HOUSING AUTHORITY
of the County of Los Angeles
700 W. Main Street • Alhambra, CA 91801
Tel: 626.262.4510 • TDD: 855.892.6095 • www.hacola.org

Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Sean Rogan
Executive Director

AGENDA
FOR THE REGULAR MEETING OF THE
LOS ANGELES COUNTY HOUSING COMMISSION
WEDNESDAY, SEPTEMBER 24, 2014
12:00 PM
CDC-HACoLA HEADQUARTERS
700 W. MAIN STREET
ALHAMBRA, CA 91801
(626) 586-1501

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1. **Call to Order**

2. **Roll Call**

Alma Cibrian Reza, Chair
James Brooks, Vice Chair
Michelle-Lynn Gallego
Zella Knight
Val Lerch
Margaret Mott
Henry Porter Jr.

3. **Reading and Approval of the Minutes of the Previous Meeting**

   Regular Meeting of August 27, 2014.

4. **Report of the Executive Director**

5. **Presentation**

6. **Public Comments**

   The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

Regular Agenda

7. **Approve a Contract for a Green Physical Needs Assessment and an optional Physical Condition Assessment (All Districts)**

Recommend that the Board of Commissioners Recommend that the Board of Commissioners find that the approval of a Contract for a GPNA and the optional RAD Program PCA are not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the activities are not defined as a project under CEQA; recommend that the Board of Commissioners award and authorize the Executive Director or his designee to execute a Contract and all related documents in the amount of $385,995 with Clampett Industries, LLC d/b/a EMG (EMG) to provide a GPNA for 57 Housing Authority properties with an optional RAD Program PCA for Carmelitos, Harbor Hills, Nueva Maravilla and 25 South Scattered Sites, using funds to be incorporated into the Housing Authority's Fiscal Year 2014-2015 approved budget; recommend that the Board of Commissioners authorize the Executive Director or his designee, if necessary, to amend the contract, to terminate the contractor's right to proceed with the performance of the Contract, or to terminate the Contract; recommend that the Board of Commissioners authorize the Executive Director or his designee to approve Contract change orders not to exceed $38,599 (10%) for unforeseen project costs, following approval as to form by County Counsel; recommend that the Board of Commissioners authorize the Executive Director to incorporate up to $424,594 into the Housing Authority's approved Fiscal Year 2014-2015 budget, consisting of $407,298 in Capital Fund Program funds allocated by the U.S. Department of Housing and Urban Development (HUD) and $17,296 from the rental revenue and housing assistance payments from the Kings Road senior housing development.

8. **Approve Contract to North East Trees for a Stormwater Drainage System at Maravilla (District 1)**

Recommend that the Board of Commissioners find that the approval of the Contract and the Stormwater BMP Pilot Project is exempt from the provisions of the California Environmental Quality Act (CEQA) for the reasons stated in this letter and the record of the project; recommend that the Board of Commissioners authorize the Executive Director or his designee to accept $2,550,000 in Proposition 84 Stormwater Grant Program (SWGP) funds from the State Water Board and to take any and all related actions necessary to receive and expend these funds; recommend that the Board of Commissioners authorize the Executive Director or his designee to execute or amend a Contract and all related documents with North East Trees, in the amount of $2,550,000, to design and install a new drainage and stormwater system, rain gardens, swales, and other water conservation measures at the Nueva Maravilla public housing development; recommend that the Board of Commissioners authorize the Executive Director to incorporate up to $1,500,000 into the Housing Authority's approved Fiscal Year 2014-2015 budget for the first year of the project.

9. **Housing Commissioners May Provide Comments or Suggestions for Future Agenda Items**

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 700 W. Main St., Alhambra, CA 91801. Access to the agenda and supporting documents are also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least (3) business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (626) 586-1501, or by e-mail at roberta.lear@lacdc.org, from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES

MINUTES FOR THE REGULAR MEETING OF THE

LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday, August 27, 2014.

The meeting was convened at CDC/HACoLA Headquarters, 700 W. Main St., Alhambra, CA 91801.

Digest of the meeting. The Minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair, Cibrian Reza, at 12:11 p.m.

