


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Housing	<b>CEQA:</b> Not a Project, File No. PP17-002, Consultant services for design, study, inspection, or other professional services with no commitment to future action.	<b>Coordination:</b> City Attorney's Office, City Manager's Budget Office	<b>Dept. Approval:</b> /s/ Jacky Morales-Ferrand
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b> 

**SUBJECT: THIRD AMENDMENT TO THE AGREEMENT WITH DAVID PAUL ROSEN & ASSOCIATES FOR CONSULTANT SERVICES PERTAINING TO AFFORDABLE HOUSING DEVELOPMENT**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager to execute a Third Amendment to the Consultant Agreement with David Paul Rosen & Associates for consultant services pertaining to development of affordable housing, increasing the maximum total amount of compensation by \$80,000 from \$320,000 to \$400,000.

**BASIS FOR RECOMMENDATION:**

The Housing Department conducted a Request for Qualifications in 2017 that resulted in selection of David Paul Rosen & Associates (DRA) to provide the Housing Department with consultant services to provide underwriting support and to provide research, reports, and studies specific to affordable housing projects and programs. The City Manager executed a Consultant Agreement with DRA in December 2017 in an amount not to exceed \$125,000, and the City Manager subsequently executed First and Second Amendments to the Consultant Agreement to increase the not to exceed compensation to \$320,000 and exercised an option to extend the agreement to June 30, 2020. The proposed amendment, increasing the maximum total amount of compensation in the consultant agreement by \$80,000 to a total not to exceed amount of \$400,000, will enable DRA to continue providing consultant services pertaining to on call multi-family loan underwriting support and conducting research for the purposes of developing or modifying policy and procedures specific to affordable housing projects and programs. This amendment is the final amendment for this contract. A Request for Proposals will be completed for this scope of work initiating new contracts in the 2020-2021 term. In the current fiscal year DRA will advise the Housing Department regarding financial land use analysis and incentivizing affordable residential developments on vacant land. David Paul Rosen & Associates will also continue to advise the Housing Department regarding Joint Powers Authority-issued bonds and other affordable housing strategies and/or programs.

There is no commission recommendation or input associated with this action. This recommendation is consistent with the Mayor's March Budget Message for Fiscal Year 2019-2020 priorities "to confront the high cost of housing and living" and "homelessness."

**COST AND FUNDING SOURCE:**

Fund #	Appn #	Appn. Name	Total Appn	Amt. for Contract	2019-2020 Proposed Operating Budget Page*	Last Budget Action (Date, Ord. No.)
346	0562	Housing Non-Personal/ Equipment	\$1,321,476	\$80,000	X-52	06/18/19, 30286

\* The 2019-2020 Proposed Operating Budget was adopted by the City Council on June 18, 2019.

**FOR QUESTIONS CONTACT:** Kristen Clements, Division Manager, (408) 535-8236