CIFD is seeking City Council and Mayoral approval to extend the Bitfocus contract for nine months to enable CIFD's new contractor to build the new case management system and complete data migration. Approval of the contract extension will result in a 6.5 year contract.

Contract Authority

Contractor	Contract #	Contract Term	Current Contract Amount	Amendment Amount	Amended Contract Amount
Bitfocus, Inc	C-144254	7/1/23 - 4/30/25	\$62,500	\$ 52,083	\$ 114,583

* Balance of funds will support CIFD's replacement of the new case management system and Con Plan application system during 2024-2025.

Los Angeles Housing Department
Systems for Various Programs

Funding Sources:

FY 2024-25 3040**	\$ 689,106
AcHF (Fund 10D)**	\$ 1,842,000
Code (Fund 41M)**	\$ 6,729,471
Rent (Fund 440)**	\$ 3,684,625
SB2/PLHA (Fund 64R)+	\$ 1,460,898
HOPWA (Fund 569)+	\$ 257,661
Linkage (Fund 59T)+	\$ 1,892,922
MHFF (Fund 815)**	\$ 215,000
ULA (Fund 66M)+	\$ 757,456
LEAP (Fund 49N)+	\$ 50,000
Total	\$ 17,579,139

Proposed Contract Term:
July 1, 2024-June 30, 2025

Procurement and Contract Authority:

The last Request for Proposals (RFP) for Information Technology contracts was released on May 8, 2023 for new contracts to be on effective July 1, 2024, for a one-year period with the option to extend for up to two additional one-year terms. This will be the first year of these contracts under this procurement cycle as shown in the table below.

LAHD requests authority to execute these contracts for a one year term, for a new contract term of July 1, 2024 through June 30, 2025, for the amounts reflected below.

Description:

IT Professional Services:

The following contracts assist the LAHD Systems Division to provide business applications and information technology infrastructure support to the department to support its mission and ensure uninterrupted systems availability to LAHD staff and to the public who rely on the systems. These LAHD critical applications include, but are not limited to, the Housing Information Management System (HIMS); Affordable Housing Management System (AHIS) (upgrade for HIMS); Accessible Housing Program (AcHP); the Code, Compliance and Rent Information Systems (CCRIS); the Billing Information Management Systems (BIMS); and the Revenue Management System (RMS).

ServiceNOW Application Professional Services:

The ServiceNow (SNOW) contracts provide implementation of custom-built SNOW application development (enhancement of existing SNOW Emergency Renters Assistance Program (ERAP), SNOW Tenant Eviction Protection, SNOW Prevailing Wage, SNOW Project Draw), system installation, system upgrade, system configuration, system conversion, data migration, system/application performance enhancements, system integration, and production support on an as-needed basis.

Contractor	Service	Contract #	FY 2024-25 3040**	AcHF (Fund 10D)**	CODE (Fund 41M)**	RENT (Fund 440)**	SB2/PLHA (Fund 64R)+	HOPWA (Fund 569)+	Linkage (Fund 59T)+	MHFF (Fund 815)**	ULA (Fund 66M)+	LEAP (Fund 49N)+	Total Contract Amount
BDi, Inc.	Information Technology Professional Services	NEW	\$ -	\$ 658,000	\$ 644,157	\$ 199,580	\$ 83,400	\$ -	\$ 240,000	\$ -	\$ -	\$ -	\$ 1,825,137
Trinus Corporation	Information Technology Professional Services	NEW	\$ 300,000	\$ 300,000	\$ 1,381,000	\$ 580,000	\$ 179,702	\$ -	\$ 752,922	\$ 215,000	\$ -	\$ -	\$ 3,708,624
Compunnel Software Group, Inc.	Information Technology Professional Services	NEW	\$ -	\$ -	\$ 849,997	\$ 233,235	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,083,232
Exclusive Network Enterprises	Information Technology Professional Services	NEW	\$ -	\$ -	\$ 804,767	\$ 233,235	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,038,002
Satwic, Inc.	Information Technology Professional Services	NEW	\$ 389,106	\$ 884,000	\$ 1,926,789	\$ 490,000	\$ 469,564	\$ 257,661	\$ 350,000	\$ -	\$ -	\$ -	\$ 4,767,120
Cask NX LLC	ServiceNOW Application Professional Services	NEW	\$ -	\$ -	\$ 700,000	\$ 1,948,575	\$ 728,232	\$ -	\$ 550,000	\$ -	\$ 757,456	\$ 50,000	\$ 4,734,263
Satwic, Inc.	ServiceNOW Application Professional Services	NEW	\$ -	\$ -	\$ 422,761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 422,761
TOTAL			\$ 689,106	\$ 1,842,000	\$ 6,729,471	\$ 3,684,625	\$ 1,460,898	\$ 257,661	\$ 1,892,922	\$ 215,000	\$ 757,456	\$ 50,000	\$ 17,579,139

*Account 3040 appropriation has been included in the FY 2024-25 Mayor's Proposed Budget and is pending Council's approval. Breakdown of Account 3040 funds is as follows:

CODE 41M	CD&G Admin 424	RENT 440	LMHF 551	HOME Admin 561	MHFF 815	Total All 3040 Funds
\$ 30,000	\$ 19,106	\$ 10,000	\$ 15,000	\$ 10,000	\$ 5,000	\$ 89,106

** Special Fund appropriation has been included in the FY 2024-25 Mayor's Proposed Budget and is pending Council's approval.

+ Amount may include prior year savings.

Los Angeles Housing Department
 Technical Services - Housing and Related Programs

Funding Sources:		
LMIHF (Fund 55J)	Special Fund Schedules:	\$239,000
HOME (Fund 561)*		\$187,000
MHFF (Fund 815)*		\$322,000
TOTAL		\$748,000

Proposed Contract Term:
 July 1, 2023 - June 30, 2025

Procurement and Contract Authority:
 The most recent Request for Proposals (RFP) for Technical Services was released on July 25, 2022 for new contracts to be effective on July 1, 2023, as shown in the table below.

LAHD requests authority to amend these contracts for an additional one year term, for a new contract term of July 1, 2023 through June 30, 2025, and to increase the contract amounts as reflected below.

Description:
 The contracts listed below provide technical services in support of HOME grant funded programs which are essential for the production and preservation of affordable housing and the implementation of housing programs. LAHD anticipates a need for these services for which the existing contracts are scheduled to expire in 2024, as these services are crucial to the development of affordable housing projects.

Appraisal Services: Provide appraisals prepared according to the Uniform Standards of Professional Appraisal Practice (USPAP) as adopted by the Appraisal Standards Board of the Appraisal Foundation. Appraisers may be called upon to evaluate existing residential property, vacant land, proposed new construction projects, rehabilitation projects, mixed-use developments, and air rights.

Environmental Assessment Services: Determine the level of compliance with federal, state, and local environmental laws and regulations for specific sites. Prepares Phase I reports in accordance with the American Society Testing & Material (ASTM) Standards (E 1527-05), and the EPA’s “Standards and Practices for All Appropriate Inquiries” (AAI) (40 CFR Part 312) to discover the existing potential presence of onsite and neighboring property contamination to include but not limited to soil and ground water. Prepare Phase II reports based upon findings of Recognized Environmental Conditions (REC) in the Phase I Environmental Site Assessment Report.

Financial Analysis & Loan Underwriting Services: Provide expert analysis and advice regarding the financial structuring of affordable housing projects and programs. The financial services performed include, but are not limited to: pro forma review and underwriting for new affordable housing projects; pro forma review and underwriting for refinancing and loan restructuring proposals for existing affordable housing projects; analysis of LAHD affordable housing lending programs, including assessments related to potential future programs, such as the Local Housing Finance Agency; and review of statutes and regulations regarding the Mortgage Credit Certificate Program (MCC).

Loan Servicing: Provide loan servicing functions that include but are not limited to loan collections, processing of amendments and forbearances, subordinations and assumptions, reconveyances, payoff demands, credit inquiries, and Internal Revenue Service reporting.

Property Management Services (Occupied): Provide management for various occupied LAHD owned properties with responsibilities that include but are not limited to tenant selection, collection and accounting of rents, and maintaining compliance with affordability covenants as well as all City Ordinances.

Property Management Services (Vacant): Provide management for various vacant LAHD owned properties with responsibilities that include but are not limited to securing and maintaining vacant properties; and providing additional cleaning, maintenance, and repair services on selected vacant sites as requested.

Title Report Services: Provide services that include but are not limited to Limited Title Reports, preliminary title reports, Trustee Sales and recordation of Deeds of Trust, Covenants, Notices of Completion, and other real property related documents, and foreclosures.

