

TRANSMITTAL

To: **THE COUNCIL**

Date: **03/12/21**

From: **THE MAYOR**

TRANSMITTED FOR YOUR CONSIDERATION. PLEASE SEE ATTACHED.

A handwritten signature in blue ink, appearing to be 'Eric Garcetti', is written over the printed name.

(Ana Guerrero) for

ERIC GARCETTI
Mayor



Housing Development Bureau
 1200 West 7th Street, Los Angeles, CA 90017
 tel 213.808.8638 | fax 213.808.8610
 hcidla.lacity.org



Eric Garcetti, Mayor
 Ann Sewill, General Manager

February 4, 2021

Council File: NEW
 Council Districts: City Wide
 Contact Persons: Herbert Guevara (213) 808-8832

Honorable Eric Garcetti
 Mayor, City of Los Angeles
 Room 303, City Hall
 200 N. Spring Street
 Los Angeles, CA 90012

Attention: Heleen Ramirez, Legislative Coordinator

COUNCIL TRANSMITTAL: REQUEST FOR AUTHORITY TO TRANSFER FUNDS IN THE AMOUNT OF \$71,268.15 TO CITY CONTRACT C-135796 WITH MARK G. ANDERSON CONSULTANTS, INC.

SUMMARY

The General Manager of the Los Angeles Housing + Community Investment Department (HCIDLA) respectfully requests that your office review and approve this transmittal and forward it to the City Council for further consideration. Through this transmittal, HCIDLA seeks authority to transfer funds in the amount of \$71,268.15 to City Contract C-135796 with Mark G. Anderson Consultants, Inc. (MGAC). The purpose of the contract is to conduct architectural design reviews and construction cost estimate reviews.

RECOMMENDATIONS

- I. That the Mayor review this transmittal and forward to the City Council for further action;
- II. That the City Council, subject to the approval of the Mayor:
 - A. AUTHORIZE the City Controller to transfer \$71,268.15 within the Low and Moderate Income Housing Fund, Fund 55J as follows:

	Account No.	Account Name	Amount
From:	43M844	Technical Services	\$71,268.15
To:	43T722	Technical Contracts	\$71,268.15

- B. Authorize the General Manager of HCIDLA, or designee, to prepare Controller instructions and make any necessary technical adjustments consistent with the Mayor and City Council action on this matter, subject to the approval of the City Administrative Officer, and instruct the Controller to implement the instructions.

BACKGROUND

As the result of a Request for Bids (RFB) issued on August 19, 2019, HCIDLA executed a contract with MGAC on June 10, 2020, to conduct architectural design reviews and construction cost estimate reviews. The contract has a term of three years, and a compensation amount not to exceed \$240,000. This service was approved in the Fiscal Year 2019-2020 budget for a total of \$80,000; and in the Fiscal Year 2020-21 budget for a total of \$60,000. One hundred thousand dollars of authority still remains on the contract.

Separately, a Request for Proposals (RFP) was issued on October 7, 2019 for Technical Services. One of the services solicited was for Architectural Services; however, the only proposal submitted for this service did not meet the minimum criteria threshold. The architectural services solicited under the October 2019 RFP are currently covered under the MGAC contract. There is a positive balance of funds available in the Technical Services account, currently allocated to expired contracts. As such, HCIDLA is seeking authority to transfer the Low and Moderate Income Housing Fund previously allocated to Technical Services as an additional funding source for the MGAC contract.

FISCAL IMPACT

There is no impact to the General Fund. The recommendations contained in this report will authorize HCIDLA to transfer \$71,268.15 in Low and Moderate Income Housing Funds to the Mark G. Anderson Consultants, Inc. contract (C-135796).

Approved By:



ANN SEWILL
General Manager
Housing+Community Investment Department