ROLL CALL	**Present**	**Absent**
Alma Cibrian Reza, Chair	X	
James Brooks, Vice Chair	X	
Michelle-Lynn Gallego	X	
Zella Knight	X	
Val Lerch	X	
Margaret Mott	X	
Henry Porter	X	
Joelene Tapia	X	

PARTIAL LIST OF STAFF PRESENT:

Sean Rogan, Executive Director
Emilio Salas, Deputy Executive Director
Maria Badrakhan, Director, Housing Management
Margarita Lares, Director, Assisted Housing

GUESTS PRESENT:

None.

Reading and Approval of the Minutes of the Previous Meeting

On Motion by Commissioner Lerch, seconded by Commissioner Knight, the Minutes of the Regular Meeting of July 23, 2014 were approved as amended. Commissioner Mott abstained.

Agenda Item No. 4 – Report of the Executive Director

Deputy Executive Director, Emilio Salas reported the following:

We held a successful Back-to-School event for South Scattered Sites (SSS)/Century Wilton housing development on August 4, 2014 and Commissioner Porter was in attendance to help hand out the backpacks. This year we added a barber on site to offer free haircuts.

We also held Back-to-School events at Maravilla and Harbor Hills housing developments on August 6, 2014. At Harbor Hills, Sean Fleming was in attendance representing Congresswoman Waters' office. At Maravilla we had Congresswoman Roybal Allard attend as well as our Tenant Commissioner Tapia. They also had a free haircut booth that had the longest line of all other booths at the event. Mr. Salas thanked the teams at Maravilla and Harbor Hills and to Congresswoman Roybal Allard for spending time with us.

Another Back-to-School event is scheduled for Carmelitos housing development on Thursday, August 28, 2014 from 12:00p.m.-4:00p.m., and we expect Congressman Lowenthal to be in attendance. We may also have staff representing State Senator Ricardo Lara as well.

Mr. Salas announced the groundbreaking ceremony on August 7, 2014, for the Knowledge Is Power Program Los Angeles (KIPP LA) Charter School that was the former headquarters of our Housing Authority offices located directly across the street from Maravilla housing development. The entertainment was provided by the first grade students and was the highlight of the opening. We're eagerly anticipating the opening of the school and we expect many of the children attending will come from the Maravilla community.

Mr. Salas reported that we held a very successful scholarship event on August 12, 2014 at the California Endowment Center in downtown Los Angeles. This was the first time the scholarship event was held off-site and this year it included a host of classes including budgeting and how to succeed at the next level of education. Mr. Salas thanked the Commissioners that attended the event and gave special thanks to Jennifer Blackwell, Executive Director of the Community Development Foundation and the Housing Authority staff that assisted in making this the most successful scholarship event to date.

Mr. Salas reviewed handouts with information regarding the new utility allowances that will be implemented for the Housing Management Division. The U.S. Department of Housing and Urban Development (HUD) mandates that Housing Authorities establish a utility allowance for households that pay their own utilities. These allowances are based upon the type of appliances that are used. The allowance is deducted from the tenant's portion of the rent. If residents use more utilities than the allowance, the resident must

pay the higher amount and if they use less, they receive the benefit of their conservation. This encourages conservation. We are required to review the allowances annually and revise them accordingly. If the difference is less than 10% we can opt to keep them where they are or adjust them. The Housing Management Division's last modification of the allowance was in 2009. On October 5, 2014, staff will utilize the new utility allowance schedule at new admission or at the family's annual lease renewal.

Mr. Salas updated Commissioner Porter's inquiry regarding our efforts to promote water conservation within the housing developments. A memo was included in the handout packets summarizing our efforts at each of our developments to include education on conservation, recent building improvements that will result in energy conservation, and other activities such as modifying irrigation schedules at some of our sites.

Mr. Salas updated the status of Ms. Terry Turrisi, a resident speaker during the July 23, 2014 Housing Commission meeting. Ms. Turrisi asked questions regarding her Section 8 Voucher and housing status at Westknoll housing development. Mr. Salas met with her after the meeting and was able to answer her questions. She was apparently in danger of having her voucher expire and he provided specific instructions on what actions she needed to take if she wished to retain her voucher and move out of her housing at Westknoll.

