

December 11, 2019

STATEMENT OF PROCEEDINGS

The Minutes of the

***HOUSING AUTHORITY
REGULAR MEETING***

COUNTY OF SAN DIEGO

STATEMENT OF PROCEEDINGS
COUNTY OF SAN DIEGO HOUSING AUTHORITY
REGULAR MEETING
MEETING AGENDA
WEDNESDAY, DECEMBER 11, 2019, 9:00 AM

PLEASE NOTE CHANGE IN MEETING LOCATION:
COUNTY OPERATIONS CENTER
CAMPUS CENTER CHAMBERS
5520 OVERLAND AVENUE
SAN DIEGO, CA 92123

A. REGULAR SESSION: Meeting was called to order at 9:04 a.m.

PRESENT: Commissioners Dianne Jacob, Chairwoman; Greg Cox, Vice-Chairman; Nathan Fletcher; Jim Desmond; Francisco Peñalosa; also, Erin Demorest, Deputy Secretary.

ABSENT: Commissioners Kristin Gaspar and Sandra Marsh

B. Public Communication: No Speakers

C. Approval of the Statement of Proceedings/Minutes for the meeting of June 26, 2019.

ACTION:

ON MOTION of Commissioner Peñalosa, seconded by Commissioner Desmond, the Board of the San Diego County Housing Authority approved the Statement of Proceedings/Minutes for the meeting of June 26, 2019.

AYES: Cox, Jacob, Fletcher, Desmond, Peñalosa,
ABSENT: Gaspar, Marsh

NOTICE: THE BOARD OF SUPERVISORS MAY TAKE ANY ACTION WITH RESPECT TO THE ITEMS INCLUDED ON THIS AGENDA. RECOMMENDATIONS MADE BY COUNTY STAFF DO NOT LIMIT ACTIONS THAT THE BOARD OF SUPERVISORS MAY TAKE. MEMBERS OF THE PUBLIC SHOULD NOT RELY UPON THE RECOMMENDATIONS IN THE BOARD LETTER AS DETERMINATIVE OF THE ACTION THE BOARD OF SUPERVISORS MAY TAKE ON A PARTICULAR MATTER.

Agenda Items

Agenda #	Subject
1.	AUTHORIZE THE HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO TO AMEND CONTRACT 551927 TO EXCEED \$1,000,000; AUTHORIZE DIRECTOR OF PURCHASING AND CONTRACTING TO SOLICIT AND AWARD A PROPERTY MANAGEMENT CONTRACT [FUNDING SOURCE: PUBLIC HOUSING OPERATING FUND, PUBLIC HOUSING RENTAL REVENUE, AND PUBLIC HOUSING CAPITAL FUNDS]

- SUBJECT: AUTHORIZE THE HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO TO AMEND CONTRACT 551927 TO EXCEED \$1,000,000; AUTHORIZE DIRECTOR OF PURCHASING AND CONTRACTING TO SOLICIT AND AWARD A PROPERTY MANAGEMENT CONTRACT (DISTRICTS: ALL)**

OVERVIEW

The Board of Supervisors established the Housing Authority of the County of San Diego (HACSD) in 1975 in accordance with California law. The HACSD is a local entity that administers housing assistance programs through funding provided by the U.S. Department of Housing and Urban Development (HUD). The County of San Diego Health and Human Services Agency (HHSA), Housing and Community Development Services (HCDS), under a contractual agreement, provides staffing and performs all services and support functions for the HACSD. In addition, other County departments provide accounting, audit, legal, purchasing, personnel, information technology, and other services.

The HACSD owns and operates 121 public housing units at four sites located in the City of Chula Vista. The management of these public housing units is being performed under a contract with Hyder Property Management Professionals, a property management firm. Today's requested action will result in an amendment to Contract 551927 to exceed \$1.0 million for Fiscal Year 2019-20. The increased contract capacity will allow for additional maintenance and repairs at the public housing units. The current contract with Hyder Property Management Professionals will end on June 30, 2020. Today's action will also authorize the HACSD to procure a new contract, not to exceed \$2.0 million per year, for property management services for the public housing units currently managed by Hyder Property Management Professionals in accordance with County of San Diego procurement practices, to be effective upon the expiration of the current contract.

RECOMMENDATION(S)

EXECUTIVE DIRECTOR/HEALTH AND HUMAN SERVICES AGENCY DIRECTOR

- In accordance with Section 401, Article XXIII of the County Administrative Code, to authorize the Director, Department of Purchasing and Contracting, to amend Contract 551927 with Hyder Property Management Professionals to exceed \$1.0 million for FY 2019-20.
- In accordance with Section 401, Article XXIII of the County Administrative Code authorize the Director, Department of Purchasing and Contracting to issue a competitive solicitation for property management services for the public housing units, and upon successful negotiations and determination of a fair and reasonable price, award a contract for an initial term of one year, with up to four option years, and up to an additional six months if needed; and to amend the contract to reflect changes in program, funding or service requirements, subject to the availability of funds and the approval of the Executive Director of the Housing Authority of the County of San Diego.

FISCAL IMPACT

Funds for this request are included in the Fiscal Year 2019-20 Housing Authority of the County of San Diego budget. If approved, this request will result in estimated costs and revenue of approximately \$0.4 million to \$0.8 million in Fiscal Year 2019-20. The funding sources are Public Housing Operating Fund, Public Housing Rental Revenue, and Public Housing Capital Funds. There will be no change in net County General Fund cost and no additional staff years.

BUSINESS IMPACT STATEMENT

The proposed recommendation will have a positive impact on the business community. The projects to be implemented will include the procurement of goods and/or services from private businesses.

ACTION:

ON MOTION of Commissioner Peñalosa, seconded by Commissioner Desmond, the Board of the San Diego County Housing Authority took action as recommended.

AYES: Cox, Jacob, Fletcher, Desmond, Peñalosa,
ABSENT: Gaspar, Marsh

There being no further business, the Board of the San Diego County Housing Authority adjourned at 9:20 a.m.

ANDREW POTTER
Secretary of the
Housing Authority of the
County of San Diego

Notes By: Santiago

NOTE: This Statement of Proceedings sets forth all actions taken by the Housing Authority on the matters stated, but not necessarily the chronological sequence in which the matters were taken up.

Approved by the Board of Commissioners, on Tuesday, April 7, 2020.



GREG COX
Chairman

Attest:



ANDREW POTTER
Clerk of the Board