

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

**ORDINANCE**

**AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH VETERAN HOME INSPECTIONS, PLLC, TO PROVIDE ON-CALL RESIDENTIAL INSPECTION SERVICES FOR THE CITY'S HOMEOWNERSHIP INCENTIVE PROGRAM.**

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**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 HOME funding for its Homeownership Incentive Program activities; and

**WHEREAS**, the City issued a Request for Qualifications (RFQ) on October 23, 2020 to select a consultant to perform on-call residential inspection services for the Homeownership Incentive Program; and

**WHEREAS**, an evaluation committee made up of City staff evaluated the one (1) submission 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**, Veteran Home Inspections, PLLC, was the only applicant and the evaluation committee found it to be qualified to provide services and recommended entering into professional service agreement; and

**WHEREAS**, this ordinance authorizes the execution of a professional services agreement with Veteran Home Inspections, PLLC, to provide residential inspections services for the Homeownership Incentive Program; **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, or the Assistant Director of NHSD is authorized to execute a professional service agreement with Veteran Home Inspections, PLLC to provide residential inspection services for Homeownership Incentive Program activities funded with HOME Investment Partnerships Program federal funding. The term of the agreement is for four years, with one (1) one-year renewal option, in an amount not to exceed \$150,000.00 over the course of the contract term. The execution authority granted by this ordinance shall expire 60 days from the effective date.

**SECTION 2.** Funding in the amount up to \$30,000.00 is available for the first year from fund 25229000, and is included in the FY2021 HUD Action Plan and Budget approved by City Council on August 13, 2020. Funding for the remainder of the agreement will be contingent upon City Council approval of each subsequent HUD Annual Action Plan and Budget.

**SECTION 3.** Payment not to exceed the budgeted amount is authorized to Veteran Home Inspections, PLLC upon issuance of a purchase order.

**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 SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts 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 11<sup>th</sup> day of February, 2021.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

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Tina Flores, City Clerk

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Andrew Segovia, City Attorney