Mr. Salas noted that due to a scheduling conflict, we need to adjust the date for the October Housing Commission meeting. The October meeting was scheduled to take place at the Carmelitos housing development on Wednesday, October 22, 2014. The proposed dates are Thursday, October 23, 2014, Wednesday, October 15, 2014 or Wednesday October 29, 2014. Mr. Salas suggested the Commissioners take a vote today to determine the date for the October 2014 meeting.

The new date for the October Housing Commission was determined to be Wednesday, October 15, 2014.

Mr. Salas suggested the Chair, Ms. Cibrian Reza, consider a change in the approach for reading of agenda items.

Agenda Item No. 5 - Presentations

- FSS Graduate, Bridgette Travenia
- Proposition 84 – State Grants:
    - Rain Garden (Maravilla)
    - Urban Forest (Carmelitos)

Agenda Item No. 6 - Public Comments

None.

Regular Agenda

On Motion by Commissioner Cibrian Reza seconded by Commissioner Gallego and unanimously carried, the following was approved by the Housing Commission:

APPROVE AMENDMENT TO TEMPORARY PERSONNEL EMPLOYMENT SERVICES CONTRACTS
(ALL DISTRICTS)

AGENDA ITEM NO. 7

1. Recommend that the Board of Commissioners authorize the Executive Director or his designee to amend the contracts with Lloyd Staffing and Hart Employment Services, to increase the aggregate annual amount by up to $75,000 per year, to a total of $175,000, for temporary personnel employment services for the Housing Authority.

2. Recommend that the Board of Commissioners authorize the Executive Director or his designee to further amend the contracts with Lloyd Staffing and Hart Employment Services, to modify the scope of work, to increase the annual compensation by up to 10% as needed for unforeseen costs, and if necessary, to terminate the contracts.

3. Recommend that the Board of Commissioners authorize the Executive Director to extend the time of performance for up to two years, in one-year increments, at the same annual cost of $175,000 plus contingency, using funds as needed to be approved through the annual budget process.

4. Recommend that the Board of Commissioners find that the approval of amendments to the existing contracts for temporary personnel employment services is not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the activities are not defined as a project under CEQA.

Agenda Item No. 8 – Housing Commissioner Comments and Recommendations for Future Agenda Items

Commissioner Lerch enjoyed the programs from the Reality Check conference. He went into a couple of the breakout sessions.

Commissioner Gallego thanked staff and enjoyed the presentations.

Commissioner Knight stated the "Reality Check" conference epitomized everything inclusive of today and she requested a "Resident Services" Quarterly update report.

Commissioner Cibian Reza thanked the staff and stated the presentations were educational and showing the importance of water conservation. She thanked Jennifer Blackwell, Executive Director of the Community Development Foundation and was happy to hear from the FSS graduates on their accomplishments.

Commissioner Brooks congratulated Commissioner Gallego on receiving a scholarship. He liked the presentations and noted they were very informative. He appreciates the information.

Commissioner Brooks posed a question regarding removing turf from housing developments creating open spaces. Mr. Salas responded by saying he would have staff check with the local Dept of Water and Power to see what types of incentives they have for water conservation or other programs they may have available. We are looking at options for our open spaces.

Commissioner Mott congratulated Commissioner Gallego on receiving a scholarship.

Commissioner Porter thanked the presenters for the update on the water conservation. He is encouraging the continuance of the Resident Council meetings and every opportunity to keep this subject in the forefront. He questioned if we were receiving all possible amenities regarding saving water from all local companies. Mr. Salas advised that, yes, we were completing this in phases with low-flow toilets, aerators, etc., and many have been retrofitted beginning many years ago.

Commissioner Porter attended the Grand Opening of Terracina Housing Development on August 28, 2014 and was impressed at the 72 units with 15 units dedicated to transitional age youth leaving foster care. He congratulated Commissioner Gallego on receiving a scholarship and said it was good to see all the Commissioners together at one meeting.

Tenant Commissioner Tapia noted the presentations were inspiring and shared that she is also in the FSS program. She congratulated Commissioner Gallego on receiving a scholarship and shared that she was a scholarship award winner last year. She also shared that she was in the foster care system and wished that she knew of the transitional age youth housing programs.

Tenant Commissioner Tapia noted that improvements at the Maravilla housing development will help alleviate the graffiti on the block walls.

On Motion by Commissioner Cibrian Reza, seconded by Commissioner Porter, the Regular Meeting of August 27, 2014 was adjourned at 1:51 p.m.

Respectfully submitted,

SEAN ROGAN
Executive Director

Housing Authority - County of Los Angeles

September 24, 2014

FOR YOUR INFORMATION ONLY

TO: Housing Commissioners

FROM: Margarita Lares, Director
Assisted Housing Division

RE: FSS PROGRAM UPDATE – AUGUST 2014

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Housing Choice Voucher Program Participants achieve economic independence and self-sufficiency.

ACTIVITIES

NUMBER CURRENTLY ENROLLED	586	As of August 1, 2014
NEW ENROLLMENTS	11	FSS Participants Enrolled
CONTRACTS EXPIRED	6	FSS Contracts Expired
DIRECT ASSISTANCE REFERRALS	194	Workforce Centers
	10	Home Ownership Program/Seminars/workshops
	214	Job referrals
	19	Educational/Vocational Services
	172	Credit Repair Services
	98	Financial Literacy
	2	Individual Deposit Accounts (IDA)
	2	Transportation Assistance
	2	Health & Food Services
	152	Other Social Services
	11	Youth Services
OUTREACH & COMMUNITY EVENT	1	Rubio's Fund Raiser to fund the Antelope Valley Annual Holiday Event
	1	Fund Raiser to fund the Alhambra Office annual Holiday Event
	1	CDF First Annual Reality Check Conference
	1	Back to School Jam Carmelitos Housing Development
	1	Regional Community Alliance Meeting
GRADUATIONS	2	Graduations with an effective date of August 31st.
Pending Graduations	1	Requests to Graduate received

If you have any questions, please feel free to contact me at (626) 586-1670.

ML:MP:dt

Attachment

FAMILY SELF-SUFFICIENCY (FSS) GLOSSARY OF TERMS

Listed below are brief descriptions of each category in the monthly FSS Report.

1. **Number Currently Enrolled** – Current number enrolled on the FSS program as of the date the FSS Report is presented.

2. **New Enrollments** - The number of Participants enrolled in the FSS program with an effective date on the month the FSS Report is presented.

3. **Contract Expired** – The number of participant contracts that expired at the end of the month prior to the FSS Report presented.

4. **Direct Assistance Referrals** – Referrals sent to FSS participants based on their requests and or the participant's goals needed to be accomplished prior to successfully completing the program.

5. **Outreach and Community Events** – Information that was shared with FSS participants and or events or meetings the FSS Coordinators attended.

6. **Graduations** – FSS participants that graduated last month.

7. **Pending Graduations** – FSS participants who have requested to graduate and are pending review of successful completion of goals.

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Sean Rogan
Executive Director

September 24, 2014

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
700 West Main Street
Alhambra, California 91801

Dear Commissioners:

AWARD A CONTRACT FOR A GREEN PHYSICAL NEEDS ASSESSMENT AND AN OPTIONAL PHYSICAL CONDITION ASSESSMENT FOR HOUSING DEVELOPMENTS WITHIN LOS ANGELES COUNTY (ALL DISTRICTS)

SUBJECT

This letter recommends award of a Contract to provide a Green Physical Needs Assessment (GPNA) of 57 Housing Authority owned properties to determine the useful life of all major building systems and the potential life-cycle replacement of all major building systems during a 20-year term. The Contract also includes an optional provision for a Physical Condition Assessment (PCA) for the Rental Assistance Demonstration (RAD) Program for the Carmelitos, Harbor Hills, Nueva Maravilla and 25 South Scattered Sites if the Housing Authority moves forward with the RAD conversion.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the approval of a Contract for a GPNA and the optional RAD Program PCA are not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the activities are not defined as a project under CEQA.

2. Recommend that the Board of Commissioners award and authorize the Executive Director or his designee to execute a Contract and all related documents in the amount of $385,995 with Clampett Industries, LLC d/b/a EMG (EMG) to provide a GPNA for 57 Housing Authority properties with an optional RAD Program PCA for Carmelitos, Harbor Hills, Nueva Maravilla and 25 South Scattered Sites, using funds to be incorporated

into the Housing Authority's Fiscal Year 2014-2015 approved budget.

3. Recommend that the Board of Commissioners authorize the Executive Director or his designee, if necessary, to amend the contract, to terminate the contractor's right to proceed with the performance of the Contract, or to terminate the Contract.