Contractor	Service	Contract #	Proposed Amendment #	Existing Contract Amount	PY 50 HOME (Fund 561)*	MHFF (Fund 815)*	LMIHF (Fund 55J)	Amended Total Contract Amount
CBRE, Inc.	Appraisal Services	C-144181	1	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 40,000
Gold Coast Appraisals, Inc.	Appraisal Services	C-144293	1	\$ 78,000	\$ 10,000	\$ 8,000	\$ 60,000	\$ 156,000
Ninyo & Moore	Environmental Services	C-144019	1	\$ 70,000	\$ -	\$ 35,000	\$ 35,000	\$ 140,000
CSG Advisors Incorporated	Financial Analysis & Loan Underwriting	C-144271	1	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
Keyser Marston Associates, Inc.	Financial Analysis & Loan Underwriting	C-144080	2	\$ 600,000	\$ 10,000	\$ 190,000	\$ -	\$ 800,000
LeSar Development Consultants	Financial Analysis & Loan Underwriting	C-144133	1	\$ 115,000	\$ -	\$ -	\$ -	\$ 115,000
Amerinational Community Services, LLC dba AmeriNat	Loan Servicing	C-144287	1	\$ 130,000	\$ 77,000	\$ 26,500	\$ 26,500	\$ 260,000
NEWCcapital, LLC	Property Management (Occupied)	C-144020	1	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 20,000
M&J Property Services LLC	Property Management (Vacant)	C-144052	1	\$ 90,000	\$ 15,000	\$ 15,000	\$ 60,000	\$ 180,000
Chicago Title Company**	Title Report Services	C-144272	2	\$ 240,000	\$ 75,000	\$ 37,500	\$ 37,500	\$ 390,000
TOTAL				\$ 1,363,000	\$ 187,000	\$ 322,000	\$ 239,000	\$ 2,111,000

*Special Fund appropriation has been included in the FY 2024-25 Mayor's Proposed Budget and is pending Council's approval.

**The existing contract amount for this contract includes additional funding to be included in Amendment 1 which is pending execution (CF# 22-1205-S6).

Los Angeles Housing Department

Translation Services/Language Access Plan Implementation

Funding Sources for FY 2025:

MHFF (Fund 815)*	Special Fund Schedules*	\$	7,250
ULA (Fund 66M)		\$	12,000
CDBG - Administration & Planning*		\$	2,000
ACHF (Fund 10D)*		\$	41,250
CODE (Fund 41M)*		\$	80,350
RENT (Fund 440)*		\$	36,582
TOTAL		\$	179,432

Contract Term:

July 1, 2022 - June 30, 2025

Procurement and Contract Authority:

LAHD requests that the Council and Mayor authorize LAHD to amend the contract by increasing contract authority by \$20,000 for a new total of \$500,000. LAHD also requests the appropriation of \$2,000 of Community Development Block Grant (Fund 424) and \$12,000 of House LA Fund (Fund 66M) to Contract #C-140985 with Focus Language International, Inc.

LAHD recommends that a new RFP be released for Translation Services. This report includes a request for authority to release an RFP for this service for new contracts effective on July 1, 2025.

Program Description:

Contract #C-140985 with Focus Language International, Inc. was approved for up to \$480,000 through CF #21-1186-S1 (June 8, 2022) and CF #20-1637-S1 (May 3, 2023), however the total amount was not appropriated into the contract. Both CIFD and LAHD utilize the translation services contract to deliver grant-funded programming to residents with limited English proficiency per federal requirements, and the additional appropriation is needed to continue the services.

Contractor	Contract #	Proposed Amendment #	Existing Contract Amount	PY 50 Additional amount	Total Contract Amount
Focus Language International, Inc.	C-140985	5	\$480,000	\$20,000	\$ 500,000

*Special Fund Schedule appropriation has been included in the FY 2024-25 Mayor's Proposed Budget and is subject to funding availability as approved by the Council.

Los Angeles Housing Department

Urgent Repair Program (URP)

Funding Sources:

CDBG-Housing Services (Fund 424)	\$ 288,450
TOTAL	\$ 288,450

Proposed Contract Term:

July 1, 2024 - June 30, 2025

Procurement and Contract Authority:

The last Urgent Repair Program Request for Proposals (RFP) was released on June 12, 2023, for a new contract to be effective on July 1, 2024 for a one-year period with the option to extend for up to four additional one-year terms. After considerable outreach to over 5000 unique organizations, the opportunity gained interest from 104 different organizations, with 10 participating at the opportunity's proposers' conference. While interest in the opportunity was apparent, LAHD failed to receive proposals for this opportunity. As a result, LAHD proceeded to conduct separate outreach to identify a provider to pursue a sole source contract. At the conclusion of that process, LAHD identified the contractor listed below to recommend for a contract. Additionally, LAHD reached out to the Office of the City Attorney for approval of the justification for a sole source contract and received approval. LAHD requests authority to execute a sole source contract for this service, for an initial contract term of July 1, 2024 through June 30, 2025, with the option to extend for up to four additional one-year terms, for the amount reflected below. This will be the first year of this contract under this procurement cycle as shown in the table below.

Program Description:

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, LAHD utilizes the pre-approved contractor below to make the repairs and prevent the displacement of tenants from their rental units.

