

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

ORDINANCE

AUTHORIZING AN AMENDMENT TO A PROFESSIONAL SERVICES AGREEMENT WITH NATIONAL COUNCIL FOR COMMUNITY DEVELOPMENT, INC., DBA NATIONAL DEVELOPMENT COUNCIL FOR THE DEVELOPMENT OF THE FY 2021-2025 UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) CONSOLIDATED PLAN, FY 2021 ACTION PLAN AND ANALYSIS OF IMPEDIMENTS / ASSESSMENT OF FAIR HOUSING, WITH A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$99,250; APPROPRIATING FUNDS; AND PROVIDING FOR PAYMENT.

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WHEREAS, on August 8, 2019, pursuant to Ordinance No. 2019-08-08-0598, City Council approved and adopted the FY2020 United States Department of Housing and Urban Development (“HUD”) Action Plan and Budget; and

WHEREAS, in the FY 2020 HUD Action Plan, the sum of One Hundred Fifty Thousand and 00/100 Dollars (\$150,000.00) was set aside in the Community Development Block Grant (“CDBG”) Administrative Budget to develop the FY 2021-2025 (Program Year 2020-2024) HUD Consolidated Plan (“Con Plan”), FY 2021 Action Plan (“Action Plan”) and Analysis of Impediments to Fair Housing Choice (“AI”)/Assessment of Fair Housing (“AFH”) for submittal to HUD, which included funding for consultant services, a public outreach campaign, and data gathering; and

WHEREAS, the Neighborhood and Housing Services Department (“NHSD”) selected National Council for Community Development, Inc., dba National Development Council (“NDC) to provide consulting services based on their extensive experience with providing technical assistance and consulting services to HUD entitlements; and

WHEREAS, the City of San Antonio, acting by and through NHSD, and NDC entered into a Professional Services Agreement (“Agreement”) with an effective date of November 4, 2019, wherein City engaged NDC to assist with Phase I of the development of the Con Plan, Action Plan and AI/AFH (collectively, the “Project”); and

WHEREAS, the services rendered under the Agreement were limited to Phase I of the Project for a total compensation amount not to exceed Twenty-Five Thousand and 00/100 Dollars (\$25,000.00); and

WHEREAS, the City and NDC are now ready to proceed with Phase II of the Project; and

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WHEREAS, to start Phase II, it is necessary to amend the Agreement to include the services and deliverables identified in the Agreement and to allow for additional compensation; **NOW THEREFORE**:

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

SECTION 1. The Agreement with NDC is ratified and approved and the City Manager or their designee, the Director of NHSD or their designee, or the Grants Administrator of NHSD is hereby authorized to amend the Agreement to expand the scope or work and increase the amount of compensation in connection with the development of the City's Con Plan, Action Plan and AI/AFH for submittal to HUD. The Agreement, as amended, will commence on November 4, 2019 and shall terminate on November 4, 2020, and the aggregate contract amount, as amended, shall not to exceed the sum of Ninety-Nine Thousand Two Hundred Fifty and 00/100 Dollars (\$99,250.00). If project completion does not occur before the first anniversary of the effective date, the City, at its option, may extend the term, on a month to month basis, up to an additional six months. A copy of the First Amendment, in substantially final form, is attached hereto and incorporated herein for all purposes as **Attachment I**. The City Manager or their designee, the Director of NHSD or their designee, or the Grants Administrator of NHSD is hereby authorized to make revisions to and further modify the Agreement and First Amendment, as reasonably necessary, to complete the project.

SECTION 2. Fund 28245000 entitled "CDBG 45Th YEAR," Internal Order 157000000158 and General Ledger 5201040 are hereby designated for use in the accounting for the fiscal transaction in execution of this agreement up to an amount of Ninety-nine Thousand Two Hundred Fifty and 00/100 Dollars (\$99,250.00). Payment not to exceed the budgeted amount is authorized to NDC upon issuance of a purchase order.

SECTION 3. The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocation 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 4. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 20th day of February, 2020.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Leticia M. Vacek, City Clerk

Andrew Segovia, City Attorney

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ATTACHMENT I
First Amendment to Professional Services Agreement

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