4. Recommend that the Board of Commissioners authorize the Executive Director or his designee to approve Contract change orders not to exceed $38,599 (10%) for unforeseen project costs, following approval as to form by County Counsel.

5. Recommend that the Board of Commissioners authorize the Executive Director to incorporate up to $424,594 into the Housing Authority's approved Fiscal Year 2014-2015 budget, consisting of $407,298 in Capital Fund Program funds allocated by the U.S. Department of Housing and Urban Development (HUD) and $17,296 from the rental revenue and housing assistance payments from the Kings Road senior housing development.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to award a Contract to provide a GPNA with an optional provision for a PCA for the RAD Program at various Housing Authority properties.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Contract will be funded with $385,995 plus a contingency of up to $38,599 (10%) for any unforeseen project costs. Funds will be incorporated as needed into the Housing Authority's approved Fiscal Year 2014-2015 budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In the past, HUD has required a Physical Needs Assessment of the Housing Authority's properties every 5 years. The Board approved the previous Physical Needs Assessment contract on October 7, 2008. The assessment now includes a new energy audit requirement and recommended energy conservation measures, and has been renamed the Green Physical Needs Assessment (GPNA). HUD has not yet established implementation and due dates for the GPNA since the Final Rule for the Capital Fund Physical Needs Assessment at 24 CFR 905 has been pending for the last few years. To be proactive and to establish the current needs of our properties, the Housing Authority is proceeding with the GPNA at this time.

The GPNA will determine the useful life of all major building systems and the potential

life-cycle replacement of all major building systems during a 20-year term and will include dwelling structures, dwelling and non-dwelling equipment, management facilities, community activity spaces, open spaces and playgrounds.

The Contract includes the option, at the sole discretion of the Housing Authority, to amend the Contract to include a PCA for the RAD Program. On December 17, 2014, the Board approved the submittal of four RAD Program applications for the following sites: for the Carmelitos family and senior housing development in the City of Long Beach; the Harbor Hills family housing development in the City of Lomita; the Nueva Maravilla family and senior housing development in unincorporated East Los Angeles; and 25 South Scattered Sites family and senior housing developments located throughout the Second Supervisorial District.

RAD is a HUD initiative to preserve public and other HUD-assisted housing, by providing owners and Public Housing Authorities (PHAs) with access to additional funding to make needed physical improvements to properties. RAD allows PHAs to convert housing developments from traditional public housing operating subsidies to long-term, Project-Based Section 8 rental assistance subsidies. Currently, there is a 60,000 unit cap for PHAs in the RAD Program. Due to the RAD Program cap, the Housing Authority is currently on the waiting list. If approved, the Housing Authority will have access to new funding sources to renovate and operate our properties with increased financial stability.

The RAD Program mandates that a PCA must be conducted on the affected properties. Along with all GPNA requirements, the PCA must also meet Fannie Mae requirements for multi-family real estate financing, including providing a utility consumption baseline. The Housing Authority will only exercise the option to conduct the PCA if any of the RAD applications are approved by HUD in the future, and the Housing Authority decides to participate in the RAD program. The Housing Authority will extend the Contract for up to two additional years if needed for RAD PCA services.

The GPNA and PCA services are being federally funded and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County. Instead, EMG will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

ENVIRONMENTAL DOCUMENTATION

This action is exempt from the provisions of the National Environmental Policy Act (NEPA) pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact on or result in any physical changes to the environment. The activity is not subject to the

provisions of the CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On June 4, 2014, the Housing Authority conducted a Request for Proposals (RFP) to identify firms to provide GPNA and PCA services. The RFP was electronically sent to approximately 1074 firms with Civil, Mechanical, Structural and Engineering licenses identified from the Housing Authority's vendor list. The RFP was posted on both the County's and Housing Authority's websites.

On June 25, 2014, two proposals were received and formally opened by the deadline. The proposals met the minimum requirements and were forwarded to a three member evaluation panel for further review. The evaluation committee used the "informed averaging" scoring methodology using a 1,000 points system established in the solicitation package. The evaluation criteria consisted of qualifications (experience, background, references, etc.) and approach to providing services. EMG received the highest points and is therefore being recommended for the Contract award.

The Summary of the Outreach Activities is provided in Attachment A.