Contractor	Contract #	PY 50 CDBG (Fund 424)	Total Contract Amount
AG Pacific Construction & Development Corp.	NEW	\$ 288,450	\$ 288,450

ATTACHMENT H

**50th Consolidated Plan Year
Controller Instructions**

For Fiscal Year 2024-25, AUTHORIZE The Controller to:

Community Development Block Grant (CDBG)

a) Establish new appropriations within the Community Development Trust Fund 424/21 as follows:

Fund	Account	Account Name	Amount
424	21A420	Aging Services Delivery System	\$526,940.00
424	21A581	Domestic Violence & Human Trafficking Shelter Operations	\$2,398,619.00
424	21A582	FamilySource Centers-Nonprofit Managed	\$6,008,873.00
424	21AB28	Accelerating Blue Future Incubator	\$201,915.00
424	21A260	Grid 110	\$359,601.00
424	21A422	Healthy Neighborhood Market Network	\$480,750.00
424	21A586	LA Business Source Program	\$7,211,250.00
424	21A248	Los Angeles Cleantech Incubator	\$1,442,250.00
424	21AB06	Los Angeles Recovery Gap Financing	\$1,547,183.00
424	21A286	SEE-LA Food Business Incubator	\$129,803.00
424	21AB07	Sidewalk Vending Cart	\$480,750.00
424	21A467	Slauson Wall - Affordable Housing - Econ Dev - Green Space	\$1,519,077.00
424	21A281	Lead Hazard Reduction	\$60,000.00
424	21A588	Handyworker	\$1,311,512.00
424	21A559	Urgent Repair Program	\$288,450.00
424	21A560	Translation Services	\$2,000.00
424	21A734	BCA/Prevailing Wage Labor Compliance Services	\$38,879.00
424	21A112	City Attorney Residential Enforcement (CARE)	\$85,010.00
424	21A112	City Attorney Task Force for Apartment and Rental Properties (TARP)	\$255,032.00
424	21A291	Reimbursements of General Fund Costs - City Atty (CARE)	\$47,759.00
424	21A291	Reimbursements of General Fund Costs - City Atty (TARP)	\$143,276.00
424	21A108	Building and Safety [Code Enforcement (Citywide PACE)]	\$3,163,628.00
424	21A140	General Services [Barrio Action FSC Roof Replacement]	\$288,450.00

Fund	Account	Account Name	Amount
424	21A957	Elysian Valley Recreation Center Improvements	\$1,312,389.00
424	21A140	General Services [Pacoima Community Center Rehabilitation (El Nido FSC)]	\$31,250.00
424	21A673	North Sepulveda Pedestrian Island	\$656,705.00
424	21A961	ONEgeneration Senior Enrichment Center Improvements	\$964,091.00
424	21A465	Ramon Garcia Recreation Center	\$673,050.00
424	21A532	Runnymede Park Improvements	\$961,500.00
424	21AB27	Slauson Connect	\$961,500.00
424	21A421	Sun Valley Street Lighting Phase 7	\$941,309.00
424	21AB35	Watts Rising CNI: Grape Street School Signage Project	\$150,000.00
424	21AB23	Watts Rising CNI: Morning Star Sports Complex	\$150,000.00
424	21AB32	Watts Rising CNI: Mudtown Farms Kitchen Incubator Program	\$300,000.00
424	21AB25	Watts Rising CNI: Watts Empowerment Music & Film Studio	\$1,100,000.00
424	21AB38	Watts Rising CNI: Watts Station Redevelopment	\$900,000.00
424	21AB31	Western and Gage Pocket Park	\$948,753.00
424	21AB26	Wilmington Multipurpose Senior Center	\$480,750.00
424	21A207	Fair Housing	\$495,686.00
424	21A594	Environmental Consultant	\$22,744.00

- b) Increase appropriation in the amount of \$340,042.00 for Appropriation Account No. 001010 Salaries within Fund 100/12 City Attorney for the following: \$85,010.00 for City Attorney Residential Enforcement (CARE); \$255,032 for City Attorney Task Force for Apartment and Rental Properties (TARP).
- c) Increase appropriation in the amount of \$70,671 for Appropriation Account No. 001101 Hiring Hall Construction, \$30,287 for Appropriation Account No. 001121 Benefits Hiring Hall Construction, and \$187,492 for Appropriation Account No. 003180 Construction Materials within Fund 100/40 General Services Department for the Barrio Action FSC Roof Replacement project.
- d) Increase appropriation in the amount of \$18,750 for Appropriation Account No. 001014 Salaries Construction, \$12,500 for Appropriation Account No. 003180 Construction Materials within Fund 100/40 General Services for Pacoima Community Center Rehabilitation program
- e) Decrease appropriation in the amount of \$2,947,884.83 for Appropriation Account No. 50WVJW Ziegler Estate within Fund 682/50 for Ziegler Estate project.

HOME Investment Partnership Fund No. 561

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

Fund	Account	Account Name	Amount
561	43A223	Homeownership	\$500,000.00
561	43A800	Affordable Housing Management Pipeline	\$23,260,748.00

Housing Opportunities for Persons with AIDS (HOPWA)

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

Fund	Account	Account Name	Amount
569	43A442	HOPWA Information Services	\$667,661.00
569	43A867	HOPWA Providers Prog & Adm	\$26,463,424.00

- h) Decrease appropriations within the HOPWA Fund No. 569 as follows:

Fund	Account	Account Name	Amount
569	43W867	HOPWA Providers Prog & Adm	\$3,673,002.00
569	43A299	Reimbursement of GF Cost	\$191,108.00

Emergency Shelter Grant

- i) Establish new accounts within the ESG Fund No. 517 and increase/decrease appropriations as follows:

Fund	Account	Account Name	Amount
517	43A354	LAHSA Homeless Emergency Shelter Services	\$2,711,772.00

517	43A703	LAHSA Homeless Prevention & RRH	\$1,147,988.00
517	43A355	LAHSA Administration	\$198,502.00
517	43A475	Homeless Management Info System (HMIS)	\$220,557.00

j) Decrease Appropriations for the following accounts within ESG Fund No. 517

Fund	Account	Account Name	Amount
517	43A299	Reimbursement of GF Cost	\$166,529.00
517	43A143	LAHD	\$155,052.00

k) Decrease \$155,052.00 from LAHD fund 100/43, 001010 Salaries Account.

l) Appropriate from available cash balance amounting to \$239,000.00 and establish a new account 43A722-Technical Contracts within the Low and Moderate Income Housing (LMIHF) Fund No. 55J

m) Establish a new appropriation account 43A560-Translation Services and appropriate \$12,000.00 within Housing LA Fund No. 66M

ATTACHMENT I



**COMMUNITY
INVESTMENT
FOR FAMILIES
DEPARTMENT**
Paths to Prosperity



KAREN BASS, MAYOR
ABIGAIL R. MARQUEZ, GENERAL MANAGER

Citizen Participation for the Housing and Community Development Annual Action Plan (Con Plan) 2024-25 (Program Year 50)

Overview

The Consolidated Planning Unit staff hosted two virtual and one in-person community meetings in May 2024. The Community Investment for Families Department (CIFD) hosted the community meetings. Staff emailed the flyers announcing the meetings to a mailing list of about 23,000 subscribers as well as the offices of elected officials, commissioners and dozens of City program managers, public information officers and partner agencies, and asked them to share with their respective networks of constituents, customers, and colleagues. Zoom meetings were held on May 6th and May 14th, and were open to the public for attendance. An in-person meeting was held on May 8th. Spanish and sign-language interpretation were made available. Additional community engagement included collecting poll responses during meetings, and collecting physical and virtual responses to the Con Plan Spring Survey.

Public Meetings

The spring public meetings included a presentation on: an explanation of the grants that form the Con Plan as well as the types of projects eligible for funding, a celebration of the past 50 years of CDBG-funded projects with examples of CDBG's impact on the City of LA, an explanation of how the Con Plan is formed, and a description of the proposed budget for the PY 50 Annual Plan.

Virtual Public Meeting – May 6, 2024: This virtual meeting was held via Zoom, from 5:30PM - 6:30PM, and provided a high-level overview of the Con Plan. CIFD informed attendees that the proposed plan included estimates of the PY 50 Grant Allocations. Approximately 51 attendees were noted at this virtual public meeting.

In-Person Public Meeting – May 8, 2024: This in-person meeting was held at Central City Neighborhood Partners FamilySource Center, from 5:30PM - 6:30PM, and provided a high-level overview of the Con Plan. Updates to the presentation included providing additional contact information for City Departments that receive Con Plan grant funds, and a statement informing the public that on May 7, 2024, HUD released the official PY 50 allocations, which resulted in an approximate reduction of \$7.7 million dollars across the four Con Plan grants. Approximately 100 people attended this in-person meeting.

Virtual Public Meeting – May 14, 2024: This virtual meeting was held via Zoom, from 5:30PM - 6:30PM, and provided a high-level overview of the Con Plan. Updates to the presentation included providing additional contact information for City Departments that receive Con Plan grant funds, and a statement informing the public that on May 7, 2024, HUD released the official PY 50 allocations, which resulted in an approximate reduction of \$7.7 million dollars across the four Con Plan grants. Approximately 20 people were noted at this virtual public meeting.

Real Time Participant Interaction

During the meetings, the audience answered interactive poll questions and submitted comments and questions that were addressed live in the meetings.

