

Commission Members

CHAIR GREGORY D. HARTWIG
VICE-CHAIR ANNE GRIFFITH
COMMISSIONER JANNY CASTILLO
COMMISSIONER LYNETTE JUNG LEE
COMMISSIONER BETTYE LOU WRIGHT
COMMISSIONER BARBARA MONTGOMERY
COMMISSIONER MARK J. TORTORICH

Executive Director

Patricia Wells

In accordance with Article III, Section 1 and 2, of the Oakland Housing Authority Bylaws, NOTICE IS HEREBY GIVEN that the **Special Meeting** of the Board of Commissioners has been called. The meeting will be held as follows:

HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA

SPECIAL MEETING

Monday, December 06, 2021 at 6:00 p.m.

Tele-Conference

NOTE: Pursuant to Assembly Bill No.361 [(Chapter 165, Statutes of 2021) approved by the Governor on September 16, 2021)] a local legislative body is authorized to hold public meetings remotely via teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when a legislative body of a local agency holds a meeting during proclaimed state emergencies, and make public meetings accessible "via a call-in option or an internet-based service option" to all members of the public seeking to access and attend the meeting, offer public comment, and address the legislative body.

Join Zoom Meeting Online:

<https://oakha-org.zoom.us/j/96098359417?pwd=aSs1M0Rpd3F5WjZDYzBRNjJqSDdCZz09>

Meeting ID (access code): 960 9835 9417 **Meeting Password:** 432066

Closed Caption – provided through the link

To participate by Telephone: 1 (669) 219-2599

Meeting ID (access code): 960 9835 9417 **Meeting Password:** 432066#

If you need special assistance to participate in the meetings of the Oakland Housing Authority Board of Commissioners, please contact (510) 874-1517 (TDD: 800-618-4781). Notification 48 hours prior to the meeting will enable the Oakland Housing Authority Board of Commissioners to make reasonable arrangements to ensure accessibility.

All public comment on action items will be taken at the public comment portion of the meeting. You may comment via zoom by “raising your hand” or by submitting an e-mail to publiccomments@oakha.org or call using the zoom participant number.

- You may request to make a public comment by “raising your hand” through Zoom’s video conference or phone feature, as described below. Requests will be received only during the designated times in which to receive such requests and only for eligible Agenda items. Public comments will be subject to the appropriate time limit of three (3) minutes.
- To comment by Zoom video conference, click the "Raise Your Hand" button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Instructions on how to “Raise Your Hand” is available at: <https://support.zoom.us/hc/en-us/articles/205566129> - Raise-Hand-In-Webinar.
- To comment by phone, please call on one of the phone numbers listed below. You will be prompted to “Raise Your Hand” by pressing “*9” to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Please unmute yourself by pressing *6. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> - Joining-a-meeting-by-phone.

AGENDA
Special Meeting
December 06, 2021, 6:00 pm

- I. Pledge of Allegiance
- II. Roll Call
- III. Approval of Minutes:
 - A. Approval of Minutes of the Regular Meeting of October 25, 2021
 - B. Approval of Minutes of the Special Meeting of November 24, 2021
- IV. Recognition of people wishing to address the Commission
- V. Old or Unfinished Business
- VI. Modifications to the agenda
(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists.
- VII. New Business:
 - A. Presentation of Year End Financial Status Report for the period July 1, 2021 through September 30, 2021.
 - B. Partnership with the City of Oakland and the Education SuperHighway (ESH).
 - C. Authorization to use Housing Choice Voucher Reserves to fund operating subsidy or capitalized reserves for HomeKey Round II projects.
 - D. Authorization for the Executive Director to join the City of Oakland's Franchise Agreement for Garbage, Compost, and Recycling Collection at six properties and five administrative buildings.
 - E. Authorization to execute a three-year contract with two one-year option terms with East Bay Auto Repair for Vehicle Maintenance and Minor Repairs in an amount not-to-exceed \$335,000.
 - F. Authorization to execute a three-year contract with two one-year option terms with Dickinson Fleet Services LLC, formerly known as Mobile Fleetcare, LLC, for Vehicle Maintenance services in an amount not-to-exceed \$330,000.

- G. Authorization to execute a three-year contract with two one-year option terms with Quality Auto Service, Inc., for Vehicle Maintenance and Minor Repairs in an amount not-to-exceed \$335,000.
- H. Authorization to execute a one-year term contract with Bureau Veritas Technical Assessments LLC. for a Physical Needs Assessment and Energy Audit for the OHA public housing units including the administrative buildings in an amount not to exceed \$59,675.
- I. Resolution authorizing the Executive Director to enter into an Exclusive Negotiating Agreement with Mandela Station, LLC, for the Mandela Station Affordable development.
- J. Resolution authorizing the Executive Director to execute a Continuing Project Operations and Exclusive Negotiation Rights Agreement for Mandela Gateway.
- K. Authorization to execute a two-year professional services contract with three option terms with Tableau Software, LLC in an amount not to exceed \$600,000 for the first two-year option term and \$300,000 for each one-year option term for a total contract amount not to exceed \$1,500,000.
- L. Consent Agenda:

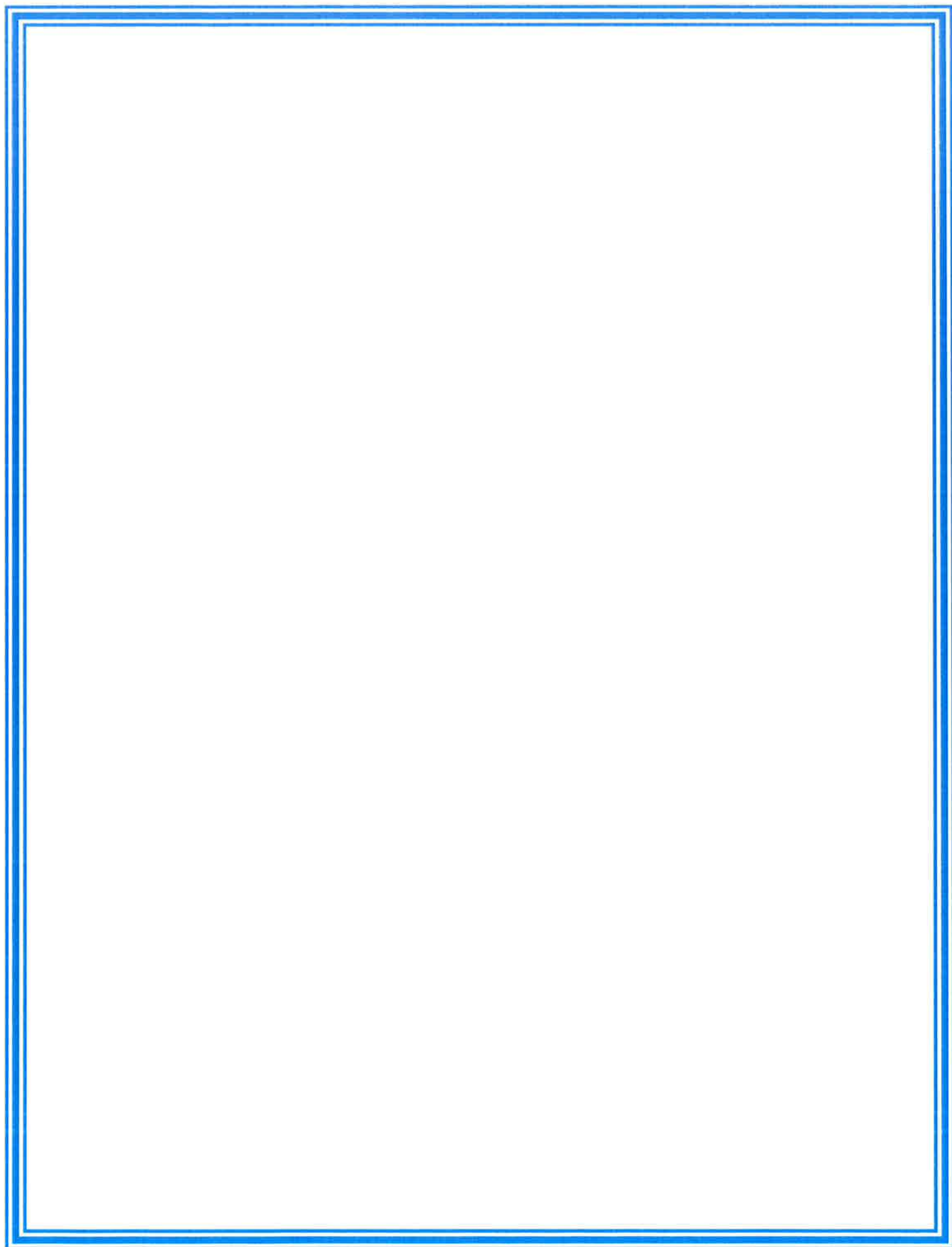
Items on the Consent Agenda are considered routine and do not require separate discussion. If a Commissioner wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Commission without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

 - 1. Resolution Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.
 - 2. Authorization to Implement a Contract with Compulink Management Center, Inc. DBA Laserfiche, Inc. for Documents and Records Management, and Consulting Services in an Amount not-to-exceed \$442,000.
- VIII. Written Communications Departments' Monthly Report.
- IX. Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission.
- X. Reports of Commission Committees.
- XI. Announcements by Commissioners.
- XII. Adjournment of Public Session.

Gregory D. Hartwig, Chair of the Commission

By

Patricia Wells, Secretary



**MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA**

[Meetings are recorded and are accessible through our website: www.oakha.org]

Monday, October 25, 2021

Regular Meeting

The Oakland Housing Authority Board of Commissioners convened a Regular Meeting via Zoom software platform online and via teleconference, providing access to the public and enabling submission of public comment by zoom, phone and/or by email.

Vice-Chair Anne Griffith presided and called the meeting to order at 6:02 PM.

I. **Pledge of Allegiance**

II. **Roll Call**

Present 5 – Anne Griffith, Bettye Lou Wright, Lynette Jung Lee, Mark Tortorich, Janny Castillo were present.

Excused 2 – Gregory Hartwig, Barbara Montgomery

III. **Approval of Minutes:**

A. Approval of the Minutes of the Regular Meeting of September 27, 2021.

A motion was made by Bettye Lou-Wright, seconded by Mark Tortorich for the approval of the minutes of the September 27, 2021 Regular Meeting. The motion carried by the following vote:

Ayes 5 – Griffith, Castillo, Jung-Lee, Wright, Tortorich

Excused 2 – Hartwig, Montgomery

IV. Recognition of people wishing to address the Commission

There were no persons wishing to address the Commission.

V. Old or Unfinished Business

A. Staff Review of the Operations Department Milestones and Metrics

Director of Property Management, Mark Schiferl; Director of Family & Community Partnerships, Nicole Thompson; and Director of Leased Housing, Michelle Hasan, led the presentation. The team provided an update on ongoing metrics of the efforts provided by OHA for Emergency Rental Assistance, Resident Services, Work Order Completion, Unit Inspections, and a plan to reduce vacancies as well as house residents from the waitlist.

The Commissioners asked a few questions, which the team answered.

VI. Modifications to the Agenda

(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists or a need arose after agenda posting.)

There were no modifications to the agenda.

VII. New Business

- A. Discussion and Possible Adoption of Resolution of the Board of Commissioners of the Housing Authority of the City of Oakland Ratifying the Proclamation of a State of Emergency by the Governor of the State of California on March 4, 2021, and Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Legal Counsel, Jhaila Brown with Goldfarb & Lipman detailed the action item noting that Assembly Bill Number 361 (AB 361) will authorize continued remote teleconference meetings. Background information was provided, stating that Governor Newsom's Executive Order N-29-20 allowed relaxed provisions of the Ralph M. Brown Act, which expired on September 30, 2021.

AB 361 was signed into law by the Governor on September 16, 2021 and went into effect immediately and amends the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meetings after the September 30, 2021 expiration of the current Brown Act exemptions as long as there is a "proclaimed state of emergency" by the Governor. Ms. Brown detailed the requirements to continue to conduct teleconferenced meetings and advised the Commission that continued reliance will require the Board of Commissioners to adopt a new resolution making required findings every 30 days from the approved date.

A motion was made by Mark Tortorich, seconded by Lynette Jung-Lee for the approval of Item VII.A. The motion carried by the following vote:

Ayes 5 – Griffith, Castillo, Jung-Lee, Wright, Tortorich

Excused 2 – Hartwig, Montgomery

B. Presentation of the National Association of Housing & Redevelopment Officials Award of Merit.

Planning, Implementation and Compliance Director, Dominica Henderson, presented the item to the Commission recognizing the Oakland Housing Authority (OHA) as a winner of the NAHRO Award of Merit. Ms. Henderson detailed that in March 2020; OHA's leadership established a COVID-19 Incident Command Team (CICT) and commenced emergency preparedness in an efficient, effective manner. The CICT's purpose was to establish protocols and processes for organizational continuity and to ensure critical services to the community would not be negatively impacted.

NAHRO's Award of Merit was presented to OHA for the category of Administrative Innovation.

The Commission congratulated the team for their accomplishment.

C. Informational presentation on the FY 2021 Moving to Work Annual Report.

Planning, Implementation and Compliance Director, Dominica Henderson, provided a status report regarding the Oakland Housing Authority's Moving to Work (MTW) program performance, compliance with MTW statutory requirements, and an overview of the contents of the Authority's Fiscal Year 2021 MTW Annual report submission. Ms. Henderson reviewed the preliminary MTW baselines, the FY2021 goals, the MTW outcomes related to the goals, and COVID-19 response that MTW helped the Agency achieve.

There were no further questions from the Commission.

D. Presentation by OHA's Resource Conservation Team.

Director of Property Management, Mark Schiferl and Resource Conservation Manager, in the Office of Property Operations, Faustina Mututa provided an overview of the Oakland Housing Authority Recycling and Composting Initiative at property sites. The team detailed efforts to educate residents and staff on the importance of recycling in order to reduce waste and stay in compliance with local and state laws. Mr. Schiferl noted the partnership with several entities for solid waste disposal and implementation of diversion programs for mattress recycling or materials removed.

The Commission complimented the Resource Conservation Team for their efforts.

E. Staff Briefing on the Seminary Avenue Initiatives.

Director of Property Management, Mark Schiferl updated the Commission on ongoing plans to address site conditions at 1905/1911/1915 Seminary Ave. Mr. Schiferl noted the increase of staff presence at property sites, providing building and grounds services and excess trash removal on a daily basis. The Family &

Community Partnerships team have conducted resident outreach efforts to address mental health trends, provide rent and utility payment assistance, and provide giveaways at site meetings. It was further noted that OHAPD will continue to conduct physical periodic patrol checks and have dispatch monitor the site using the video cameras and placing information seen from cameras into the computer-aided dispatch log for future reference.

There were no further questions from the board.

- F. Resolution authorizing the Executive Director to execute a three-year contract with two option terms with Cobblestone Software for contract management software in an amount not-to-exceed \$466,784.95.

Chief Officer of Program and Finance Administration, Duane Hopkins, presented the item to the Commission, stating that Cobblestone Software will provide the Oakland Housing Authority with a contract management software. Mr. Hopkins stated that the software would allow the Authority to manage all contracts within the organization and the procurement process.

A motion was made by Lynette Jung-Lee, seconded by Mark Tortorich for the approval of Item VII.F. The motion carried by the following vote:

Ayes 5 – Griffith, Castillo, Jung-Lee, Wright, Tortorich

Excused 2 – Hartwig, Montgomery

- G. Authorization for the Executive Director to execute a two-year contract with three one-year option terms with Orkin, LLC for Pest Management with Related Products in an amount not-to-exceed \$460,000.

Director of Property Management, Mark Schiferl, addressed the Commission, requesting approval to execute a contract with Orkin, LLC for routine pest management services at OHA managed public housing properties and seven administrative properties throughout the City of Oakland.

A motion was made by Mark Tortorich, seconded by Bettye Lou-Wright for the approval of Item VII.G. The motion carried by the following vote:

Ayes 5 – Griffith, Castillo, Jung-Lee, Wright, Tortorich

Excused 2 – Hartwig, Montgomery

- H. Consent Agenda:

Items on the Consent Agenda are considered routine and do not require separate discussion. If a Commissioner wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Commission without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

1. Approval of Public Employees System (CalPERS) Resolution for the 001 Unrepresented Group, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
2. Approval of Public Employees System (CalPERS) Resolution for the 002 Alameda Co Bldg Construct Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
3. Approval of Public Employees System (CalPERS) Resolution for the 004 Loc 1021 SEIU MAINT Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
4. Approval of Public Employees System (CalPERS) Resolution for the 005 Loc 1021 SEIU APA/HAR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
5. Approval of Public Employees System (CalPERS) Resolution for the 006 Loc 29 OPEIU Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
6. Approval of Public Employees System (CalPERS) Resolution for the 701 Unrepresented ICMA RETR Group, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
7. Approval of Public Employees System (CalPERS) Resolution for the 702 Alameda Co Bldg ICM RETR, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
8. Approval of Public Employees System (CalPERS) Resolution for the 704 Loc 1021 SEIU ICMA RETR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).
9. Approval of Public Employees System (CalPERS) Resolution for the 706 Loc 29 OPEIU ICMA RETR Unit, Fixing the Authority's Contribution under the Public Employees' Medical and Hospital Care Act (PEMHCA).

A motion was made by Janny Castillo, seconded by Lynette Jung-Lee for the approval of Item VII.H. The motion carried by the following vote:

Ayes 5 – Griffith, Castillo, Jung-Lee, Wright, Tortorich

Excused 2 – Hartwig, Montgomery

VIII. Written Communications.

Executive Director Wells provided a brief summary of the Departmental Monthly Report for the month of September 2021.

IX. Executive Director's report regarding matters of special interest to the

Commission occurring since the last meeting of the Commission

Executive Director provided summary information on the following:

- Foster Youth to Independence HUD Award Letter
- Executive Summary on the Emergency Housing Vouchers
- EHV Award Certificates for Residents to Sign a Lease, Pay Rent on Time, and Lease Anniversary.
- Keep Oakland Housed Flyer
- Housing Choice Voucher Owner Incentives Program
- PHADA 2022 Commissioners' Conference
- NAHRO Letter to Elected Officials to Support Housing Investments in Budget Reconciliation Package.
- 2021 Board of Commissioners Calendar

X. Reports of Commission Committees:

Commissioner Castillo noted attending the Moving to Work (MTW) Research Advisory Committee at the Federal Level and advised the Commissioners that they are working to expand the MTW. Ms. Castillo stated that the Committee will research policies that will be focused on for the next cohort for MTW expansion.

XI. Announcements by Commissioners:

There were no announcements by the Commissioners.

XII. Adjournment to Closed Session

A motion was made by Mark Tortorich and seconded by Bettye Lou-Wright for the meeting to adjourn to closed session. The motion carried by the following vote:

Ayes 5 – Griffith, Castillo, Jung-Lee, Wright, Tortorich

Excused 2 – Hartwig, Montgomery

The meeting adjourned to closed session at 7:42 PM.

XIII. Adjournment of Public Session

Vice-Chair Griffith stated there were not items to report out from closed session.

A motion was made by Bettye Lou-Wright and seconded by Janny Castillo for the meeting to adjourn. The motion carried by the following vote:

Ayes 5 – Griffith, Castillo, Jung-Lee, Wright, Tortorich

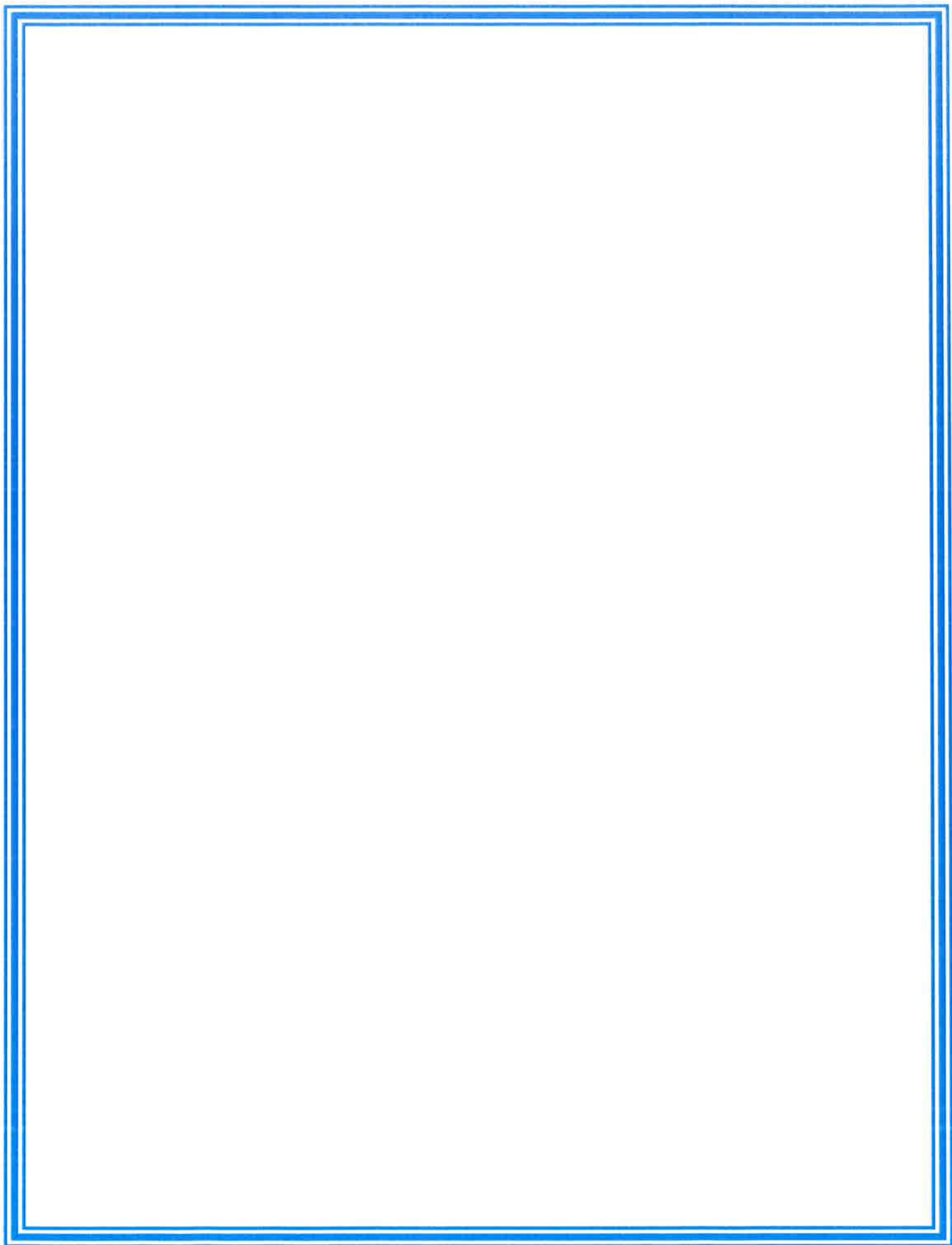
Excused 2 – Hartwig, Montgomery

The meeting adjourned at 8:29 PM.

THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA

Gregory D. Hartwig, Chair of the Commission

Patricia Wells, Secretary/Executive Director



**MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA**

[Meetings are recorded and are accessible through our website: www.oakha.org]

Wednesday, November 24, 2021

Special Meeting

The Oakland Housing Authority Board of Commissioners convened a Special Meeting via Zoom software platform online and via teleconference, providing access to the public and enabling submission of public comment by zoom, phone and/or by email.

Vice-Chair Anne Griffith presided and called the meeting to order at 12:02 PM.

I. Pledge of Allegiance

II. Roll Call

Present 6 – Anne Griffith, Bettye Lou Wright, Barbara Montgomery, Lynette Jung Lee, Mark Tortorich, Janny Castillo were present.

Excused 1 – Gregory Hartwig

III. Recognition of people wishing to address the Commission

There were no persons wishing to address the Commission.

IV. Old or Unfinished Business

There was no old and unfinished business to address at the Commission.

V. Modifications to the Agenda

(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists or a need arose after agenda posting.)

There were no modifications to the agenda.

VI. New Business

A. Adoption of A Resolution Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361

Legal Counsel, Jhaila Brown with Goldfarb & Lipman presented the action item stating the Legislature adopted Assembly Bill Number 361 (AB 361) which modified the Brown Act to allow continued teleconference meetings providing certain findings are made every 30 days. Ms. Brown noted that as COVID-19 continues, the resolution brought before the board provides the additional findings to continue teleconference meetings for an additional 30 days.

Commissioner Tortorich requested the item be placed on Consent Agenda for future board meetings should the meetings be within the 30-day period. Secretary Wells confirmed that adoption of AB 361 will be on consent or read as New Business during Special Meetings for the Board to vote on.

Ms. Brown further noted that the Non-Affiliate Board of Directors will need to adopt AB 361 at each Non-Affiliate board meeting, similarly within a 30-day period making findings required to initially invoke AB 361.

