



ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

September 16, 2025

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

Edward Yen
EDWARD YEN
EXECUTIVE OFFICER

Dear Commissioners:

**CONTRACTS FOR HOUSING DEVELOPMENT CONSULTING SERVICES
(ALL DISTRICTS) (3 VOTE)**

SUBJECT

This letter recommends the approval of seven contracts with California Housing Partnership Corporation, CSG Advisors Corporation, CTY Housing, Inc., HR&A Advisors, Inc., Keyser Marston Associates, LeSar Development Consultants and Mosaic Urban Development, LLC to provide housing development consulting services to the Los Angeles County Development Authority (LACDA).

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the approval of Contracts for housing development consulting services is exempt from the provisions of the California Environmental Quality Act (CEQA) because the activities are not defined as a project under CEQA.
2. Authorize the Executive Director or designee to execute one-year Contracts with California Housing Partnership Corporation, CSG Advisors Corporation, CTY Housing, Inc., HR&A Advisors, Inc., Keyser Marston Associates, LeSar Development Consultants and Mosaic Urban Development, LLC for housing development consulting services, and all related documents, in the amount of \$500,000 per Contract, using program funds included in the LACDA's approved Fiscal Year 2025-2026 budget, to be effective July 1, 2025, following approval as to form by County Counsel and execution by all parties.
3. Authorize the Executive Director or designee to execute amendments to the Contracts, following approval as to form by County Counsel, to extend the term for a maximum of four additional years, in

one-year increments, with an annual compensation of \$500,000, using funds to be included in the LACDA's annual budget approval process.

4. Authorize the Executive Director or designee, upon his determination and as necessary and appropriate under terms of the Contracts, to terminate one or more Contracts for convenience.

5. Authorize the Executive Director or designee to amend the Contracts to modify the scope of work, revise the fee schedule, and increase the annual compensation by up to 10% as needed for unforeseen events.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this recommendation is to award seven Contracts to provide housing development consulting services to the LACDA. At least annually, the LACDA releases a Notice of Funding Availability (NOFA) to solicit funding proposals for the development of affordable and special needs multifamily rental housing. Housing development consultants review and score individual applications submitted in response to NOFAs. Additionally, housing development consultants will assist on an as-needed basis with project management, financial analysis of new, potential, and existing projects, back-end tax liability calculations for Low Income Housing Tax Credit (LIHTC) projects, residual receipt calculations, and a wide variety of other services.

The current housing development consulting services contracts will expire on September 30, 2025. Therefore, the LACDA is requesting authority to execute all seven Contracts for housing development consulting services, for up to \$500,000 per Contract, with the option to extend up to four additional years, for a total contract term through September 30, 2030.

FISCAL IMPACT/FINANCING

There is no impact on the County general fund.

The cost for the first year is \$500,000 per Contract for a total of \$3,500,000, using program funds included in the LACDA's approved Fiscal Year 2025-2026 budget, consisting of Affordable Housing Trust Funds or other state or local funds identified for this purpose. If extended, the cost for the second through the fifth year of the Contract will remain at the same annual amount of \$500,000 per Contract using funds to be requested through LACDA's annual budget approval process. A 10% contingency, in the amount of \$50,000 per year per Contract for a total of \$350,000, is also being set aside for any unforeseen needed housing development consulting services, using the same source of funds.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Contracts are subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the Skills and Training to Achieve Readiness for Tomorrow (START) Program implemented by the County of Los Angeles. Should the Contractors require additional or replacement personnel during the term of the Contracts, they shall give consideration for any such employment openings to participants GAIN/START Program participants who meet the minimum qualifications for the open positions.

ENVIRONMENTAL DOCUMENTATION

This action 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 activities are not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378(b)(5) because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS

On January 10, February 7, and October 3, 2023, the Los Angeles County Board of Supervisors (Board) approved several Board motions to proclaim a Local Emergency for Homelessness and outlining necessary authorities to accelerate administrative processes which enable the County to provide services to people experiencing homelessness (PEH). On September 10, 2024, the Board granted the same authorities to the Los Angeles County Development Authority (LACDA).

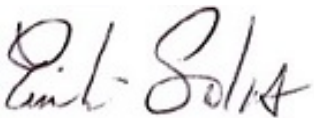
The LACDA identified housing development consultants from existing contracts which provide the same scope of work to the LACDA, and are in good standing, responsive, and responsible. All consultants have accepted and agreed to execute the LACDA Contract and Statement of Work for housing development consulting services.

Therefore, the LACDA is seeking authority to execute the Contracts with California Housing Partnership Corporation, CSG Advisors Corporation, CTY Housing, Inc., HR&A Advisors, Inc., Keyser Marston Associates, LeSar Development Consultants and Mosaic Urban Development, LLC for housing development consulting services.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The proposed Contract amendments will allow the LACDA to continue investing in and effectively managing affordable housing projects throughout LA County.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Emilio Salas", written in a cursive style.

Emilio Salas

Executive Director

ES:HB