Public Participation - Polls

During the virtual meetings, attendees were given an opportunity to write public comments or questions at any time. A designated Question and Answer period was reserved for the end of the meeting, where questions were addressed. Staff responded to most of these questions verbally and also responded to several questions in writing through Zoom's chat feature. Several questions required follow-up and staff responded with further information, via e-mails, to participants who provided their contact information.

At the in-person meeting, participants were provided with pencils and hard-copies of surveys, which were collected at the end of the presentation. Community members were invited to ask questions or pose comments live during the latter portion of the presentation, and several community members provided written comments on their polling responses.

Although there were a total of 90 respondents, not every participant answered every poll question.

Below summarizes each question and the collective responses:

1. Is this your first time attending a Consolidated Plan public meeting?

Summary:

Most participants indicated that they were attending a Consolidated Plan meeting for the first time.

Collective Responses:

63 people responded Yes.

26 people responded No.

2. How do you feel the Mayor's draft plan for spending these federal grants addresses the needs in your community?

Summary:

Approximately 34% of participants agreed that the draft plan responded very well to the needs in their community. Over 50% of respondents indicated that the Mayor's draft plan somewhat addressed the needs in their community, while 11% indicated that the draft plan did not meet their community needs at all.

Collective Responses:

- 47 people responded *Somewhat*.
- 30 people responded *Very Well*.
- 10 people responded *Not at All*.

3. Which of the 5-year Con Plan goals do you feel should be prioritized? Pick your top 3 only.

Summary:

The City's five 5-year Con Plan goals were shared and participants were asked rank their top 3. Respondents identified their top goals as 1) helping low-to-moderate households stabilize economically, 2) developing/preserving affordable housing, and 3) improving the local economy.

Collective Responses:

- 73 people responded *Help Low to Moderate Income Family to Stabilize Economically*.
- 65 people responded *Develop Affordable or Preserve Existing Affordable Housing*.
- 50 people responded *Improve Local Economy for Low-Income Residents*.
- 44 people responded *Prevent and Reduce Homelessness/Domestic Violence*.
- 27 people responded *Stabilize and Revitalize Neighborhoods*.

4. If given the opportunity today, how or where would you spend the money? Choose only your top 3

Summary:

The community was asked to rank their top 3 choices of where they would allocate grant funds. The majority of participants indicated that Housing and Related Programs, Neighborhood Improvements, and Public Services were their top choices to prioritize funding.

Collective Responses:

- 79 people responded *Housing and Related Programs*.
- 77 people responded *Neighborhood Improvements*.
- 62 people responded *Public Services*.
- 47 people responded *Economic Development*.
- 6 people responded *Administration and Planning*.

5. How did you hear about the meeting?

Summary:

Approximately 68% of attendees indicated that they had been informed about the meeting through a community organization. Most other respondents listed a friend or colleague, with the smallest percentages indicating social media, email, or Channel 35 had informed them of the meeting.

Collective Responses:

- 62 people responded *Community Organization*.
- 15 people responded *Friend or Colleague*.
- 11 people responded *Social Media or Email Blast*.
- 2 people responded *Channel 35*.

Public Participation - Surveys

The Community Investment for Families Department (CIFD) solicited survey responses from the community. All persons who live, work, attend school, or are otherwise considered members of the community of the City of Los Angeles were invited to participate. CIFD used a number of methods to promote the survey, including a mass email notification to about 23,000 subscribers, posting on the CIFD website and City social media outlets, as well as notifications to the Mayor's Office, Council District Offices, various City Commissions, Neighborhood Councils, community-based organizations, the Housing Authority of the City of Los Angeles (HACLA) for sharing with residents, and other City Departments.

Participant Demographics

- 430 people responded to the survey. Of the responses received, 150 (35%) were filled out in English and 280 (65%) were filled out in Spanish.
- Respondents reported to fall in the following age ranges: 15 people reported to be *Under 18*, 21 people reported to be *between 18-24 years old*, 78 people reported to be *between 25-34 years old*, 118 people reported to be *between 35-44 years old*, 91 people reported to be *between 45-54 years old*, 50 people reported to be *between 55-64 years old*, and 57 people responded to be *Over 64*.
- 65 respondents reported a household size of 2 or fewer. Of the 430 respondents, 78 households comprised of 3 people and 107 households comprised of 4 people. 140 respondents reported a household size of 5 or more.
- The majority of respondents, 38%, reported to be unemployed. 24% reported to be employed full-time and 14% reported to be employed part-time. Of the remaining respondents, 8% reported to be retired, 7% reported to be self-employed, 7% reported to be students, and less than 1% reported to be work in the gig economy.
- Household income for the majority of respondents fell under \$15,000. The table below describes the full distribution:

Respondent Household Income Distribution	
Household Income Range	Number of Responses
Under \$15,000	205
\$15,000 and \$29,999	97
\$30,000 and \$44,999	69
\$45,000 and \$59,999	30
\$60,000 and \$74,999	12
\$75,000 and \$89,999	7
\$90,000 and \$104,999	2
\$105,000 and \$120,000	2
Over \$120,000	6

Survey Questions and Response Summary

1. The Mayor's Con Plan budget proposes to invest about \$13 million in Public Services, including supporting youth education, supporting older adults, helping survivors of domestic violence and human trafficking, keeping people housed, and helping low-income families stabilize economically. How much do you agree that the proposed spending in Public Services addresses the needs in your community?

