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Title: CONSIDER APPROVAL OF AMENDMENT NO. 1 TO THE AGREEMENT WITH RSG, INC. (C-20-070) TO PROVIDE AFFORDABLE HOUSING COMPLIANCE MONITORING SERVICES AND CONSIDER RESOLUTION NO. 20-13-CHA "A RESOLUTION OF THE CITY OF CARSON HOUSING AUTHORITY AMENDING THE FISCAL YEAR 2020-21 BUDGET IN THE HOUSING AUTHORITY FUND" (HOUSING AUTHORITY)

Sponsors: Community Services

Indexes:

Code sections:

Attachments: 1. Ex. No. 1 - RSG Compliance Monitoring agreement 2020-2023 - executed, 2. Ex. No. 2 - Proposed RSG Amendment No.pdf, 3. Ex. No. 3 - Resolution No. 20-13-CHA

Date	Ver.	Action By	Action	Result
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Report to Housing Authority
 Tuesday, November 17, 2020
 Consent

SUBJECT:

CONSIDER APPROVAL OF AMENDMENT NO. 1 TO THE AGREEMENT WITH RSG, INC. (C-20-070) TO PROVIDE AFFORDABLE HOUSING COMPLIANCE MONITORING SERVICES AND CONSIDER RESOLUTION NO. 20-13-CHA "A RESOLUTION OF THE CITY OF CARSON HOUSING AUTHORITY AMENDING THE FISCAL YEAR 2020-21 BUDGET IN THE HOUSING AUTHORITY FUND" (HOUSING AUTHORITY)

I. SUMMARY

The Carson Housing Authority (Authority) has entered into agreements for the services of several consultants to implement the goals of the Authority. One such consultant provides affordable housing compliance monitoring services for the Authority. On July 7, 2020 the Authority awarded a three-year contract to RSG, Inc. to provide affordable housing compliance monitoring services for the existing eight multi-family housing developments (Exhibit No. 1).

The RFP was conducted prior to the completion of the three new affordable housing developments in Carson; the Veteran’s Village, Bella Vita, and the Carson Arts Colony developments. As these projects have been completed and are now open for occupancy,

they will also require affordable housing compliance monitoring. This proposed amendment to the existing agreement with RSG, Inc. will allow for those services to be provided for the additional developments. The amendment adds \$13,470 to the existing three-year agreement amount of \$65,420 for a new three-year amount of \$78,890.

It is the recommendation of staff that the Authority approve Amendment No. 1 to the contract services agreement with RSG, Inc. (Exhibit No. 2) to provide affordable housing compliance monitoring services for the additional three affordable housing developments for the Authority and adopt Resolution

No. 20-13-CHA (Exhibit No. 3) amending the Fiscal Year 2020-21 budget in the Housing Authority Fund.

II. RECOMMENDATION

TAKE the following actions:

1. **APPROVE** Amendment No. 1 to the contract services agreement with RSG, Inc. to provide affordable housing compliance monitoring services for three additional developments, for an additional \$13,470, for a contract total of \$78,890 for the three-year agreement.
2. **AUTHORIZE** the Authority Chairman to execute the agreement, following approval as to form by the Authority Counsel.
3. **WAIVE** further reading and **ADOPT** Resolution No. 20-13-CHA "A RESOLUTION OF THE CITY OF CARSON HOUSING AUTHORITY AMENDING THE FISCAL YEAR 2020-21 BUDGET IN THE HOUSING AUTHORITY FUND"

III. ALTERNATIVES

TAKE any other action the Authority deems appropriate.

IV. BACKGROUND

The Carson Housing Authority (Authority) has entered into agreements for the services of several consultants to implement the goals of the Authority. Due to the need for specialized expertise, reliance on consultants to assist the Authority with project implementation is necessary. One such consultant provides affordable housing compliance monitoring services for the Authority. After conducting a Request for Proposals (RFP) and reviewing responses to the RFP, it was determined that RSG, Inc., the Authority's current consultant, was the most qualified consultant to provide those services. On July 7, 2020 the Authority awarded a three-year contract to RSG, Inc. to provide affordable housing compliance monitoring services for the existing eight multi-family housing developments. In consideration of the current pandemic, RSG also provided a discounted rate for the first year. The proposed cost for the first year of the agreement is \$20,380; the cost for the second and third years of the agreement was \$22,520 per year,

for a total of \$65,420 for the three-year agreement.

Three new affordable housing projects in Carson have been completed and are now open for occupancy; the Veteran's Village, Bella Vita and the Carson Arts Colony developments. As these projects are now open for occupancy, they will also require affordable housing compliance monitoring. This amendment to the existing agreement with RSG, Inc. will allow for those services to be provided for the additional developments. The amendment adds \$13,470 to the existing three-year agreement amount of \$65,420; \$4,260 for the first year and \$4,605 for each of the second and third years, for a new three-year amount of \$78,890.

Affordable housing compliance monitoring services for the Authority include rental increase requests, residual receipt payments, agreement analysis, and any other requests by the Authority, for the properties including the 61-unit Carson Terrace, 91-unit Avalon Courtyard, 149-unit Villagio I and II, 40-unit Arbor Green, 85-unit Gateway and 105-unit Via 425 Phase I and II apartments. Services also include compliance pursuant to related state and federal regulations, as well as project funding sources and the agreements for each project. This contract amendment will add compliance monitoring for the 50-unit Veteran's Village, the 65-unit Bella Vita and the 46-unit Carson Arts Colony developments.

RSG has provided excellent service for the Authority's affordable housing compliance monitoring requirements and their staff are recognized experts in housing compliance monitoring in the state of California. Staff recommends that Amendment No. 1 to the agreement for contract services with RSG be approved and executed.

V. FISCAL IMPACT

Funds for these additional services in the amount of \$13,470 will need to be appropriated from the unreserved, undesignated Carson Housing Authority fund to account 255-70-720-964-6004.

VI. EXHIBITS

1. Executed agreement with RSG, Inc. (pgs. 4-36)
2. Proposed Amendment No. 1 to the agreement with RSG, Inc. (pgs. 37-45)
3. Resolution No. 20-13-CHA (pgs. 46-47)

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