IMPACT ON CURRENT SERVICES

This Contract will allow the Housing Authority to ensure the long-term physical viability of its properties and to continue providing a safe living environment for residents.

Respectfully submitted,

SEAN ROGAN
Executive Director

SR:MB:mo

Enclosures

ATTACHMENT A

Summary of Outreach Activities

Green Physical Needs Assessment and Physical Condition Assessment Consulting Services

On June 4, 2014, the following outreach was initiated to identify a proposer to provide, Green Physical Needs Assessment consulting services for 57 Housing Authority housing developments located throughout Los Angeles County and an optional Rental Assistance Demonstration (RAD) Program Physical Condition Assessment (PCA) for the Carmelitos family and senior housing development in the City of Long Beach; the Harbor Hills family housing development in the City of Lomita; the Nueva Maravilla family and senior housing development in unincorporated East Los Angeles; and 25 South Scattered Sites family and senior housing developments located throughout the Second Supervisorial District.

A. Announcement

An announcement was posted on the County's WebVen and on the Commission/Housing Authority's websites.

B. Distribution of Proposal Packets

The Housing Authority initiated an outreach to identify a contractor to conduct GPNA and PCA services. The Request for Proposals was electronically sent to 1074 prospective proposers. Seventy-six bid packages were downloaded by contractors.

C. Pre-Proposal Conference and Site Walk

A Pre-Proposal Conference was conducted on June 11, 2014. Twelve contractors attended.

D. Proposal Results

On June 25, 2014, a total of two proposals were received by the deadline and then evaluated using a 1000 point system. The evaluation scores are as follows:

Company	Total Points
Clampett Industries, LLC d/b/a EMG	732
Partner Engineering and Science, Inc	668

E. Minority/Female Participation – Firm Selected

Name	Ownership	Employees
Clampett Industries, LLC d/b/a/ EMG	Non-Minority	Total: 311 30 minorities 95 women 10% minorities 31% women

F. Minority/Female Participation – Firms Not Selected

Name	Ownership	Employees
Partner Engineering and Science, Inc.	Woman	Total: 393 128 minorities 135 women 33% minorities 43% women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.

ATTACHMENT B

Contract Summary

Project Name:	GREEN PHYSICAL NEEDS ASSESSEMENT AND PHYSICAL CONDITIONS ASSESSMENT CONSULTING SERVICES
Location:	HOUSING DEVELOPMENTS WITHIN LOS ANGELES COUNTY
Number:	CDC14-119
Contract Start Date:	November 1, 2014
Consultant:	Clampett Industries, LLC d/b/a EMG
Purpose:	To conduct a Green Physical Needs Assessment (GPNA) and energy audit of 57 Housing Authority owned properties and if amended, an optional Physical Condition Assessment (PCA) for the Rental Assistance Demonstration (RAD) Program for various properties.

Services: The Consultant shall conduct a GPNA and energy audit of 57 Housing Authority properties to determine the useful life of all major building systems and the potential life-cycle replacement of all major building systems during a 20-year term. The Consultant shall submit a report for each of the 57 sites within one hundred twenty (120) calendar days following the required commencement date.

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At the sole discretion of the Housing Authority, the Contract may be amended if needed to include PCA services for the RAD Program at the Carmelitos family and senior housing development in the City of Long Beach; the Harbor Hills family housing development in the City of Lomita; the Nueva Maravilla family and senior housing development in unincorporated East Los Angeles; and 25 South Scattered Sites family and senior housing developments located throughout the Second Supervisorial District. The PCA must meet Fannie Mae requirements for multi-family real estate financing, including an energy audit and a utility consumption baseline. The Consultant shall submit a report for each of the sites.

Term: This Contract shall commence on November 1, 2014 and shall remain in full force and effect for 12 months until October 31, 2015 unless sooner terminated or extended in writing.

Option to Renew: This Contract may be extended in one-year increments, for a total of two (2) additional years at the sole discretion of the Housing Authority.

Performance Review: A performance review shall be conducted no later than 90 days

prior to the end of the Contract. Based on the assessment of the performance review, and if an additional year is needed, a written notification will be given to the Contractor whether the agreement will be terminated at the end of the current year or will be continued into the next contract year.