Summary:

85% of responses were in agreement with the Mayor's proposed annual plan for Public Services.

Collective Responses:

174 people responded *Strongly Agree*.
190 people responded *Agree*.
49 people responded *Disagree*.
17 people responded *Strongly Disagree*.

2. The Mayor's Con Plan budget proposes to invest about \$15 million in Economic Development, primarily through technical and financial assistance to small businesses to foster growth and job creation. How much do you agree that the proposed spending in Economic Development addresses the needs in your community?

Summary:

78% of responses were in agreement with the Mayor's proposed annual plan for Economic Development.

Collective Responses:

130 people responded *Strongly Agree*.
207 people responded *Agree*.
68 people responded *Disagree*.
25 people responded *Strongly Disagree*.

3. The Mayor's Con Plan budget proposes to invest about \$74 million in Housing and Related Programs, such as safe and affordable housing as well as a variety of programs and services that address homelessness. How much do you agree that the proposed spending in Housing and Related Programs address the needs in your community?

Summary:

83% of responses were in agreement with the Mayor's proposed annual plan for Housing and Related Programs.

Collective Responses:

158 people responded *Strongly Agree*.
197 people responded *Agree*.
63 people responded *Disagree*.
12 people responded *Strongly Disagree*.

4. The Mayor's Con Plan budget proposes to invest about \$16 million in Neighborhood Improvements, such as installing street lighting, replacing sidewalks and funding improvements to parks and community centers. How much do you agree that the proposed spending in Neighborhood Improvements addresses the needs in your community?

Summary:

89% of responses were in agreement with the Mayor's proposed annual plan for Neighborhood Improvements.

Collective Responses:

137 people responded *Strongly Agree*.
207 people responded *Agree*.
20 people responded *Disagree*.
20 people responded *Strongly Disagree*.

5. The Mayor's Con Plan budget proposes to invest about \$18 million in Administration and Planning, for resources to implement all the grant programs, disburse the funds, and ensure the funded activities are in compliance with federal, local, and state laws and regulations. How much do you agree that the

proposed spending in Administration and Planning addresses the needs in your community?

Summary:

76% of responses were in agreement with the Mayor's proposed annual plan for Administration and Planning.

Collective Responses:

138 people responded *Strongly Agree*.
190 people responded *Agree*.
76 people responded *Disagree*.
26 people responded *Strongly Disagree*.

Overall Priorities

Respondents were asked to prioritize how they see the needs of residents with lower to moderate incomes in the City of Los Angeles, in order from 1 to 4, with 1 being the highest priority, and 4 being the lowest priority. A ranking emerged with 27% of responses indicating Housing and Related Programs as the highest need. Public Services and Neighborhood Improvements were tied as the 2nd highest need, receiving 25% of the ranking distribution each. Economic Development was ranked the lowest with 23% of respondents identifying it as the top priority.

Please Note Public Comment Will Be Taken In-Person Only.

PERSONNEL, AUDITS, AND HIRING COMMITTEE

TUESDAY, JUNE 18, 2024 - 8:30 AM

**ROOM 401, CITY HALL
200 NORTH SPRING STREET, LOS ANGELES, CA 90012**

**MEMBERS: COUNCILMEMBER TIM McOSKER, CHAIR
COUNCILMEMBER HUGO SOTO-MARTÍNEZ
COUNCILMEMBER CURREN D. PRICE, JR.**

(Jason Lopez - Legislative Assistant - (213) 925-2208 or jason.lopez@lacity.org)

Submit written comment at [LACouncilComment.com](https://lacouncilcomment.com)

The audio for Committee meetings is broadcast live on the internet at <https://clerk.lacity.gov/calendar>. The live audio can also be accessed at: (213) 621-CITY (Metro), (818) 904-9450 (Valley), (310) 471-CITY (Westside) and (310) 547-CITY (San Pedro Area). If the live audio is unavailable via one of these channels, members of the public are encouraged to use one of the other channels.

The Committee will take public comment from members of the public in-person only; there will be no public comment by teleconference. Additional information regarding Committee procedures provided at the end of this agenda.