A motion was made by Lynette Jung-Lee, seconded by Barbara Montgomery for the approval of Item VI.A. The motion carried by the following vote:

Ayes 6 – Griffith, Castillo, Jung-Lee, Wright, Montgomery, Tortorich
Excused 1 – Hartwig

VII. Adjournment of Public Session

A motion was made by Mark Tortorich and seconded by Janny Castillo for the meeting to adjourn. The motion carried by the following vote:

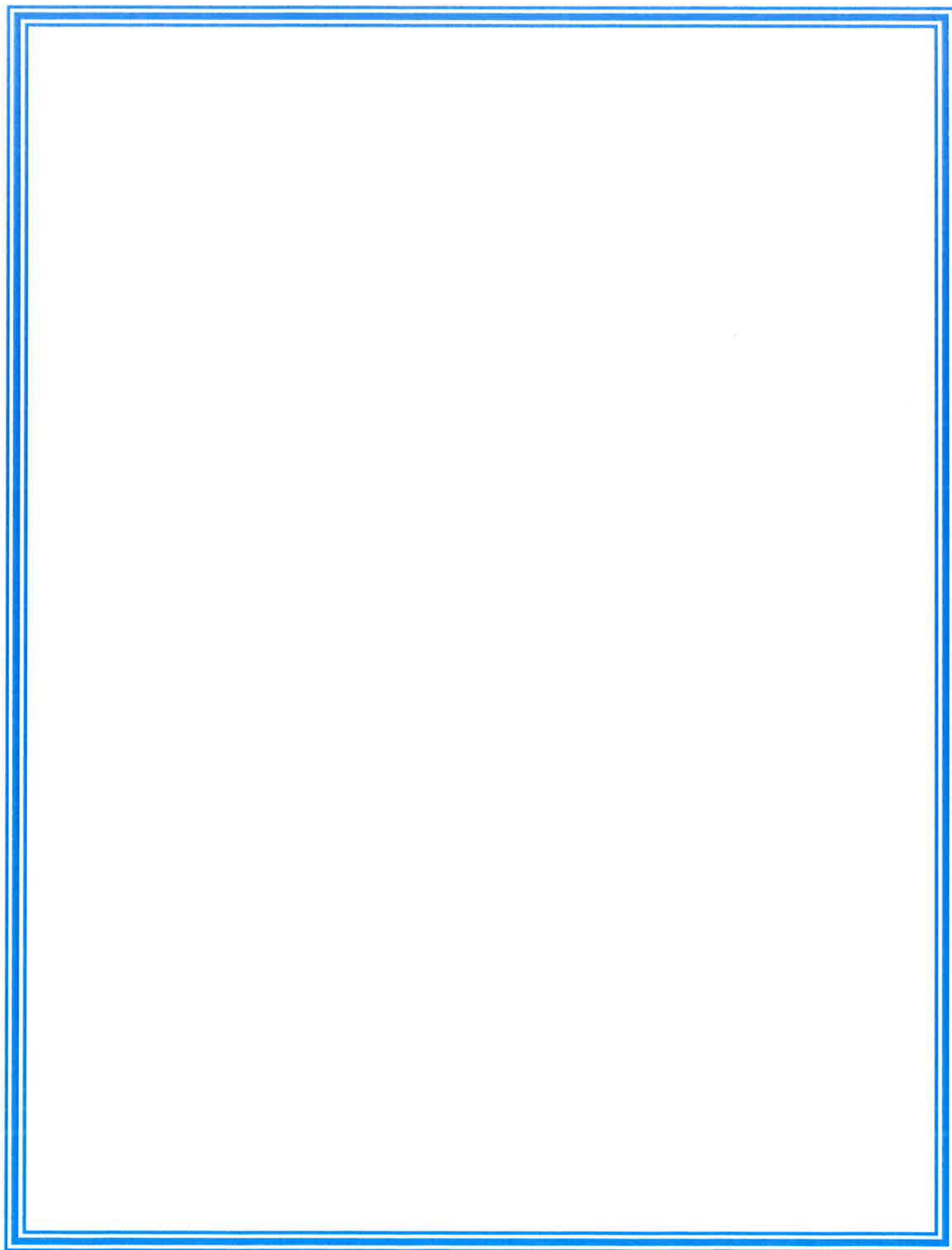
Ayes 6 – Griffith, Castillo, Jung-Lee, Wright, Montgomery, Tortorich
Excused 1 – Hartwig

The meeting adjourned at 12:17 PM.

THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA

Gregory D. Hartwig, Chair of the Commission

Patricia Wells, Secretary/Executive Director



Executive Office
Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Presentation of Year End Financial Status Report for the period July 1, 2021 through September 30, 2021

Date: December 6, 2021

This presentation provides supplemental information to the Fiscal Year (FY) 2022 Financial Report, July 1, 2021 through September 30, 2021.

Financial Highlights are as follows.

Statement of Activities: FY-22 Actuals vs Budget

Operating Revenue:

- Tenant rent income was slightly under budget due in part to lower calculated tenant rents and vacancies.
- The Housing Choice Voucher subsidy received was higher than budgeted due to higher actual Housing Assistance Payments (HAP) and administrative expenses submitted through the HUD Voucher Management System (VMS). Public housing operating subsidy was slightly higher based on the HUD calculation during the calendar year.
- Capital Fund Grants received slightly lower than budget.
- Central Office Cost Center (COCC) revenue from affiliates was lower due to reduced expenditures in the COCC

Operating Expenses:

- Administrative expenses were down due to staff vacancies and lower operating expenses during the period, which in turn significantly reduced allocated overhead expenses.
- Actual HAP paid to owners is slightly lower than budgeted.
- Generally, all other operating expenses were lower than expected due to vacant positions and only offering essential services during the pandemic.

Overall results show the Authority's operating income for the first quarter with a surplus of \$6 M.

Non-operating Revenue (expenses):

- Other Postemployment Benefits (OPEB) and employee pension benefits were funded as planned.
- Capital items: (includes development and operating activities)
 - Operating activities are public housing, COCC and administrative building costs.

Attachment: Fiscal Year 2022 1st Quarter Financial Report



Oakland Housing Authority

Quarterly Financial Reports

Board of Commissioners Meeting

December 6, 2021



Oakland Housing Authority

1STQuarter FY 2022

Financial Statements



Oakland Housing
Authority

Statement of Revenues, Expenses, and Changes in Net Position

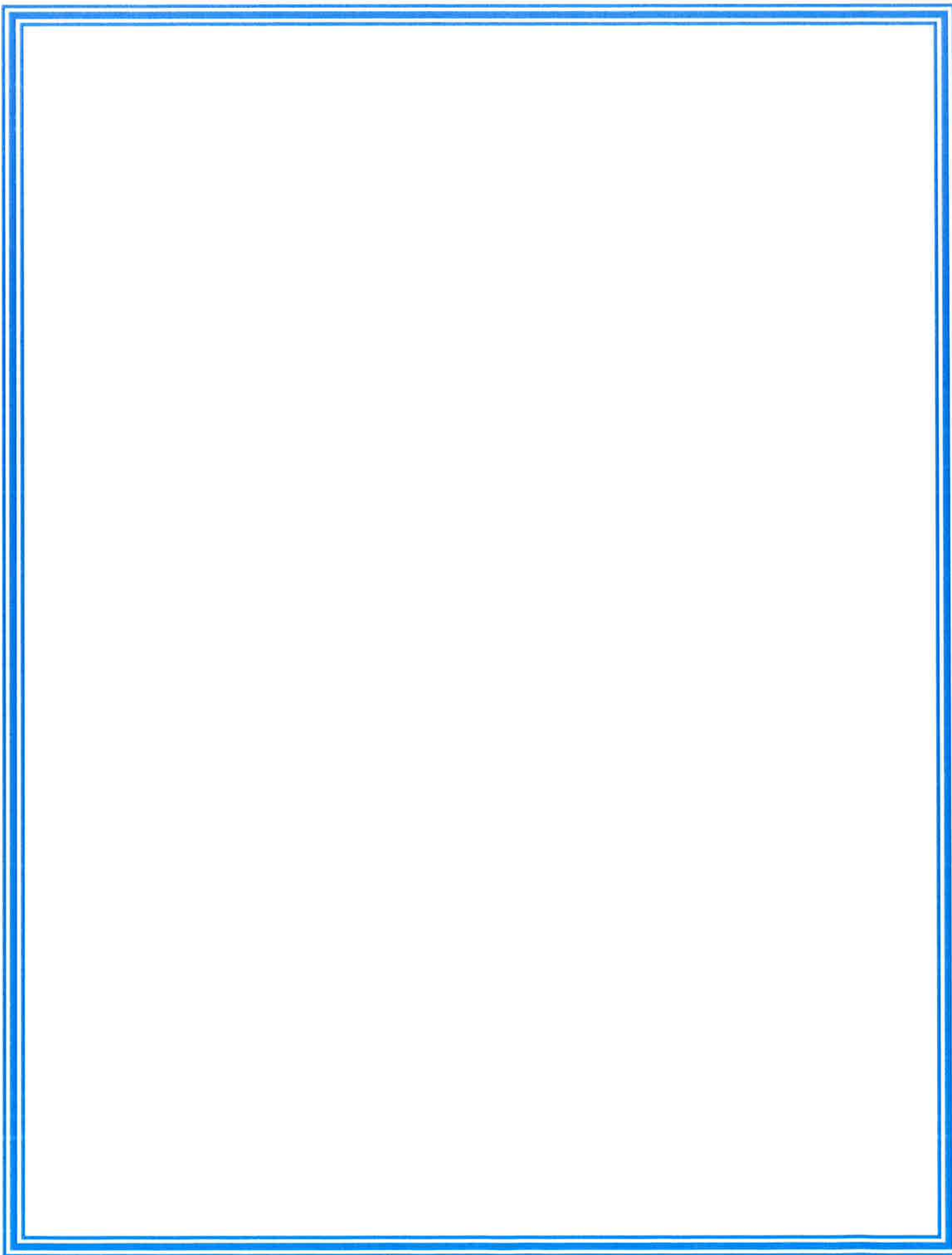
OAKLAND HOUSING AUTHORITY Statement of Revenues, Expenses and Changes in Net Position For the Quarter Ended September 30, 2021 (Unaudited)				
	FY-22 Actual	FY-22 Budget	% Change	Last Year Actual
OPERATING REVENUE				
Rental Income	\$ 1,116,809	\$ 1,177,482	-5%	\$ 1,088,479
Housing Assistance Payments Revenue	72,203,289	82,425,635	-14%	82,411,368
Other Operating Grants	2,456,159	2,574,174	-5%	363,814
Miscellaneous and Other revenues	1,830,817	5,881,771	-221%	2,153,940
Total Revenue	<u>\$ 77,607,074</u>	<u>\$ 92,059,062</u>	<u>-19%</u>	<u>\$ 86,017,601</u>
OPERATING EXPENSES				
Housing Assistance Payments	59,344,038	62,706,475	-6%	58,764,078
Administrative	7,213,856	12,308,838	-71%	7,405,817
Tenant Services	102,823	789,241	-668%	211,953
Utilities	474,524	527,675	-11%	526,648
Maintenance and Operations	1,679,941	3,091,894	-84%	1,831,378
General Expenses	988,992	1,479,822	-50%	1,015,332
Protective Service Expenses	1,129,127	1,873,986	-66%	1,066,600
Depreciation and Amortization	652,953	-	100%	765,268
Total Operating Expenses	<u>71,586,254</u>	<u>82,777,931</u>	<u>-16%</u>	<u>71,587,074</u>
Operating Income (Loss)	<u>\$ 6,020,820</u>	<u>\$ 9,281,131</u>	<u>-54%</u>	<u>\$ 14,430,527</u>
Nonoperating (Revenues) Expenses				
(Gain)/Loss on Disposal of Capital Assets	-	-	0%	(3,191)
Investment (Income) Loss	(17,342)	(20,184)	-16%	(16,017)
Capital Outlay	696,415	3,085,375	-343%	595,377
Other Nonoperating Expenses	2,483,212	18,473,751	-644%	731,970
Total Non Operating (Revenues) Expenses	<u>\$ 3,162,285</u>	<u>\$ 21,538,942</u>	<u>-581%</u>	<u>\$ 1,308,139</u>
Change in Net Position	2,858,535	(12,257,811)	529%	13,122,388
Net Position, Beginning of Period	456,860,492	456,860,492	0%	426,877,319
Net Position, End of Period	<u>\$ 459,719,026</u>	<u>\$ 444,602,681</u>	<u>3%</u>	<u>\$ 439,999,707</u>



Oakland Housing
Authority

Thank you for listening.
Questions or Comments?





Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Partnership with the City of Oakland and the Education SuperHighway (ESH)

Date: December 6, 2021

Purpose: To authorize OHA's partnership with the City of Oakland and EducationSuperHighway (ESH) to bring free and low cost internet access to low-income residents of Oakland.

Funding: This action does not request a funding commitment at this time.

Background

The City of Oakland ("City") has been selected for a historic investment that has the potential to dramatically increase access to broadband internet for the City's most unconnected communities. Governor Newsom's office and California Department of Technology (CDT) announced in a press release on November 17, 2021, that the City of Oakland has been selected as one of only three urban areas included in and prioritized for the initial phase of SB 156's historic \$3.25 billion investment in "middle mile" fiber. The State broadband infrastructure will include virtually every eligible state right of way in Oakland's most under-connected communities, including segments of I-880, International Boulevard, I-980, and I-580. This investment in fiber can unlock access to high-speed broadband needed to help close the digital divide.

