



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: {{item.number}}

Agenda Date: December 2, 2021

In Control: City Council A Session

DEPARTMENT: Neighborhood and Housing Services

DEPARTMENT HEAD: Verónica R. Soto

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

FY 2022 Community Housing Development Organization Funding

SUMMARY:

Ordinance awarding up to \$275,000 in HOME Investment Partnerships Program (HOME) funding to the following eligible Community Housing Development Organizations as follows:

- (a) \$85,000 to Habitat for Humanity of San Antonio (Council District 5);
- (b) \$74,000 to Prospera HCS (Council District 10);
- (c) \$66,000 to Neighborhood Housing Services of San Antonio (Council District 3); and
- (d) \$50,000 to Our Casas Resident Council (Council District 5).

BACKGROUND INFORMATION:

On August 12, 2021, through Ordinance 2021-08-12-0564, City Council approved the FY 2022 Action Plan and Budget (Action Plan) which allocated \$15,482,693 in Community Development Block Grant and \$8,502,709 in HOME funding. The Action Plan includes \$275,000 in HOME set aside for Community Housing Development Organization (CHDO) Operating Expense funding.

On August 20, 2021, the City released a Request for Proposal (RFP) for FY 2022 CHDO Operating Expense Funding. The RFP was advertised in the San Antonio Express News, TVSA channel, the City's Bidding and Contracting Opportunities website, the San Antonio e-Procurement System (SAEPS) and an email notification was released to a list of potential Respondents. A pre-submittal conference on August 31, 2021. The City received four (4) responses on September 24, 2021. All four (4) proposals were deemed eligible for evaluation of funding requests totaling \$371,281.00.

On October 12, 2021, a selection committee comprised of representatives from the Neighborhood and Housing Department evaluated and scored the firms based on the following criteria: Experience, Background, and Qualifications (50 points) and Proposed Plan (50 points). Due diligence conducted for the respondents to the above solicitation included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No material findings were noted that would prevent the City from awarding to the selected vendor.

Since the RFPs were issued according to Federal Government Grant requirements, the recommended awards are 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: \$85,000 to Habitat for Humanity of San Antonio (Council District 5), \$74,000 to Prospera HCS (Council District 10), \$66,000 to Neighborhood Housing Services of San Antonio (Council District 3), and \$50,000 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 funding recommendation awards up to \$275,000 in HOME Investment Partnerships Program (HOME) funding.

RECOMMENDATION:

Staff recommends an overall award of \$275,000 in HOME Investment Partnerships Program (HOME) funding to the following eligible Community Housing Development Organizations:

- (a) \$85,000 to Habitat for Humanity of San Antonio (Council District 5);
- (b) \$74,000 to Prospera HCS (Council District 10);
- (c) \$66,000 to Neighborhood Housing Services of San Antonio (Council District 3); and
- (d) \$50,000 to Our Casas Resident Council (Council District 5).

The contracts were procured by means of a Request for Proposal and the Contracts Disclosure Forms are attached.