Spanish language interpretation is available at all Council and Committee meetings. Interpretation services in additional languages are available upon request, at no cost. Please submit your request to clerk.interpretation@lacity.org as soon as possible to allow time for scheduling. You will receive a confirmation reply if an interpreter is available.

MULTIPLE AGENDA ITEM COMMENT

GENERAL PUBLIC COMMENT

ITEM(S)

(1) 24-0275

CONTINUED FROM APRIL 10, 2024

City Administrative Officer (CAO) reports relative to Prioritized Critical Hiring process updates.

Fiscal Impact Statement: Yes

Financial Policies Statement: Yes

Community Impact Statement: None submitted

(This item is referred to Personnel, Audits and Hiring and Budget, Finance and Innovation Committees. Budget, Finance and Innovation Committee noted and filed this item on April 17, 2024.)

(2) **22-0978-S2**

CAO report relative to current hiring, training practices and policy protocol for Police Service Representatives in connection with unarmed crisis response.

Fiscal Impact Statement: Yes

Community Impact Statement: None submitted

(Referred to Public Safety and Personnel, Audits, and Hiring Committees)

(3) **22-0159**

Personnel Department reports relative to the implementation benchmarks and hiring goals for the Targeted Local Hiring and Strategic Workforce Development Task Force for April and May 2024.

Fiscal Impact Statement: No

Community Impact Statement: None submitted

SUPPORTING MATERIALS

Materials relating to items on the agenda are available on the Office of the City Clerk's Council File Management System found at <https://cityclerk.lacity.org/lacityclerkconnect> by entering the Council File number (e.g., 00-0000) associated with the agenda item.

PUBLIC INPUT AT CITY COUNCIL COMMITTEE MEETINGS

Members of the public who wish to speak on one or multiple items shall have an opportunity to speak up to one minute per item up to a total of two minutes for two or more agenda items. At regular meetings, members of the public shall also have an opportunity to speak up to one minute for general public comment on any matter within the subject-matter jurisdiction of the Committee. The Committee is not required to take general public comment at special meetings. The Committee may limit the total amount of time for public comment on any specific agenda item, on all agenda-items collectively, and/or on general public comment, based on the anticipated time required to hear from public speakers on any given or all agenda items, on the availability of Committee members and the need to maintain quorum, and on any other relevant factor. The Committee shall not discuss or take action relative to any general public comment except as explicitly permitted under the Brown Act.

COMMITTEE INFORMATION, ASSIGNMENTS, AND STRUCTURE

<https://clerk.lacity.gov/clerk-services/cps/council-committee-meetings/info-assignments-structure>

SPECIAL ACCOMMODATION

Requests for reasonable modification or accommodation from individuals with disabilities, consistent with the Americans with Disabilities Act, can be made by contacting the City Clerk's Office at (213) 925-2208. For Telecommunications Relay Service for the hearing impaired, please see the information below.

NOTICE TO PAID REPRESENTATIVES

If a member of the public is compensated to monitor, attend, or speak at this meeting, City law may require them to register as a lobbyist and report this activity. More information can be found at Los Angeles Municipal Code 48.01 et seq. or at ethics.lacity.org/lobbying. Further assistance can be found by contacting the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org.

EXHAUSTION OF ADMINISTRATIVE REMEDIES

A member of the public seeking to challenge a City action in court may be limited to raising only those issues raised at the public hearing described in this notice, or in written correspondence delivered to the City Clerk prior to the public hearing in time reasonably to be considered by the Committee members. Any written correspondence delivered to the City Clerk before the City Council's final action on a matter will become a part of the administrative record.

TELECOMMUNICATIONS RELAY SERVICE (TRS) COMMUNICATIONS

Individuals who are deaf and hard of hearing, and individuals with a speech disability, may be able to avail themselves of both for peer-to-peer and third-party telecommunications relay service (TRS) communications. Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. TRS is available in all 50 states, the District of Columbia, Puerto Rico and the U.S. territories for local and/or long distance calls. TRS providers - generally telephone companies - are compensated for the costs of providing TRS from either a state or a federal fund. There is no cost to the TRS user.

What forms of TRS are available? There are several forms of TRS, depending on the particular needs of the user and the equipment available: TRS includes: Text to Voice TTY-Based TRS; Speech-to-Speech Relay Service; Shared Non-English Language Relay Service; Captioned Telephone Relay Service; Internet Protocol Relay Service; and Video Relay Service. Please visit this site for detail descriptions, <https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs>.

Don't hang up! Some people hang up on TRS calls because they think the caller is a telemarketer. If you hear, "Hello, this is the relay service..." when you pick up the phone, please don't hang up! You are about to talk, through a TRS provider, to a person who is deaf, hard-of-hearing, or has a speech disability.

For more information about FCC programs to promote access to telecommunications services for people with disabilities, visit the FCC's Disability Rights Office website.