The City and the ESH have collaborated to submit an application to bring free and low cost internet access to low-income residents of Oakland and have requested the Oakland Housing Authority's (OHA) support and partnership in this endeavor. This is a landmark and worthy collaboration for OHA to join and take on a leadership role. Their goal of connecting 90% of Oakland's unconnected residents within the next 5 years builds on both the direct impact #OaklandUndivided had over the past year and the recent selection of Oakland as the inaugural city in ESH's national campaign to close the digital divide for those who don't have access to broadband internet or can't afford it.

To support this application, OHA has been requested to identify ideal locations within our housing portfolio of over 2,000 owned or managed units that can benefit from these services. OHA is already a partner with the City through the Mayor's #OaklandUndivided program and Oakland Promise initiative; therefore, this is the next phase in a progression of goals that build upon each other led by the City of Oakland. By closing the digital divide all youth (and their families') will have equal access to the knowledge base that is

increasingly critical to academic and professional success.

Should the application be awarded, this will allow us to galvanize our resources and partnership with the Oakland Unified School District (OUSD) to have more direct access with the families who could most benefit from the comprehensive and coordinated services of an array of educators, tech experts and community advocates. Of the 34,000+ students in the OUSD, over 4,100 (12%) of these young people live in homes subsidized by OHA. Each month we support those students by connecting them with academic tutoring, scholarship opportunities, camps and other enrichment activities.

Finally, OHA is in a unique position to model our outcomes and successes on these issues and initiatives on a national stage using our MTW authority, and by using our platform as an award-winning agency in the housing industry. OHA is the first public housing agency to be involved with the ESH initiatives and as such will serve as a model for establishing and defining the role housing authorities can play in closing the digital divide for our clients across the nation.

Other partners who are supporting the City of Oakland and ESH's application include: Alameda County Supervisor Nate Miley, School Board Directors Dr. Gary Yee and Dr. Cliff Thompson, Unity Council CEO Chris Iglesias and Chief of Staff Karely Ordaz, Latino Education Network leader Jorge Lerma, Oakland NAACP President George Holland, Oakland Promise Senior Manager Dulce Torres-Petty, BlocPower CEO Donnel Baird, Empowerment Co-Founder Dr. Cesar Cruz, The Oakland REACH Chief Program Officer Michael De Sousa, Tech Exchange Executive Director Seth Hubbert, Black Joy Parade CEO Elisha Greenwell, Nehanda Imara of the Black Cultural Zone, OUSD CTO Susan Beltz, and Kapor Center CTO Lili Gangas.

OHA is honored to have been requested to join this partnership that will address access to information to help solve a multi-generational gap in educational equality.

Recommended Action

It is recommended that the Board of Commissioners authorize the Executive Director to formalize a partnership with the City and ESH's and endorse the application to bring free and low cost internet access to low-income residents of Oakland. To support the application, OHA will identify ideal locations in its portfolio of over 2,000 owned or managed units to participate in this partnership. At this time, no financial commitments have been requested. If a request is made for financial or capital asset contributions, this will be brought back to the Authority's Board of Commissioners.

It is our belief that our goals align with those of ESH and City of Oakland, and to that end we plan to work in good faith to support the City and ESH with implementation of this application should funds be awarded.

Attachments: Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENGAGE IN A
PARTNERSHIP TO SUPPORT THE EFFORTS OF THE CITY OF OAKLAND AND
EDUCATIONSUPERHIGHWAY'S (ESH) APPLICATION TO BRING FREE AND LOW
COST INTERNET ACCESS TO LOW-INCOME RESIDENTS OF OAKLAND**

WHEREAS, the City of Oakland has been selected for a historic investment that has the potential to dramatically increase access to broadband internet for the City's most unconnected communities; and

WHEREAS, Governor Newsom's office and California Department of Technology (CDT) announced in a Press Release on November 17, 2021 that the City of Oakland has been selected as one of only three urban areas included in and prioritized for the initial phase of SB 156's historic \$3.25 billion investment in "middle mile" fiber; and

WHEREAS, the State broadband infrastructure will include virtually every eligible state right of way in Oakland's most under-connected communities, including segments of I-880, International Boulevard, I-980, and I-580; and

WHEREAS, this investment in fiber can unlock access to high-speed broadband needed to help close the digital divide; and

WHEREAS, The City and the EducationSuperHighway (ESH) has partnered to submit an application to bring free and low cost internet access to low-income residents of Oakland; and

WHEREAS, the City and EHS have requested the Oakland Housing Authority's (OHA) support and partnership in this endeavor; and

WHEREAS, OHA's support includes identifying ideal locations within our housing portfolio of over 2,000 owned or managed units; and

WHEREAS, the OHA is already a partner with the City through the Mayor's #OaklandUndivided program and Oakland Promise initiative; therefore, this is the next phase in a progression of goals that build upon each other led by the City of Oakland; and

WHEREAS, should the application be awarded, this will allow OHAs to galvanize our resources and partnership with the Oakland Unified School District (OUSD) to have more direct access with the families who could most benefit from the comprehensive and coordinated services of an array of educators, tech experts and community advocates; and

WHEREAS, OHA is in a unique position to lead and model our outcomes and successes on a national stage using our MTW authorities when possible, and by using our platform as an award-winning agency in the housing industry, and;

WHEREAS, OHA is the first public housing agency to be involved with the ESH initiatives and as such will serve as a model for establishing and defining the role housing authorities can play in closing the digital divide for our clients across the nation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Board of Commissioners authorizes the Executive Director to support and partner with the City of Oakland and EducationSuperHighway's application to bring free and low cost internet access to low-income residents of Oakland through identifying ideal locations in its portfolio of over 2,000 owned or managed units to participate in this partnership; and

THAT, there is no financial commitments being requested of the Oakland Housing Authority; and, if a request is made for financial or impact capital asset contributions, this will be brought back to the Authority's Board of Commissioners; and

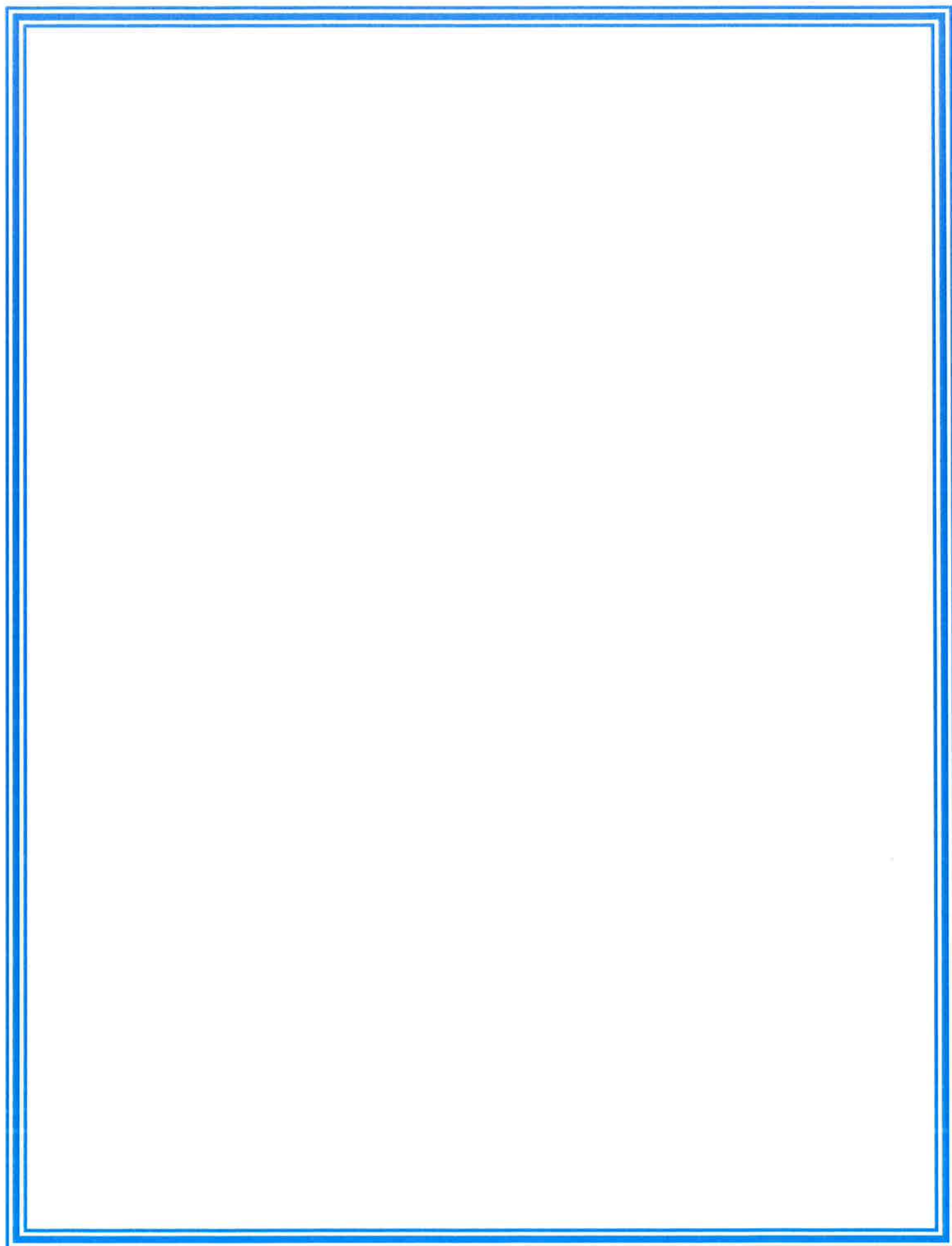
THAT, the OHA goals align with those of ESH and City of Oakland, and OHA will work in good faith to support the City and ESH with implementation of this application should funds be awarded.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on December 6, 2021.

Secretary

ADOPTED:

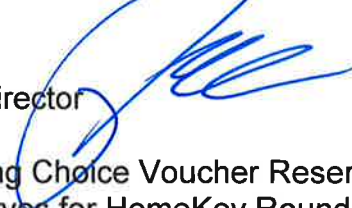
RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorization to use Housing Choice Voucher Reserves to fund operating subsidy or capitalized reserves for HomeKey Round II projects

Date: December 6, 2021

Purpose: This action will approve a budget allocation for HomeKey projects using Housing Choice Voucher (HCV) reserves. Staff proposes dedicating \$15 million of HCV reserves to HomeKey Round II projects, which will assist approximately 50-75 eligible households.

Funding: Funding for this item is subsidy received by Oakland Housing Authority (OHA) from the Department of Housing and Urban Development (HUD) HCV program.

Background:

On October 18, 2021, the City of Oakland Department of Housing and Community Development (DHCD) published a Request for Proposals (RFP) seeking proposals from qualified teams for permanent and/or interim affordable housing for homeless and formerly homeless individuals and households. Teams selected will partner with DHCD as co-applicant to submit an application to the State of California (State) in response to the State Homekey Round II competition.

Homekey Round II is a statewide funding opportunity for public agencies to act as the lead applicants, for projects that “sustain and rapidly expand housing for persons experiencing homelessness or at risk of homelessness, and who are, thereby, inherently impacted by COVID-19 and other communicable diseases.” Administered by the State’s Department of Housing and Community Development, Homekey Round II funding is available as the result of Coronavirus State Fiscal Recovery Fund established by the federal American Rescue Plan Act of 2021 (ARPA) and \$250 million from the State General Fund.

Homekey Round II and the DHCD RFP funding priorities focus on projects that assist homeless households whose incomes do not exceed 30 percent of the Area Median Income (AMI), which is reflected in the table below:

2021 Official State Income Limits (Use if Local Funds Anticipated)					
Household (HH) Size ⁹	1 person	2 persons	3 persons	4 persons	5 persons
Income Limit	\$28,800	\$32,900	\$37,000	\$41,100	\$44,400

The DHCD also highlighted the City's commitment to advancing racial equity and desire to expand deeply affordable apartments as priority criteria for project selection.

The deadline for teams to submit proposals to DHCD was November 18, 2021. DHCD will make awards by mid-December. In accordance with 24 CFR 983.51(b)(2) and the Authority's Moving to Work (MTW) Agreement and activity #06-03, the Authority may award funding to projects using another entity's competition. In this case, DHCD conducted a competitive process and the Authority will use this competition as the basis for potential funding awards to Homekey Round II projects. OHA Staff will assess each project request to determine whether they meet the Authority's threshold criteria for funding.

The State will accept applications until May 2, 2022, or until the available funds are exhausted, whichever occurs first. The City of Oakland is an eligible applicant and through DHCD plans to submit applications before January 31.

This action will approve the use of HCV reserves to subsidize the City's Homekey Round II projects. Final awards of funding for any project will occur after a thorough review of the proposals against the Authority's funding criteria and priorities. Additionally and in accordance with the HCV Administrative Plan Chapter 16, Part I any recommended expenditure of HCV reserves above \$50,000 must be presented to the Board of Commissioners for approval. As such, after assessing potential teams selected through the DHCD RFP process OHA staff will present to the Board of Commissioners recommendations to award assistance to Homekey Round II projects. It is expected that each project award will exceed the \$50,000 threshold.

