



**COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles**

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Executive Director

November 18, 2014

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

41 November 18, 2014

Sachi A. Hamai
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EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL OF HOMELESS PREVENTION INITIATIVE FUNDS FOR CONTINUED OPERATION
OF THE INTERNET-BASED LOS ANGELES COUNTY HOUSING RESOURCE CENTER
(ALL DISTRICTS) (3 VOTE)**

**CIO RECOMMENDATION: APPROVE (X) APPROVE WITH MODIFICATION ()
DISAPPROVE ()**

SUBJECT

This letter requests approval of one year of continued Homeless Prevention Initiative (HPI) funding for the uninterrupted operation of the Los Angeles County Housing Resource Center (LAC-HRC) database website and associated housing locator services. This letter relates to an item on the agenda of the Board of Commissioners of the Community Development Commission (Commission) for approval of the related contract amendment.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve an additional one year of HPI funding, at \$202,000 per year, to the Commission for the operation of the contract with Non-Profit Industries, Inc. dba Socialserve.com.
2. Find that this approval of HPI funding is not subject to the provisions of the California Environmental Quality Act (CEQA) because the proposed activity is not defined as a project under CEQA and will not have the potential for causing a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to approve the transfer of funding to continue

uninterrupted operation of the LAC-HRC website and call center.

FISCAL IMPACT/FINANCING

The HPI ongoing funding in the amount of \$202,000 for the LAC-HRC was approved by your Board in April 2006 using County of Los Angeles (County) General funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On April 4, 2006, your Board approved an HPI recommendation to establish a housing search and listing database website for the County. On December 19, 2006, your Board approved a joint recommendation submitted by the Chief Executive Office and the Commission, delegating authority to the CEO to execute a sole source agreement with Socialserve.com to create a website called the Los Angeles County Housing Resource Center. The website was subsequently launched in June 2007.

The primary purpose of the LAC-HRC website and call center support is to provide free listing services of residential rental properties in the County, to keep the listings updated, and to make the rental listings available at no cost for individuals, families and housing caseworkers in the County via the internet or toll-free phone call. The listing information includes data on landlords who accept tenants with Section 8 Housing Choice Vouchers and Veterans Affairs Supportive Housing (VASH) Vouchers. The website also has additional information on special needs rental units to assist County departments and approved agencies with housing placement. The LAC-HRC has proven to be very successful, and there are currently over 11,300 landlords registered and approximately 2,000 units currently available or with an open waiting list.

In 2009, the contract administration for the LAC-HRC was transferred from the CEO to the Commission and the Commission oversight continued the expansion of the current database and website with further development of the system. Commission staff manages the workflow of website changes, coordinates among stakeholder agencies, develops marketing material, manages passwords, and provides training on the website.

Following the County's receipt of Federal stimulus and recovery funds for housing in 2009 and 2010, the LAC-HRC was used to provide screening and mapping functions to assist the public and professional users in evaluating program eligibility for the Homelessness Prevention and Rapid Re-housing Program (HPRP), and the Neighborhood Stabilization Program (NSP). Beginning in 2013, the LAC-HRC has been used by approved agencies who are administering rental assistance under the First 5 Supportive Housing for Families Fund.

Other notable improvements in the services and function of the website include registration of all CDC-funded affordable rental projects, with additional features to allow affirmative marketing of CDC-funded units with accessibility features for persons with physical or sensory disabilities. Additional provisions are being made to help integrate the registration of Permanent Supportive Housing units with the different coordinated entry systems that are being developed, tested, or utilized with the County for single adults, homeless families, and Transition Age Youth.

Because Socialserve.com's data and support system cover all of Los Angeles County, your Board previously authorized the execution of partnership agreements with other Los Angeles County municipalities in order to allow for shared postings of rental projects. The City of Pasadena has successfully maintained a partner website that is administered by Socialserve.com under a

Participation Agreement with the Commission. Currently, the Housing and Community Investment Department of the City of Los Angeles (HCID-LA) is finalizing details of a similar agreement that would allow them to require their funded multi-family rental projects to register on the LAC-HRC. This partnership would significantly increase the number of rental listings on the LAC-HRC and provide information and benefits to all County residents, as well as caseworkers and housing locators working for County programs or departments.

The Commission believes that the LAC-HRC project could continue to provide cost-effective benefits and services to County residents for several years to come. However, the Commission, in consultation with County Counsel, proposes to request renewal or extension of the sole source authority for this contract in conjunction with a request to terminate the current contract for purposes of entering into a new sole source contract with Socialserve.com for five additional years of LAC-HRC operations. Because the current HPI funding term, ending December 31, 2014, and the current contract expiration date of March 30, 2015 do not coincide, the additional HPI funds are needed to continue uninterrupted operation of the LAC-HRC through December 31, 2015.

Utilizing authority granted by your Board, the Commission's Executive Director would approve a nine month extension to the current contract to allow sufficient time to restate the contract and consolidate previous amendments in a new contract that would come before your Board no later than December 15, 2015. This length of time is recommended in order to allow for sufficient experience with coordinated entry systems and the partnership with HCID-LA to take effect and begin operation.

Therefore, the HPI funds requested herein provide the annual fee-for-service to Socialserve.com for the maintenance and support of the website service. Approval of the recommended actions would extend the operation of the LAC-HRC through 2015, and allow time for the Commission to conduct a project performance analysis in order to return to your Board with a recommendation regarding sole source justification for the continued operation of the LAC-HRC by Socialserve.com.

The Chief Information Office reviewed this Board letter and recommends approval. The CIO determined this recommended action contains no new Information Technology (IT) matters requiring an analysis.

ENVIRONMENTAL DOCUMENTATION

The proposed transfer of funds is exempt from the provisions of the National Environmental Policy Act 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 action is not subject to the provisions of 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.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

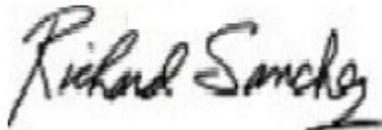
Approval of the recommended actions will enable the uninterrupted operation of the LAC-HRC website and call center and enhance the ability of the Commission to provide housing information and referral services and benefits to residents of Los Angeles County, including landlords and tenants, as well as housing locators, lending institutions, real estate professionals, veterans, and other providers of affordable, special needs, supportive, transitional and emergency housing.

Respectfully submitted,



SEAN ROGAN
Executive Director

Reviewed by:



RICHARD SANCHEZ
Chief Information Officer

SR:CC:ln

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors