




Berkeley Housing Authority

1901 Fairview St., Berkeley, CA 94703
Telephone: (510) 981 5470 Fax: (510) 981 5480

Office of the Executive Director

Item 8C
ACTION CALENDAR
January 13, 2011

To: Honorable Chair and Members of the Berkeley Housing Authority Board

From:  Tia M. Ingram, Executive Director

Subject: Authorizing the Executive Director to amend the October 1, 2009 contract with EJP/Praxis, planning consultant for the Public Housing disposition project, extending the term through June 30, 2011

RECOMMENDATION

Authorizing the Executive Director to amend the October 1, 2009 contract with EJP/Praxis, planning consultant for the Public Housing disposition project, extending the term through June 30, 2011.

BACKGROUND

BHA has executed two contracts with EJP/Praxis Consulting, LLC. The initial contract (\$25,000) was to identify options available to BHA in the event the Authority was required to dispose of the 61 units of Low Income Public Housing under the Memorandum of Agreement (MOA) with HUD, and to assist BHA in the preparation and submission of the disposition application; this contract was amended in April 2010 to provide for additional analysis and presentation of the four options described in the Strategic Plan; this contract was completed in April 2010. The second contract (\$37,270) calls for EJP/Praxis to assist BHA with activities associated procuring a developer for the portfolio post-disposition. Both contracts are priced as "fixed fee," and EJP/Praxis has met or exceeded all reasonable estimates of time on the project.

Unfortunately, HUD did not take formal action on the December 2009 application until December 22, 2010. It is just now that we can finalize and issue the RFP, and initiate the developer selection process. This effort will require significant engagement by EJP/Praxis to draft the RFP, assist in the evaluation of responses (including recommendations for selection), and drafting of subsequent development agreements.

Although EJP/Praxis principles Eric Novak and Scott Jepsen have been consulted with considerably during the life of this contract, no charges have been assessed against the contract. Thus, the only action required at this time is an extension of the term of the contract, now set to expire on June 30, 2011.

FINANCIAL IMPLICATIONS

None.

CONTACT PERSONS

Tia M. Ingram, Executive Director, 981-5471

Carole Norris, Chair

Kathleen Sims, LIPH Disposition Project Manager

Attachment: Resolution

BERKELEY HOUSING AUTHORITY
RESOLUTION NO 11-_____

AMENDING THE OCTOBER 1, 2009 CONTRACT WITH EJP/PRAXIS, PLANNING CONSULTANT FOR THE PUBLIC HOUSING DISPOSITION PROJECT, EXTENDING THE TERM THROUGH JUNE 30, 2011

WHEREAS, Berkeley Housing Authority was party to a Memorandum of Agreement (MOA) with the U.S. Department of Housing and Urban Development (HUD) that required certain goals be met within specific time frames; and

WHEREAS, the MOA required BHA to achieve "Standard" performer in the Public Housing Program, or submit a "disposition application" to HUD on or before December 31, 2009; and

WHEREAS, BHA, unable to achieve the "Standard" certification, engaged in a competitive process to procure a consultant to identify the options BHA could consider under a disposition project; and

WHEREAS, in December 2009, BHA submitted an "Inventory Removal Application" to the U.S. Department of Housing and Urban Development for the 61 units of Low Income Public Housing; and

WHEREAS, on December 22, 2010, HUD approved the Inventory Removal Application; and

WHEREAS, EJP/Praxis can now engage in the activities required of the Personal Services contract, that is, to assist BHA in the process to select a developer for the post-disposition units.

NOW, THEREFORE BE IT RESOLVED, that the Executive Director is authorized to amend the October 1, 2009 contract with EJP/Praxis extending the term through June 30, 2011.

The foregoing Resolution was adopted by the Board of the Berkeley Housing Authority on January 13, 2011 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest: _____
Tia M. Ingram, Secretary