Recommendation

It is recommended that the Board of Commissioners authorize the Executive Director to allocate \$15 million in HCV reserves to support project proposals submitted by the City of Oakland in response to the State Homekey Round II competition.

Attachment: Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER:

**AUTHORIZATION TO USE HOUSING CHOICE VOUCHER RESERVES TO FUND
OPERATING SUBSIDY OR CAPITALIZED RESERVES FOR HOMEKEY ROUND II
PROJECTS**

WHEREAS, on October 18, 2021, the City of Oakland Department of Housing and Community Development (DHCD) published a Request for Proposals (RFP) seeking proposals from qualified teams for permanent and/or interim affordable housing for homeless and formerly homeless individuals and households; and

WHEREAS, teams selected will partner with DHCD as co-applicant to submit an application to the State of California (State) in response to the State Homekey Round II competition; and

WHEREAS, Homekey Round II is a statewide funding opportunity for public agencies to act as the lead applicants, for projects that “sustain and rapidly expand housing for persons experiencing homelessness or at risk of homelessness, and who are, thereby, inherently impacted by COVID-19 and other communicable diseases”; and

WHEREAS, Homekey Round II funding is available as the result of Coronavirus State Fiscal Recovery Fund established by the federal American Rescue Plan Act of 2021 (ARPA) and \$250 million from the State General Fund; and

WHEREAS, Homekey Round II and the DHCD RFP funding priorities focus on projects that assist homeless households whose incomes do not exceed 30 percent of the Area Median Income (AMI); and

WHEREAS, the DHCD also highlighted the City's commitment to advancing racial equity and desire to expand deeply affordable apartments as priority criteria for project selection; and

WHEREAS, the deadline for teams to submit proposals to DHCD was November 18, 2021. DHCD will make awards by mid-December; and

WHEREAS, in accordance with 24 CFR 983.51(b)(2) and the Authority's Moving to Work (MTW) Agreement and activity #06-03, the Authority may award funding to projects using another entity's competition; and

WHEREAS, DHCD conducted a competitive process and the Authority will use this competition as the basis for potential funding awards to Homekey Round II projects; and

WHEREAS, OHA Staff will assess each project request to determine whether they meet the Authority's threshold criteria for funding; and

WHEREAS, the State will accept applications until May 2, 2022, or until the available funds are exhausted, whichever occurs first; and

WHEREAS, the City of Oakland is an eligible applicant and through DHCD plans to submit applications before January 31; and

WHEREAS, this action will approve the use of HCV reserves to subsidize the City's Homekey Round II projects; and

WHEREAS, final awards of funding for any project will occur after a thorough review of the proposals against the Authority's funding criteria and priorities; and

WHEREAS, in accordance with the HCV Administrative Plan Chapter 16, Part I any recommended expenditure of HCV reserves above \$50,000 must be presented to the Board of Commissioners for approval.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners authorizes the Executive Director to allocate \$15 million in Housing Choice Voucher reserves to support project proposals submitted by the City of Oakland in response to the State Homekey Round II competition; and

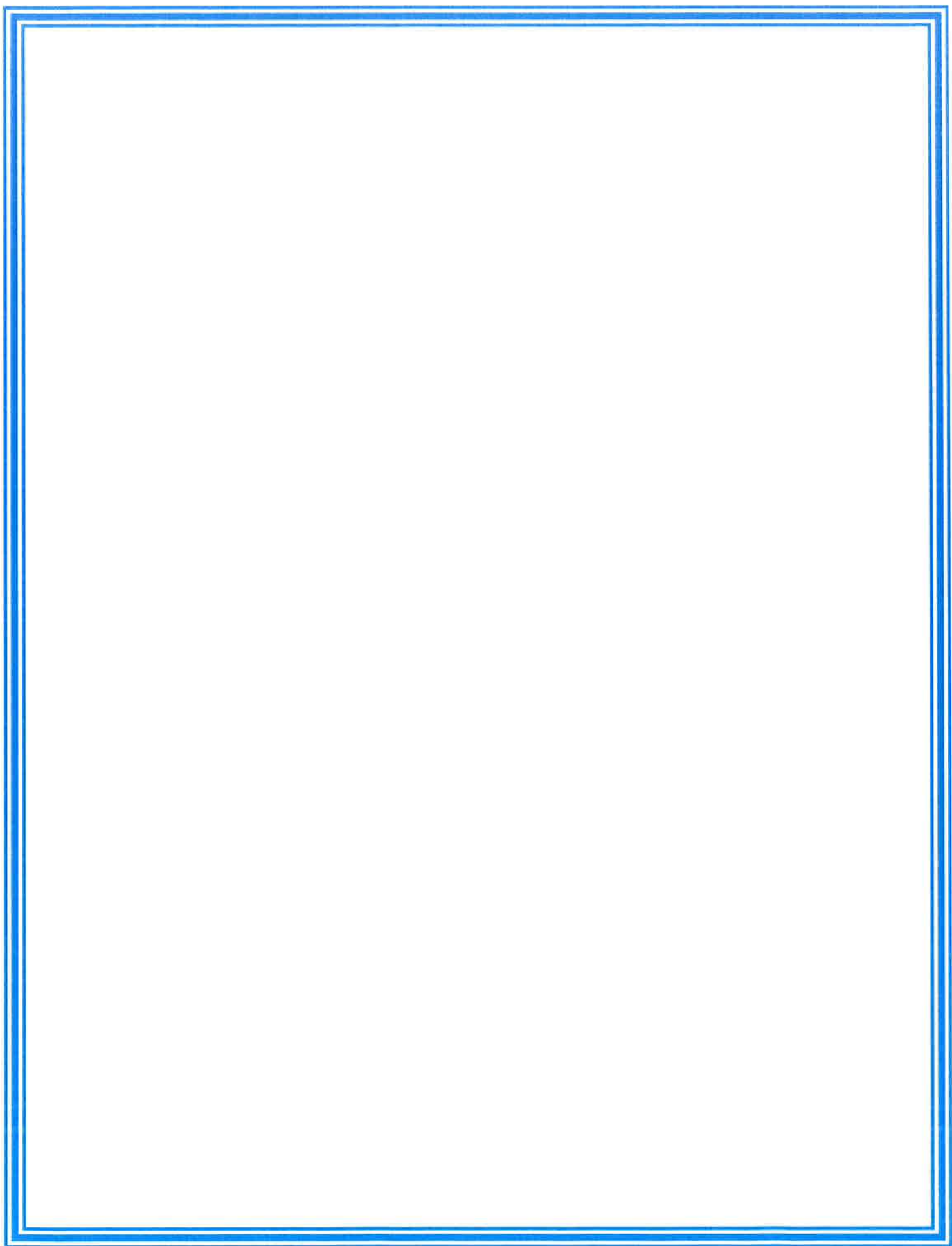
THAT, the Executive Director, on behalf of the Oakland Housing Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I certify that the foregoing resolution is a full, true and correct copy
of a resolution passed by the Commissioners of the Housing Authority
of the City of Oakland, California on December 06, 2021.*

Secretary

ADOPTED:

RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Authorization for the Executive Director to join the City of Oakland's Franchises Agreement for Garbage, Compost, and Recycling Collection at six properties and five administrative buildings.

Date: December 6, 2021

Purpose: This memorandum transmits for consideration a resolution authorizing the Executive Director to join the City of Oakland's Franchise Agreement for Garbage, Compost, and Recycling Collection at six properties and five administrative buildings.

Funding: Authorizing \$1,050,153.48 per year, in an amount not to exceed to \$5,250,767.40 for the five-year term. Funds are budgeted under GL Code 4430-12-000.

Background

The City of Oakland has Franchise Agreements, with Waste Management of Alameda County (WMAC) and California Waste Solutions (CWS). Waste Management of Alameda County provides garbage and compost collection and California Waste Solutions provides recycling collection services.

HUD Handbook 7460.8 REV 2 states the following in Chapter 17.4:

Utility Purchasing

"Deregulation and restructuring in the utility industry allows utility providers to operate like other open markets, with greater competition and choices. These changes offer utility consumers such as PHAs an opportunity to achieve lower utility costs by purchasing energy directly from the utility providers at lower rates, based on a direct rate reduction or from new consumer rate strategies..."

Alternately, where deregulation has not occurred (a publicly regulated rate environment where there is one utility provider for gas, electric, fuel, oil and/or water), the PHA is not required to competitively procure utilities. Further, unlike other sole source procurements,

the PHA does not need to justify the reasonableness of the price charged or require HUD approval.”

The Oakland Housing Authority does not collect, transport and dispose of residential and commercial mixed materials and organic waste in the city and, therefore, requires the services of a waste hauling and recycling company.

The City of Oakland’s Franchise Agreement for Garbage, Compost, and Recycling Collection will assist the Oakland Housing Authority with the following:

1. Becoming compliant with the new State Food Recovery regulation SB 1383, effective 2022;
2. Provide services for other future climate mitigation legislation through resource recovery;
3. Allows for performance based metrics, which allows for better waste diversion and litter control;
4. Assist OHA with improving diversion and promote resource recovery initiatives; and
5. The City of Oakland will also assist with Contract Management when issues arise with the haulers.

It is being requested that the Oakland Housing Authority enter the below properties into the City of Oakland’s Franchise Agreement for Garbage, Compost, and Recycling Collection:

Property	Units	Address	Type
Harrison Towers	101	1621 Harrison Street	Senior
Adel Court	30	2001 MacArthur Blvd.	Senior
Campbell Village	154	1657 10 th Street	Family
Lockwood Gardens	372	1101 65 th Avenue	Family
Palo Vista	100	1110 64 th Avenue	Senior
Peralta Village	390	1132 Kirkham Lane	Family

Administrative Buildings	Location
935 Union Street	West District Office
1327 65 th Ave	East District Office
1801 Harrison Street	
1180 25 th Ave	Service Center
2130 E. 12 th Street	Dumpster at the OHA Annex Location

Recommendation

It is recommended that the Board of Commissioners adopt the attached resolution authorizing the Executive Director to enter six properties and five administrative buildings into the City of Oakland’s Garbage, Compost, and Recycling Collection Franchise

Agreement for \$1,050,153.48 per year, in an amount not to exceed \$5,250,767.40 for the five-year term.

Attachments: CCGS Memo
Resolution



CONTRACT COMPLIANCE & GENERAL SERVICES

1619 Harrison Street 2nd Floor, Oakland CA 94612 * (510) 587-2166 / (510) 587-2124 FAX

INTEROFFICE MEMORANDUM

To: Patricia Wells, Executive Director

Through: Kris Warren, Interim Chief Operating Officer ^{OS}
Duane Hopkins, Chief Officer of Program and Finance Administration ^{OS}
Mark Schiferl, Director of Property Management ^{OS}
Daniel Mermelstein, Manager of CCGS ^{OS}

From: Courtney Sharif, Contract Specialist, CCGS ^{OS}

Subject: Garbage, Compost, and Recycling Collection

Date: November 15, 2021

This memo transmits for your review and consideration for the Oakland Housing Authority to enter into the City of Oakland's Franchise Agreement for Garbage, Compost, and Recycling Collection for six properties and five administrative buildings.

Background

The City of Oakland has Franchise Agreements, with Waste Management of Alameda County (WMAC) and California Waste Solutions (CWS). Waste Management of Alameda County provides garbage and compost collection and California Waste Solutions provides recycling collection services.

HUD Handbook 7460.8 REV 2 states the following in Chapter 17.4:

Utility Purchasing

"Deregulation and restructuring in the utility industry allows utility providers to operate like other open markets, with greater competition and choices. These changes offer utility consumers such as PHAs an opportunity to achieve lower utility costs by purchasing energy directly from the utility providers at lower rates, based on a direct rate reduction or from new consumer rate strategies..."

Alternately, where deregulation has not occurred (a publicly regulated rate environment where there is one utility provider for gas, electric, fuel, oil and/or water), the PHA is not required to competitively procure utilities. Further, unlike other sole source procurements, the PHA does not need to justify the reasonableness of the price charged or require HUD approval."

The Oakland Housing Authority does not collect, transport and dispose of residential and commercial mixed materials and organic waste in the City and, therefore, requires the services of a waste hauling and recycling company.

The City of Oakland's Franchise agreement for Garbage, Compost, and Recycling will assist the Oakland Housing Authority with the following:

1. Becoming compliant with the new State Food Recovery regulation SB 1383, effective 2022;
2. Provide services for other future climate mitigation legislation through resource recovery;
3. Allows for performance based metrics, which allows for better waste diversion and litter control;
4. Assist OHA with improving diversion and promote resource recovery initiatives; and
5. The City of Oakland will also assist with Contract Management when issues arise with the haulers.

