



City of San Antonio

Agenda Memorandum

File Number:20-7385

Agenda Item Number: 23.

Agenda Date: 1/14/2021

In Control: City Council A Session

DEPARTMENT: Neighborhood and Housing Services

DEPARTMENT HEAD: Verónica R. Soto, FAICP, Director

COUNCIL DISTRICTS IMPACTED: City-Wide

SUBJECT:

FY 2021 Community Housing Development Organization Funding Recommendations

SUMMARY:

Consideration of an ordinance to award up to \$300,000 in FY 2021 HOME Investment Partnerships Program (HOME) funding to the following eligible Community Housing Development Organizations (CHDO) for CHDO Operating Expense activities as follows:

- (a) \$56,000 to Alamo Area Mutual Housing Association (Alamo Community Group) (Council District 7);
- (b) \$77,955 to Habitat for Humanity of San Antonio (Council District 5);
- (c) \$56,000 to Prospera HCS (Council District 10);
- (d) \$56,000 to Neighborhood Housing Services of San Antonio (Council District 3); and
- (e) \$54,045 to Our Casas Resident Council (Council District 5).

BACKGROUND INFORMATION:

On August 13, 2020, through Ordinance 2020-08-13-0531, City Council approved the FY 2021 Action Plan and Budget (Action Plan) which allocated \$13.35 million in CDBG funding and \$5.82 million in HOME funding. The Action Plan includes \$300,000 in HOME set-aside for Community Housing Development Organization (CHDO) Operating Expense funding.

The HOME regulations require the City to set-aside at least 15 percent of its annual HOME entitlement award for eligible housing development projects that are owned, developed or sponsored by a CHDO and a contract must be executed with a CHDO for an eligible project within 24 months of the award.

The CHDO Operating Expense funding is designed to provide operating funds to CHDOs based on financial need and the expectation that the organization is utilizing or will utilize the HOME CHDO set-aside funding within 24 months of the award. Operating expenses must be reasonable and necessary costs that will further the CHDO's ability to develop, own, and/or sponsor an eligible housing development project.

On September 18, 2020, the City issued a Request for Proposals (RFP) for CHDO Operating Expense funding. The RFP was advertised in the San Antonio Express News, City of San Antonio's e-Procurement System (SAePS), City's Bidding and Contracting Opportunities website, TVSA, and outreach notices were sent notifying potential respondents of the RFP and how to apply. A pre-submittal conference was held on September 29, 2020, to allow for Respondent questions and clarification to the RFP. Proposals were due on October 19, 2020. The City received proposals from five (5) Respondents. All five (5) proposals were deemed eligible for evaluation. On November 3, 2020, the proposals were evaluated by an Evaluation Committee that consisted of representatives from Neighborhood and Housing Services Department. While evaluating the proposal, the Committee considered the following criteria: 1) Experience (50 points), which included Development Team Composition, Development Team Experience, Audit Findings, HOME Funding, Building Experience, and Housing Counseling, and 2) Proposed Plan (50 points), which included Project Readiness, Project Site Characteristics, Project Amenities, Section 3 Criteria, Location Amenities, and Unique Location.

After committee review and discussion, all five Respondents were recommended for award by the evaluation committee. The funding award is recommended as follows:

1. Alamo Area Mutual Housing Association (Alamo Community Group), funding amount of \$56,000
2. Habitat for Humanity of San Antonio, funding amount of \$77,955
3. Prospera Housing Community Services (PHCS), funding amount of \$56,000
4. Neighborhood Housing Services of San Antonio, Inc., funding amount of \$56,000
5. Our Casas Resident Council, Inc., funding amount of \$54,045

Since the RFP was issued according to Federal Government Grant requirements, the recommended award is an exception to the Local Preference Program and the Veteran-Owned Small Business Preference Program. Moreover, the Small Business Economic Advocacy Program requirements did not apply.

ISSUE:

Staff recommends awarding Community Housing Development Organization (CHDO) Operating Expense funding to each of the following eligible CHDOs: \$56,000 to Alamo Area Mutual Housing Association (Alamo Community Group) (Council District 7); \$77,955 to Habitat for Humanity of San Antonio (Council District 5); \$56,000 to Prospera HCS (Council District 10); \$56,000 to Neighborhood Housing Services of San Antonio (Council District 3); and \$54,045 to Our Casas Resident Council (Council District 5).

ALTERNATIVES:

An alternative to awarding this funding to the recommended organizations would be to reject the recommendations; however, the recommended projects meet the established goals set forth in the FY 2021 Action Plan and Budget (federal funds). In addition, any other alternative to appropriate funding would delay the timely commitment and expenditure of the federally sourced funds.

FISCAL IMPACT:

This ordinance awards up to \$300,000 in FY 2021 HOME Investment Partnerships Program (HOME) funding for Community Housing Development Organizations Operating Expenses.

RECOMMENDATION:

Staff recommends an ordinance awarding up to \$300,000 in HOME Investment Partnerships Program (HOME) funding to the following eligible Community Housing Development Organizations:

- (a) \$56,000 to Alamo Area Mutual Housing Association (Alamo Community Group) (Council District 7);
- (b) \$77,955 to Habitat for Humanity of San Antonio (Council District 5);
- (c) \$56,000 to Prospera HCS (Council District 10);
- (d) \$56,000 to Neighborhood Housing Services of San Antonio (Council District 3); and
- (e) \$54,045 to Our Casas Resident Council (Council District 5).

This contract was procured by means of Request for Proposals and the Contracts Disclosure Forms are attached.