Compensation: The Contractor shall be paid as full compensation for the work required, performed, and accepted, exclusive of all costs and expenses which will be deducted from the contract contingency amount, the maximum, not-to-exceed price of $221,803 for the PNA services and $164,192 for the optional PCA services if needed..

Contract Contingency: PNA services: $22,180 PCA services: $16,419

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Executive Director

September 24, 2014

Honorable Housing Commissioners
Housing Authority of the
County of Los Angeles
700 West Main Street
Alhambra, California 91801

Dear Commissioners:

ACCEPTANCE OF $2,550,000 IN PROPOSITION 84 STORMWATER GRANT PROGRAM FUNDS AND AWARD OF A CONTRACT TO NORTH EAST TREES FOR A STORMWATER BEST MANAGEMENT PRACTICES PILOT PROJECT AT THE NUEVA MARAVILLA PUBLIC HOUSING DEVELOPMENT (DISTRICT 1)

SUBJECT

This letter recommends the acceptance and incorporation of Proposition 84 Stormwater Grant Program funds from the State Water Resources Control Board (State Water Board) into the Housing Authority's Fiscal Year 2014-2015 approved budget. It also recommends award of a Contract to the non-profit corporation North East Trees to manage and complete a Stormwater Best Management Practices (BMP) Pilot Project to conserve water at the Nueva Maravilla public housing development.

IT IS RECOMMENDED THAT YOUR COMMISSION:

1. Recommend that the Board of Commissioners find that the approval of the Contract and the Stormwater BMP Pilot Project is exempt from the provisions of the California Environmental Quality Act (CEQA) for the reasons stated in this letter and the record of the project.

2. Recommend that the Board of Commissioners authorize the Executive Director or his designee to accept $2,550,000 in Proposition 84 Stormwater Grant Program (SWGP) funds from the State Water Board and to take any and all related actions necessary to receive and expend these funds.

3. Recommend that the Board of Commissioners authorize the Executive Director or his designee to execute or amend a Contract and all related documents with North East Trees, in the amount of $2,550,000, to design and install a new drainage and stormwater system, rain gardens, swales, and other water conservation measures at the Nueva Maravilla public housing development.

4. Recommend that the Board of Commissioners authorize the Executive Director to incorporate up to $1,500,000 into the Housing Authority's approved Fiscal Year 2014-2015 budget for the first year of the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this action is to accept and incorporate Proposition 84 SWGP funds from the State Water Board, and to award a Contract to North East Trees to manage and complete a Stormwater BMP Pilot Project to conserve water at the Nueva Maravilla public housing development.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund. The Housing Authority will fund the $2,550,000 Contract with Proposition 84 SWGP funds, of which up to $1,500,000 will be incorporated into the Housing Authority's approved Fiscal Year 2014-2015 budget. The remaining Proposition 84 funds will be included in future years' annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On July 21, 2014, the Housing Authority was awarded $2,550,000 in Proposition 84 SWGP funds. The funds will be utilized for a Stormwater BMP Pilot Project at the Nueva Maravilla public housing development, located at 4919 East Cesar Chavez Avenue in unincorporated East Los Angeles. North East Trees will manage the project from the design to the completion of the project.

The innovative project involves the design and installation of a new drainage and stormwater system, rain gardens, swales, and other water saving measures at the Nueva Maravilla public housing development. This project will effectively reduce pollution in the waterways; turn stormwater runoff into an asset; reduce demand for irrigation water; and substitute turf with drought-tolerant and native plants and trees and reduce greenhouse gas.

Should North East Trees require additional or replacement personnel after the effective date of this Contract, they shall give consideration for any such employment openings to participants in the County's Department of Public Social Services' Greater Avenues for Independence (GAIN) Program or General Relief Opportunity for Work (GROW) Program who meet the minimum qualifications for the positions in question. North East

Trees will contact the County's GAIN/GROW Division for a list of participants by job category.

CONTRACTING PROCESS

On February 27, 2014, the Housing Authority, in collaboration with North East Trees, submitted an application to the State Water Board for a Stormwater BMP Pilot Project at the Nueva Maravilla public housing development. The application stipulated that North East Trees would manage and complete the project. On July 21, 2014, the $2,550,000 in Proposition 84 SWGP funds was awarded to the Housing Authority. Since the award of the funds was contingent on North East Trees completing the scope of work under the project, procurement is not necessary. The State Water Board project close out deadline is April 30, 2017.