It is being requested that the Oakland Housing Authority enter the below properties into the City of Oakland's Franchise Agreement for Garbage, Compost, and Recycling Collection:

Property	Units	Address	Type
Harrison Towers	101	1621 Harrison Street	Senior
Adel Court	30	2001 MacArthur Blvd.	Senior
Campbell Village	154	1657 10 th Street	Family
Lockwood Gardens	372	1101 65 th Avenue	Family
Palo Vista	100	1110 64 th Avenue	Senior
Peralta Village	390	1132 Kirkham Lane	Family

Administrative Buildings	Location
935 Union Street	West District Office
1327 65 Ave	East District Office
1801 Harrison Street	
1180 25 th Ave	Service Center
2130 E. 12 th Street	Dumpster at the OHA Annex Location

Recommendation

It is recommended that the Oakland Housing Authority enter into the City of Oakland's Franchise Agreement for Garbage, Compost, and Recycling Collection at six properties and five administrative buildings, which is permissible under the HUD Handbook 7460.8 REV 2 Chapter 17.4.

Debarment: Waste Management and California Waste Solutions have not been debarred or limited from participating in federally funded projects.

Insurance Requirement: Copies of Commercial, General, Automobile, and Errors and Omissions Liability Insurance (naming the Oakland Housing Authority as additionally insured) along with Workers' Compensation Insurance shall be requested and received by CCGS for this project. The contracted firm shall be responsible for collecting and forwarding all insurance documents from its subcontractors to CCGS.

Section 3: The Oakland Housing Authority expects the selected contractor to make a good faith effort to comply with the Section 3 Policy. Please refer to "**Section 3 Requirements - Oakland Housing Authority Economic Opportunities Policy**". Contractor must be in compliance with the Section 3 of the Housing Act of 1968, as amended regarding

the provision of training and employment opportunities for low-income persons, with priority to residents of the Oakland Housing Authority public housing. The Oakland Housing Authority Project Manager and Labor Compliance/Section 3 Officer will monitor Consultant's compliance with Section 3 requirements.

Available Upon Request: **Section 3 Requirements** – *Oakland Housing Authority Economic Opportunities Policy.*

Approved:

Not Approved:

DocuSigned by:

722CE180FE194A1

Patricia Wells
Executive Director

11/15/2021

Date

Patricia Wells
Executive Director

Date

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER SIX PROPERTIES AND
FIVE ADMINISTRATIVE BUILDINGS INTO THE CITY OF OAKLAND'S GARBAGE,
COMPOST, AND RECYCLING COLLECTION FRANCHISE AGREEMENT FOR
\$1,050,153.48 PER YEAR, IN AN AMOUNT NOT TO EXCEED \$5,250,767.40 FOR
THE FIVE-YEAR TERM**

WHEREAS, the City of Oakland has Franchise Agreements, with Waste Management of Alameda County (WMAC) and California Waste Solutions (CWS); and

WHEREAS, Waste Management of Alameda County provides garbage and compost collection and California Waste Solutions provides recycling collection services; and

WHEREAS, the HUD Handbook 7460.8 REV 2 states in Chapter 17.4 "*Deregulation and restructuring in the utility industry allows utility providers to operate like other open markets, with greater competition and choices*"; and

WHEREAS, *these changes offer utility consumers such as PHAs an opportunity to achieve lower utility costs by purchasing energy directly from the utility providers at lower rates, based on a direct rate reduction or from new consumer rate strategies*;

WHEREAS, *alternately, where deregulation has not occurred (a publicly regulated rate environment where there is one utility provider for gas, electric, fuel, oil and/or water), the PHA is not required to competitively procure utilities. Further, unlike other sole source procurements, the PHA does not need to justify the reasonableness of the price charged or require HUD approval*"; and

WHEREAS, the Authority does not collect, transport and dispose of residential and commercial mixed materials and organic waste in the City and, therefore, requires the services of a waste hauling and recycling company; and

WHEREAS, the City of Oakland's Franchise Agreement for Garbage, Compost, and Recycling Collection will assist the Oakland Housing Authority with becoming compliant with the new State Food Recovery regulation SB 1383, effective 2022; and

WHEREAS, the Franchise Agreement will provide services for other future climate mitigation legislation through resource recovery; and

WHEREAS, allow for performance based metrics, which assists with better waste diversion and litter control; and

WHEREAS, assist the Oakland Housing Authority with improving diversion and promote resource recovery initiatives; and

WHEREAS, the City of Oakland will also assist with Contract Management when issues arise with the haulers; and

WHEREAS, it is being requested that the Oakland Housing Authority enter the following six OHA properties into the City of Oakland's Garbage, Compost, and Recycling Collection Franchise Agreement: Harrison Towers, Adel Court, Campbell Village, Lockwood Gardens, Palo Vista, and Peralta Village; and

WHEREAS, it is also being requested that the Oakland Housing Authority enter the following five OHA Administrative Buildings into the City of Oakland's Garbage, Compost, and Recycling Collection Franchise Agreement: 935 Union Street, 1327 65th Ave, 1801 Harrison Street, 1180 25th Ave, and 2130 E. 12th Street.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to enter six properties and five administrative buildings into the City of Oakland's Garbage, Compost, and Recycling Collection Franchise Agreement for \$1,050,153.48 per year, in an amount not to exceed to \$5,250,767.40 for the five-year term; and

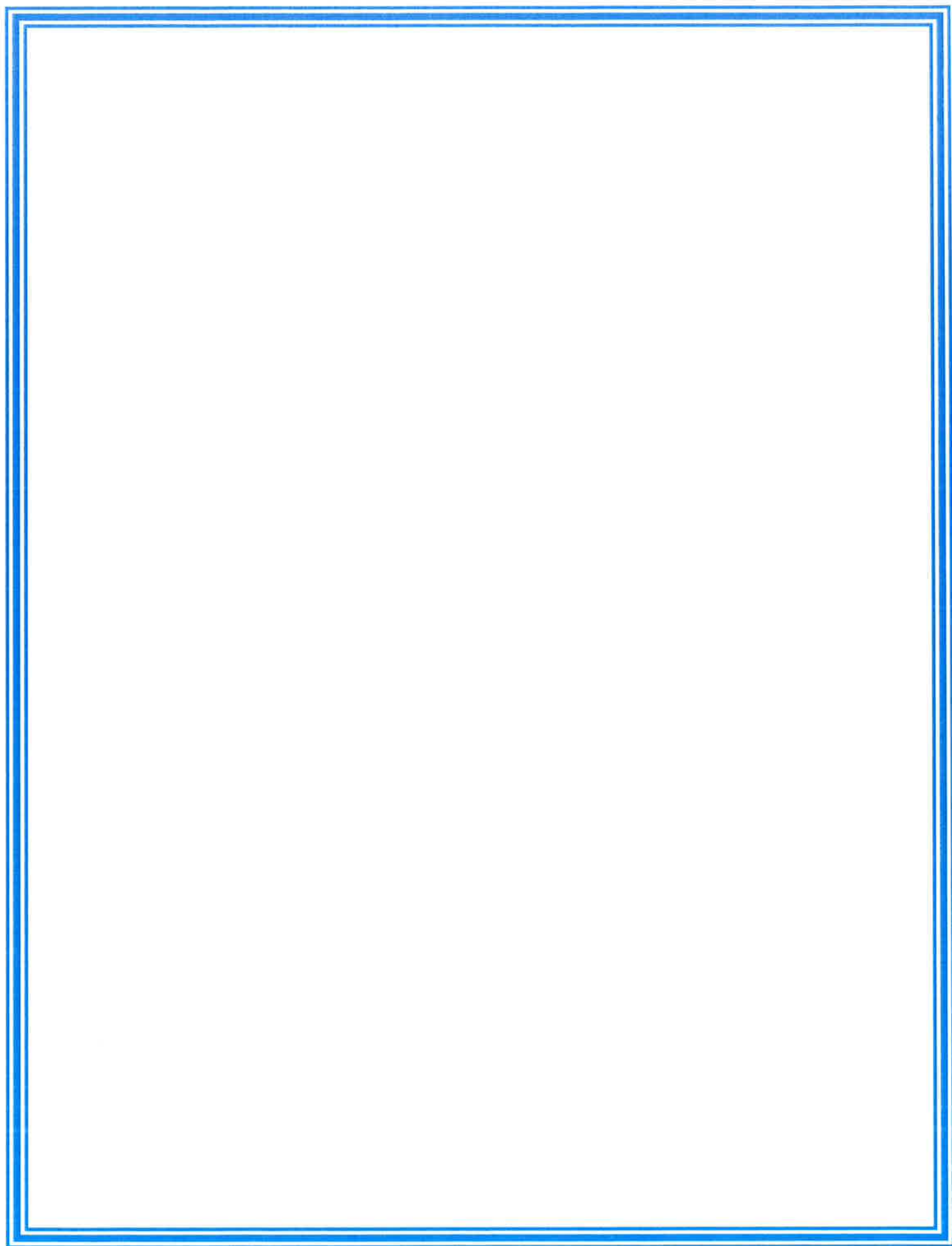
THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

I hereby certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority Of the City of Oakland, California on December 6, 2021.

Secretary

ADOPTED:

RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Authorization to execute a three-year contract with two one-year option terms with East Bay Auto Repair for Vehicle Maintenance and Minor Repairs in an amount not-to-exceed \$335,000.

Date: December 6, 2021

Purpose: This action will authorize the Executive Director to execute a contract with East Bay Auto Repair for vehicle maintenance and minor repairs in an amount not-to-exceed \$201,000 for the initial three-year term and \$67,000 per year for each one-year option term.

Funding: Funding for the first year of the initial term is included in the FY 2022 operating budget in account 4430-14-000 Contract-Vehicle Maintenance. Funding for each subsequent year or option term will be included in future budget requests in account 4430-14-000 Contract Vehicle Maintenance.

Background:

The Oakland Housing Authority (OHA) has a need for routine vehicle maintenance and minor repair services on OHA-owned vehicles.

The Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021. A total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane. The RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021. Three companies responded by the deadline of July 6, 2021. All three responsive proposals were evaluated by the Evaluation Committee on September 9, 2021.

A panel comprised of three individuals convened on Thursday, September 9, 2021 to evaluate and rate each of the proposals. Two of the participating panelists are employees of the Oakland Housing Authority and one is an employee of Alameda County.

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding contracts to each of the firms, including East Bay Auto Repair.

Recommended Action:

It is recommended that the Board of Commissioners adopt the attached resolution authorizing the Executive Director to execute a three-year contract, with two one-year option terms with East Bay Auto Repair for vehicle maintenance and minor repair services for \$201,000 for the initial term and \$67,000 per year for each option term, in an amount not to exceed \$335,000 for the contract term.

Attachments: CCGS Memorandum
 Resolution



CONTRACT COMPLIANCE & GENERAL SERVICES

1619 Harrison Street, Oakland, CA 94612 * (510) 587-2166 / (510) 587-2124 FAX

INTEROFFICE MEMORANDUM

To: Patricia Wells, Executive Director

Through: Kris Warren, Interim Chief Operating Officer ^{DS} KW
Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} DH
Mark Schiferl, Director of Property Management ^{DS} MS
Daniel Mermelstein, CCGS Manager ^{DS} DM

From: Jeanne Smith, Contract Specialist, CCGS ^{DS} JS

Subject: RFP #21-010 Vehicle Maintenance and Minor Repair Services

Date: September 22, 2021

This memo is to advise you that an RFP for Vehicle Maintenance and Minor Repair Services was issued. After all proposals were reviewed and evaluated, it is being recommended that OHA award contracts to East Bay Auto Repair and Quality Auto Service, Inc. for all services and to Mobile Fleetcare LLC for preventative maintenance services that can be performed on OHA sites including but not limited to oil changes, fluid replacements and vehicle inspection services.

Background

The Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021. A total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane. The RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021. Three companies responded by the deadline of July 6, 2021. All three responsive proposals were evaluated by the Evaluation Committee on September 9, 2021.

A panel comprised of three individuals convened on Thursday, September 9, 2021 to evaluate and rate each of the proposals. Two of the participating panelists are employees of the Oakland Housing Authority and one is an employee of Alameda County.

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding contracts to each of the firms with the contract for Mobile Fleetcare, LLC being limited to services that can be performed on the OHA sites.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding contracts to the below firms:

- East Bay Auto Repair
- Quality Auto Service, Inc.
- Mobile Fleetcare, LLC

It is recommended that the scope of the contract for Mobile Fleetcare be limited to preventative maintenance services that can be performed on OHA sites including but not limited to oil changes, fluid replacements and vehicle inspection services.

Debarment: The recommended firms have not been debarred or limited from participating in federally funded projects.

Insurance Requirement: Copies of Commercial, General, Automobile, and Errors and Omissions Liability Insurance (naming the Oakland Housing Authority as additionally insured) along with Workers' Compensation Insurance shall be requested and received by CCGS for this project. The contracted firm shall be responsible for collecting and forwarding all insurance documents from its subcontractors to CCGS.

