

THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED ORDINANCE OR RESOLUTION ADOPTED BY THE CITY COUNCIL.

[ORDINANCE IS SUBJECT TO FISCAL REVIEW]

ORDINANCE

AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH TDA CONSULTING, INC. TO PROVIDE ON-CALL CONSULTANT SERVICES FOR AFFORDABLE HOUSING PROJECTS.

* * * * *

WHEREAS, the City of San Antonio (City) is recipient of federal funding received from the U.S. Department of Housing and Urban Development (HUD) including the Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Neighborhood Stabilization Program (NSP) funds; and

WHEREAS, the City utilizes a portion of said federal HUD funding for the production and preservation of affordable housing in the City; and

WHEREAS, as a recipient of federal funding from HUD, the City is required to conduct a thorough analysis and review of affordable housing development and rehabilitation projects prior to entering into a funding agreement; and

WHEREAS, the City issued a Request for Qualifications (RFQ) on October 5, 2020 to select a consultant to perform on-call financial analysis and underwriting services for affordable housing development and rehabilitation projects that may funded by the City; and

WHEREAS, an evaluation committee made up of City staff evaluated the three (3) submissions received in response to the RFQ using the following scoring criteria: Experience, Background, and Qualifications (60 points); Proposed Plan (25 points); Section 3 Business Certification (10 points); and, Veteran-Owned Small Business Preference Program (5 points); and

WHEREAS, TDA Consulting Inc. was the highest scoring applicant and the evaluation committee recommended entering into professional service agreement with TDA Consulting Inc.; and

WHEREAS, this ordinance authorizes the execution of a professional services agreement with TDA Consulting, Inc. to provide underwriting and related consulting services; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or his designee, the Director of the Neighborhood and Housing Services Department (NHSD) or her designee, the Assistant Director of NHSD or his designee are each individually (not jointly) authorized to negotiate and execute a professional services

agreement for on-call consultant services with TDA Consulting, Inc., said agreement for a term of four years, with two one-year renewal options under the same terms and conditions, in an aggregate amount not to exceed \$600,000.00. A copy of the Professional Services Contract, in substantially final form, is attached hereto as **Attachment I** and incorporated herein for all purposes. The execution authority granted by this ordinance shall expire 60 days from the effective date.

SECTION 2. Funding for this ordinance will be identified when work orders are issued. If funding for any work orders is not previously appropriated, funding will be identified and appropriated through subsequent City Council action. Payment is limited to the amounts budgeted in the Operating, Grants, and/or Capital Budget funding sources identified. All expenditures will comply with Operating, Grants, and/or Capital Budgets for current and future fiscal years.

SECTION 3. Payment not to exceed \$100,000.00 per year is authorized to be encumbered with a purchase order and made payable to **TDA Consulting, Inc.**, to provide on-call underwriting and related consultant services for NHSD's affordable housing production and preservation programs.

SECTION 4. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

SECTION 5. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 21st day of January, 2021.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Tina Flores, City Clerk

Andrew Segovia, City Attorney

ATTACHMENT I