ENVIRONMENTAL DOCUMENTATION

This project is categorically exempt from the provisions of CEQA. The project (design and installation of a new drainage and stormwater system, rain gardens, swales, and other water saving measures at the Nueva Maravilla public housing development) is within a class of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15304 of the CEQA Guidelines and Class 4 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. In addition, the project is not in a sensitive environment, and there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the project records.

IMPACT ON CURRENT PROJECT

The award of the Contract will design and install a new drainage and stormwater system, rain gardens, swales and other water saving measures at the Nueva Maravilla public housing development, which will provide cost savings to the Housing Authority with improved water conservation efforts for the residents.

Respectfully submitted,

SEAN ROGAN
Executive Director

SR:MB:mo

Enclosures

ATTACHMENT A

Contract Summary

Project Name:	Nueva Maravilla Stormwater Grant Program Best Management Practices (BMP) Pilot Project
Location:	Nueva Maravilla public housing development
Grant Number:	Grant Agreement #14-454-550
Contract Start Date:	November 1, 2014
Contractor:	North East Trees
Purpose:	The Nueva Maravilla public housing development consists of 504 public housing units on 39.5 acres. The Stormwater BMP Pilot Project will effectively reduce pollution in the waterways; turn stormwater runoff into an asset; reduce demand for potable irrigation water; and substitute turf with drought-tolerant and native plants and trees and reduce greenhouse gas.

Services: The Stormwater BMP Pilot Project will provide the design and installation of a new drainage and stormwater system, rain gardens, swales, and other water saving measures at the Nueva Maravilla public housing development.

Term: This Contract shall commence on November 1, 2014 and shall remain in full force and effect until October 31, 2015 unless sooner terminated.

Option to Renew: This Contract may be extended in one-year increments, for a total of two (2) additional years at the sole discretion of the Housing Authority. The State Water Board project close out deadline is April 30, 2017.

Performance Review: A performance review shall be conducted no later than 90 days prior to the end of the Contract. Based on the assessment of the performance review, written notification will be given to the Contractor whether the agreement will be terminated at the end of the current year or will be continued into the next contract year.

Compensation: The Contractor shall be paid as full compensation for the work required, performed, and accepted, exclusive of all costs and expenses which will be deducted from the contract amount, the maximum, not-to-exceed price of **Two Million Five Hundred Fifty Thousand Dollars ($2,550,000).** The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

HOUSING COMMISSION
2014 Meeting Schedule
12:00 noon

REVISED 9/2014

Date	Site	Address/ Telephone #	District	Description
January 22	CDC/Headquarters	700 W. Main Street Alhambra, CA 91801 (626) 586-1504	N/A	N/A
February 26	Francisquito Villas	14622 Francisquito Avenue La Puente, CA 91746 (626) 960-7207	1st	88 Units of Senior Housing
March 26	CDC/Headquarters	700 W. Main Street Alhambra, CA 91801 (626) 586-1504	N/A	N/A
April 23	South Bay Gardens	230 E. 130th Street Los Angeles, CA 90061 (323) 357-3157	2nd	100 Units of Senior Housing
May 21	Foothill Villa	2423 Foothill Blvd. La Crescenta, CA 91214 (661) 255-5818	5th	62 Units of Senior Housing
June 25	CDC/Headquarters	700 W. Main Street Alhambra, CA 91801 (626) 586-1504	N/A	N/A
July 23	Westknoll Apartments	838 N. Westknoll Drive West Hollywood, CA 90069 (323) 653-3090	3rd	133 Units of Senior Housing
August 27	CDC/Headquarters	700 W. Main Street Alhambra, CA 91801 (626) 586-1504	N/A	N/A
September 24	CDC/Headquarters	700 W. Main Street Alhambra, CA 91801 (626) 586-1504	N/A	N/A
October 15	Carmelitos	851 Via Carmelitos Long Beach, CA 90805 (562) 423-5464	4th	155 Units of Senior Housing
November 19	CDC/Headquarters	700 W. Main Street Alhambra, CA 91801 (626) 586-1504	N/A	N/A
December 17	CDC/Headquarters	700 W. Main Street Alhambra, CA 91801 (626) 586-1504	N/A	N/A