Section 3: The Oakland Housing Authority expects the selected contractor to make a good faith effort to comply with the Section 3 Policy. Please refer to "**Section 3 Requirements - Oakland Housing Authority Economic Opportunities Policy**". Contractor must be in compliance with the Section 3 of the Housing Act of 1968, as amended regarding the provision of training and employment opportunities for low-income persons, with priority to residents of the Oakland Housing Authority public housing. The Oakland Housing Authority Project Manager and Labor Compliance/Section 3 Officer will monitor Consultant's compliance with Section 3 requirements.

Available Upon Request: **Section 3 Requirements – Oakland Housing Authority Economic Opportunities Policy.**

Approved:

Not Approved:

DocuSigned by:

 722CF180EE194A1...
 Patricia Wells
 Executive Director

9/28/2021

 Date

 Patricia Wells
 Executive Director

 Date

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZATION TO EXECUTE A THREE-YEAR CONTRACT WITH TWO ONE-YEAR
OPTION TERMS WITH EAST BAY AUTO REPAIR FOR VEHICLE MAINTENANCE AND
MINOR REPAIRS IN AN AMOUNT NOT-TO-EXCEED \$201,000, FOR THE INITIAL
THREE-YEAR TERM, AND \$67,000 FOR EACH ONE-YEAR OPTION TERM, FOR A
TOTAL AMOUNT NOT TO EXCEED \$335,000**

WHEREAS, the Oakland Housing Authority (OHA) has a need to provide as-needed and routine vehicle maintenance and minor repair services on OHA owned vehicles; and

WHEREAS, the Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021; and

WHEREAS, a total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane; and

WHEREAS, the RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021; and

WHEREAS, three companies responded by the deadline of July 6, 2021 and their proposals were evaluated by the Evaluation Committee on September 9, 2021; and

WHEREAS, a panel comprised of three individuals, two employees of the Authority and one employee from Alameda County, convened on Thursday, September 9, 2021, to evaluate and rate the three proposals; and

WHEREAS, the panelist scores were averaged resulting in one final score for each company and the Evaluation Committee recommended awarding contracts to each of the firms, including East Bay Auto Repair.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners authorize the Executive Director to execute a contract with East Bay Auto Repair for vehicle maintenance and minor repair services in an amount not-to-exceed \$201,000, for the initial three-year term and \$67,000 for each one-year option term for a total amount not-to-exceed \$335,000; and

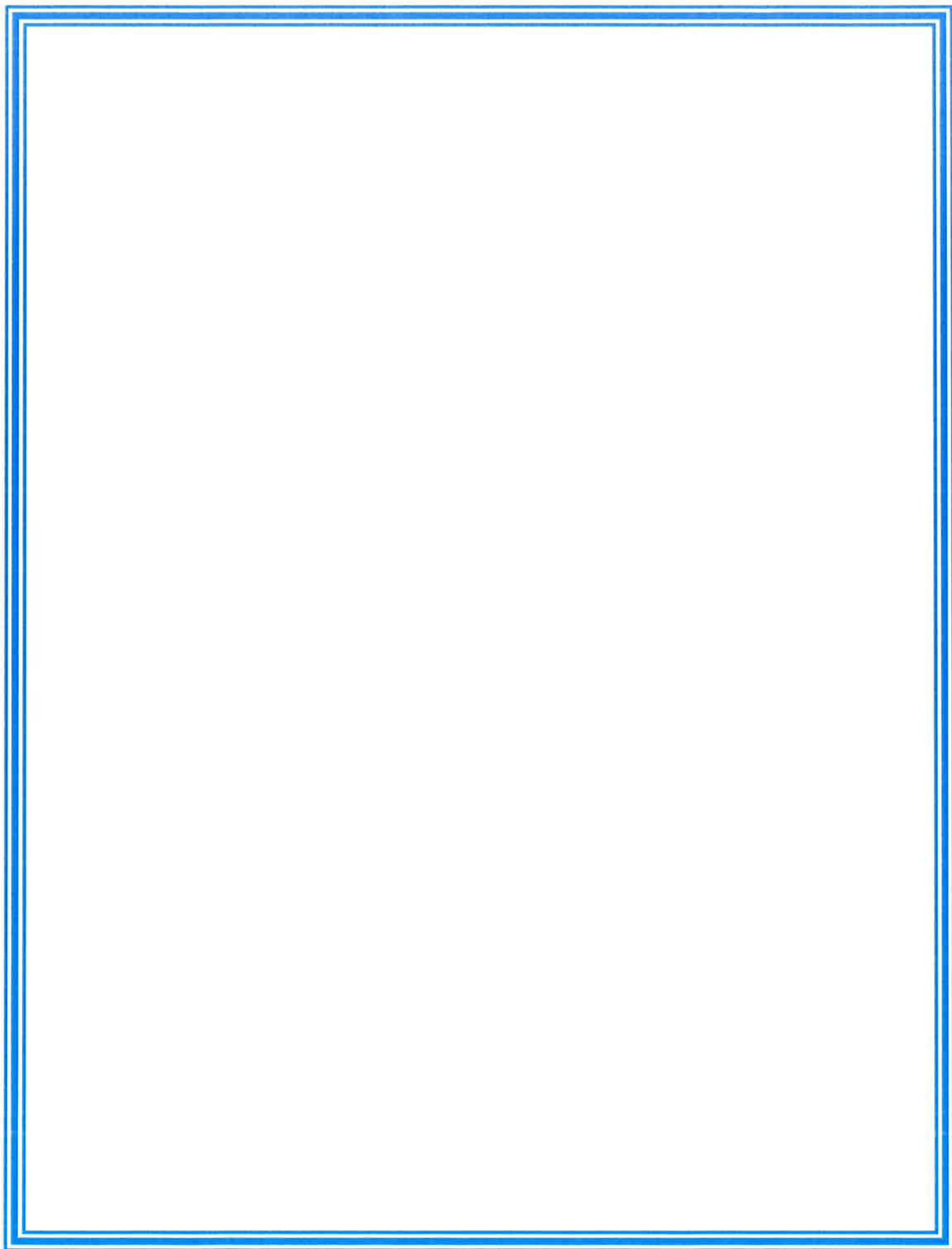
THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is a full, true and correct
copy of a resolution passed by the Commissioners of the Housing Authority
Of the City of Oakland, California on December 06, 2021.*

Secretary

ADOPTED:


RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorization to execute a three-year contract with two one-year option terms with Dickinson Fleet Services LLC, formerly known as Mobile Fleetcare, LLC, for Vehicle Maintenance services in an amount not-to-exceed \$330,000.

Date: December 6, 2021

Purpose: This action will authorize the Executive Director to execute a contract with Dickinson Fleet Services LLC, formerly known as Mobile Fleetcare, LLC, for vehicle maintenance services and minor repairs in an amount not-to-exceed \$198,000 for the initial three-year term and \$66,000 per year for each one-year option term for a total not-to-exceed amount of \$330,000.

Funding: Funding for the first year of the initial term is included in the FY 2022 operating budget in account 4430-14-000 Contract-Vehicle Maintenance. Funding for each subsequent year or option term will be included in future budget requests in account 4430-14-000 Contract Vehicle Maintenance.

Background:

The Oakland Housing Authority (OHA) has a need for routine vehicle maintenance and services on OHA-owned vehicles.

The Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021. A total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane. The RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021. Three companies responded by the deadline of July 6, 2021. All three responsive proposals were evaluated by the Evaluation Committee on September 9, 2021.

A panel comprised of three individuals convened on Thursday, September 9, 2021 to evaluate and rate each of the proposals. Two of the participating panelists are employees of the Oakland Housing Authority and one is an employee of Alameda County.

All panelist scores were averaged resulting in one final score for each company. The Evaluation Committee recommended awarding contracts to each of the firms, including Mobile Fleetcare, LLC.

On September 10, 2021, OHA was notified Mobile Fleetcare was sold to Dickinson Fleet Services, LLC effective September 13, 2021.

Dickinson Fleet Services, LLC will honor the proposal submitted by Mobile Fleetcare, LLC, and has not been debarred or limited from participating in federally funded projects.

Recommended Action:

It is recommended that the Board of Commissioners adopt the attached resolution authorizing the Executive Director to execute a three-year contract, with two one-year option terms with Dickinson Fleet Services, LLC for vehicle maintenance services for \$198,000 for the initial term and \$66,000 per year for each option term, in an amount not to exceed \$330,000.

Attachments: CCGS Memorandum
 Dickenson Fleet Services Customer Letter
 Resolution



CONTRACT COMPLIANCE & GENERAL SERVICES

1619 Harrison Street, Oakland, CA 94612 * (510) 587-2166 / (510) 587-2124 FAX

INTEROFFICE MEMORANDUM

To: Patricia Wells, Executive Director

Through: Kris Warren, Interim Chief Operating Officer ^{DS} KW
Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} DH
Mark Schiferl, Director of Property Management ^{DS} MS
Daniel Mermelstein, CCGS Manager ^{DS} DM

From: Jeanne Smith, Contract Specialist, CCGS ^{DS} JS

Subject: RFP #21-010 Vehicle Maintenance and Minor Repair Services

Date: September 22, 2021

=====

This memo is to advise you that an RFP for Vehicle Maintenance and Minor Repair Services was issued. After all proposals were reviewed and evaluated, it is being recommended that OHA award contracts to East Bay Auto Repair and Quality Auto Service, Inc. for all services and to Mobile Fleetcare LLC for preventative maintenance services that can be performed on OHA sites including but not limited to oil changes, fluid replacements and vehicle inspection services.

Background

The Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021. A total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane. The RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021. Three companies responded by the deadline of July 6, 2021. All three responsive proposals were evaluated by the Evaluation Committee on September 9, 2021.

A panel comprised of three individuals convened on Thursday, September 9, 2021 to evaluate and rate each of the proposals. Two of the participating panelists are employees of the Oakland Housing Authority and one is an employee of Alameda County.

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding contracts to each of the firms with the contract for Mobile Fleetcare, LLC being limited to services that can be performed on the OHA sites.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding contracts to the below firms:

- East Bay Auto Repair
- Quality Auto Service, Inc.
- Mobile Fleetcare, LLC

It is recommended that the scope of the contract for Mobile Fleetcare be limited to preventative maintenance services that can be performed on OHA sites including but not limited to oil changes, fluid replacements and vehicle inspection services.

Debarment: The recommended firms have not been debarred or limited from participating in federally funded projects.

Insurance Requirement: Copies of Commercial, General, Automobile, and Errors and Omissions Liability Insurance (naming the Oakland Housing Authority as additionally insured) along with Workers' Compensation Insurance shall be requested and received by CCGS for this project. The contracted firm shall be responsible for collecting and forwarding all insurance documents from its subcontractors to CCGS.

Section 3: The Oakland Housing Authority expects the selected contractor to make a good faith effort to comply with the Section 3 Policy. Please refer to "**Section 3 Requirements - Oakland Housing Authority Economic Opportunities Policy**". Contractor must be in compliance with the Section 3 of the Housing Act of 1968, as amended regarding the provision of training and employment opportunities for low-income persons, with priority to residents of the Oakland Housing Authority public housing. The Oakland Housing Authority Project Manager and Labor Compliance/Section 3 Officer will monitor Consultant's compliance with Section 3 requirements.

Available Upon Request: **Section 3 Requirements – Oakland Housing Authority Economic Opportunities Policy.**

Approved:

Not Approved:

DocuSigned by:

722CF180EE194A1...

9/28/2021

Patricia Wells Date

Executive Director

Patricia Wells Date

Executive Director

September 10th, 2021

Dear Customer:

We are pleased to share some exciting news with you. As of today, Mobile Fleetcare is becoming a part of the Dickinson Fleet Services / Cox Automotive family. Dickinson has become a leader in the industry, offering unmatched scale, innovation, and the same commitment to providing the best service possible to its customers. With Dickinson Fleet Services, we will be able to offer a better solution as this partnership will open the door to offering an expanded network for both scheduled and unscheduled mobile and in-shop repairs. Dickinson Fleet Services has 800+ Mobile Units and 16 Shop locations across the nation. With Dickinson's infrastructure, we will be able to service your vehicles on a national scale, in addition to adding the ability for us to provide 24/7 emergency repair service and integrated fleet maintenance management. The Dickinson / Cox team and culture are a great match for what we have built at Mobile Fleetcare and we look forward to bringing additional capabilities to serve you even better in the future.

Mobile Fleetcare has been serving fleets for nearly 35 years, always striving to provide the best quality services to our customers. As we transition into the Dickinson family, you can expect that commitment to not just continue, but strengthen as we take advantage of the additional capabilities the company has to offer.

There are a few changes that we will implement in the next couple of weeks. We look forward to a smooth transition and appreciate your cooperation and support.

Here is what you can expect, effective September 13th:

- We will be known as Dickinson Fleet Services and we will quickly change all correspondence to reflect that change.
- Our sales team will be reaching out to you to provide further communication in the near future
- Any correspondence, service orders, and payment for invoices dated September 10th or earlier should be sent to:

Dickinson Fleet Services, LLC
70 Hegenberger Loop
Oakland, CA 94621

Payments for invoices dated September 11th or later should be sent to our lockbox:

Dickinson Fleet Services, LLC
7717 Solution Center
Chicago, IL 60677-7007
Federal ID Number: 35-2004182

Thanks in advance for your support. We look forward to talking with you and making these changes in the most effective and efficient way. Please don't hesitate to call if you have any questions.

Sincerely,

Mark Shagoury

General Manager - Northern California
70 Hegenberger Loop Oakland CA 94621
p: 415-517-5801

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZATION TO EXECUTE A THREE-YEAR CONTRACT WITH TWO ONE-YEAR
OPTION TERMS WITH DICKINSON FLEET SERVICES, LLC. FOR VEHICLE
MAINTENANCE SERVICES IN AN AMOUNT NOT-TO-EXCEED \$198,000, FOR THE
INITIAL THREE-YEAR TERM, AND \$66,000 FOR EACH ONE-YEAR OPTION TERM,
FOR A TOTAL AMOUNT NOT TO EXCEED \$330,000**

WHEREAS, the Oakland Housing Authority (OHA) has a need to provide as-needed and routine vehicle maintenance and minor repair services on OHA owned vehicles; and

WHEREAS, the Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021; and

WHEREAS, a total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane; and

WHEREAS, the RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021; and

WHEREAS, three companies responded by the deadline of July 6, 2021 and their proposals were evaluated by the Evaluation Committee on September 9, 2021; and

WHEREAS, a panel comprised of three individuals, two employees of the Authority and one employee from Alameda County, convened on Thursday, September 9, 2021, to evaluate and rate the three proposals; and

WHEREAS, the panelist scores were averaged resulting in one final score for each company and the Evaluation Committee recommended awarding contracts to each of the firms, including Mobile Fleetcare, LLC; and

WHEREAS, OHA was notified Mobile Fleetcare was sold to Dickinson Fleet Services, LLC effective September 13, 2021; and

WHEREAS, Dickinson Fleet Services, LLC will honor the proposal submitted by Mobile Fleetcare, LLC. and has not been debarred or limited from participating in federally funded projects.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners authorize the Executive Director to execute a contract with Dickinson Fleet Services, LLC for vehicle maintenance services in an amount not-to-exceed \$198,000 for the initial three-year term and \$66,000 for each one-year option term for a total amount not-to-exceed \$330,000; and

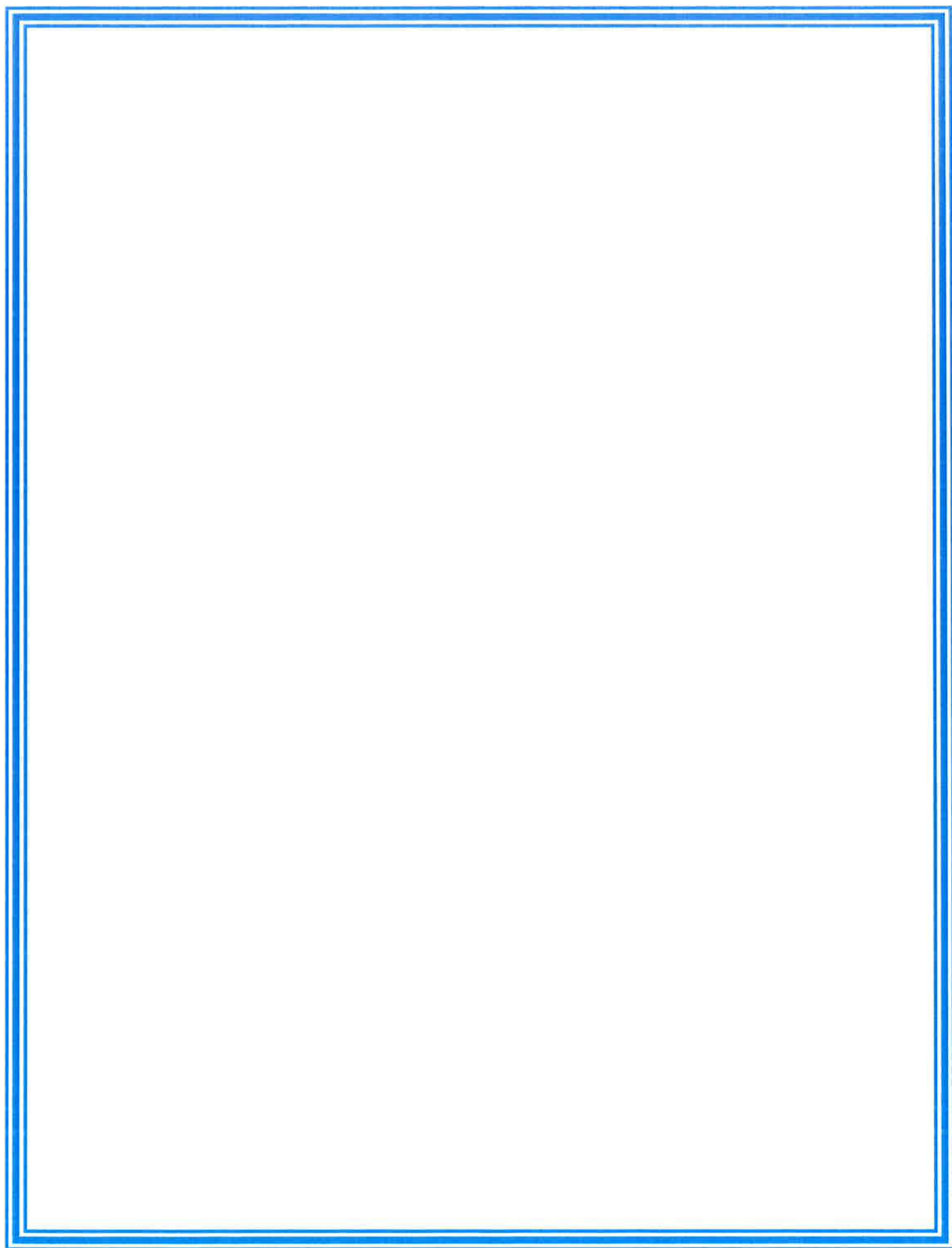
THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is a full, true and correct
copy of a resolution passed by the Commissioners of the Housing Authority
Of the City of Oakland, California on December 06, 2021.*

Secretary

ADOPTED:

RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Authorization to execute a three-year contract with two one-year option terms with Quality Auto Service, Inc., for Vehicle Maintenance and Minor Repairs in an amount not-to-exceed \$335,000.

Date: December 06, 2021

Purpose: This action will authorize the Executive Director to execute a contract with Quality Auto Service, Inc., for vehicle maintenance and minor repairs in an amount not-to-exceed \$201,000 for the initial three-year term and \$67,000 per year for each one-year option term.

Funding: Funding for the first year of the initial term is included in the FY 2022 operating budget in account 4430-14-000 Contract-Vehicle Maintenance. Funding for each subsequent year or option term will be included in future budget requests in account 4430-14-000 Contract Vehicle Maintenance.

Background:

The Oakland Housing Authority (OHA) has a need for routine vehicle maintenance and minor repair services on OHA-owned vehicles.

The Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021. A total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane. The RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021. Three companies responded by the deadline of July 6, 2021. All three responsive proposals were evaluated by the Evaluation Committee on September 9, 2021.

A panel comprised of three individuals convened on Thursday, September 9, 2021 to evaluate and rate each of the proposals. Two of the participating panelists are employees of the Oakland Housing Authority and one is an employee of Alameda County.

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding contracts to each of the firms, including Quality Auto Service, Inc.

Recommended Action:

It is recommended that the Board of Commissioners adopt the attached resolution. Authorizing the Executive Director to execute a three-year contract, with two one-year option terms with Quality Auto Service, Inc. for vehicle maintenance and minor repair services for \$201,000 for the initial term and \$67,000.00 per year for each one-year option term, in an amount not to exceed \$335,000.

Attachments: CCGS Memorandum
 Resolution



CONTRACT COMPLIANCE & GENERAL SERVICES

1619 Harrison Street, Oakland, CA 94612 * (510) 587-2166 / (510) 587-2124 FAX

INTEROFFICE MEMORANDUM

To: Patricia Wells, Executive Director

Through: Kris Warren, Interim Chief Operating Officer ^{DS} KW
Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} DH
Mark Schiferl, Director of Property Management ^{DS} MS
Daniel Mermelstein, CCGS Manager ^{DS} DM

From: Jeanne Smith, Contract Specialist, CCGS ^{DS} JS

Subject: RFP #21-010 Vehicle Maintenance and Minor Repair Services

Date: September 22, 2021

This memo is to advise you that an RFP for Vehicle Maintenance and Minor Repair Services was issued. After all proposals were reviewed and evaluated, it is being recommended that OHA award contracts to East Bay Auto Repair and Quality Auto Service, Inc. for all services and to Mobile Fleetcare LLC for preventative maintenance services that can be performed on OHA sites including but not limited to oil changes, fluid replacements and vehicle inspection services.

Background

The Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021. A total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane. The RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021. Three companies responded by the deadline of July 6, 2021. All three responsive proposals were evaluated by the Evaluation Committee on September 9, 2021.

A panel comprised of three individuals convened on Thursday, September 9, 2021 to evaluate and rate each of the proposals. Two of the participating panelists are employees of the Oakland Housing Authority and one is an employee of Alameda County.

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding contracts to each of the firms with the contract for Mobile Fleetcare, LLC being limited to services that can be performed on the OHA sites.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding contracts to the below firms:

- East Bay Auto Repair
- Quality Auto Service, Inc.
- Mobile Fleetcare, LLC

It is recommended that the scope of the contract for Mobile Fleetcare be limited to preventative maintenance services that can be performed on OHA sites including but not limited to oil changes, fluid replacements and vehicle inspection services.

Debarment: The recommended firms have not been debarred or limited from participating in federally funded projects.

Insurance Requirement: Copies of Commercial, General, Automobile, and Errors and Omissions Liability Insurance (naming the Oakland Housing Authority as additionally insured) along with Workers' Compensation Insurance shall be requested and received by CCGS for this project. The contracted firm shall be responsible for collecting and forwarding all insurance documents from its subcontractors to CCGS.

Section 3: The Oakland Housing Authority expects the selected contractor to make a good faith effort to comply with the Section 3 Policy. Please refer to "**Section 3 Requirements - Oakland Housing Authority Economic Opportunities Policy**". Contractor must be in compliance with the Section 3 of the Housing Act of 1968, as amended regarding the provision of training and employment opportunities for low-income persons, with priority to residents of the Oakland Housing Authority public housing. The Oakland Housing Authority Project Manager and Labor Compliance/Section 3 Officer will monitor Consultant's compliance with Section 3 requirements.

Available Upon Request: ***Section 3 Requirements – Oakland Housing Authority Economic Opportunities Policy.***

Approved:

Not Approved:

DocuSigned by:

 722CF180EE19AAT1

 Patricia Wells
 Executive Director

9/28/2021

 Date

 Patricia Wells
 Executive Director

 Date

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZATION TO EXECUTE A THREE-YEAR CONTRACT WITH TWO ONE-YEAR
OPTION TERMS WITH QUALITY AUTO SERVICE, INC. FOR VEHICLE MAINTENANCE
AND MINOR REPAIRS IN AN AMOUNT NOT-TO-EXCEED \$201,000, FOR THE INITIAL
THREE-YEAR TERM, AND \$67,000 FOR EACH ONE-YEAR OPTION TERM, FOR A
TOTAL AMOUNT NOT TO EXCEED \$335,000**

WHEREAS, the Oakland Housing Authority (OHA) has a need to provide as-needed and routine vehicle maintenance and minor repair services on OHA owned vehicles; and

WHEREAS, the Authority issued RFP #21-010 in accordance with the Oakland Housing Authority's Procurement Policy on May 27, 2021; and

WHEREAS, a total of 746 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane; and

WHEREAS, the RFP was also publicly posted on the Oakland Housing Authority's website on May 27, 2021 and in the local newspapers from June 1, 2021 to June 11, 2021; and

WHEREAS, three companies responded by the deadline of July 6, 2021 and their proposals were evaluated by the Evaluation Committee on September 9, 2021; and

WHEREAS, a panel comprised of three individuals, two employees of the Authority and one employee from Alameda County, convened on Thursday, September 9, 2021, to evaluate and rate the three proposals; and

WHEREAS, the panelist scores were averaged resulting in one final score for each company and the Evaluation Committee recommended awarding contracts to each of the firms, including Quality Auto Service, Inc.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners authorize the Executive Director to execute a contract with Quality Auto Service, Inc. for vehicle maintenance and minor repair services in an amount not-to-exceed \$201,000, for the initial three-year term and \$67,000 for each one-year option term for a total amount not-to-exceed \$335,000; and

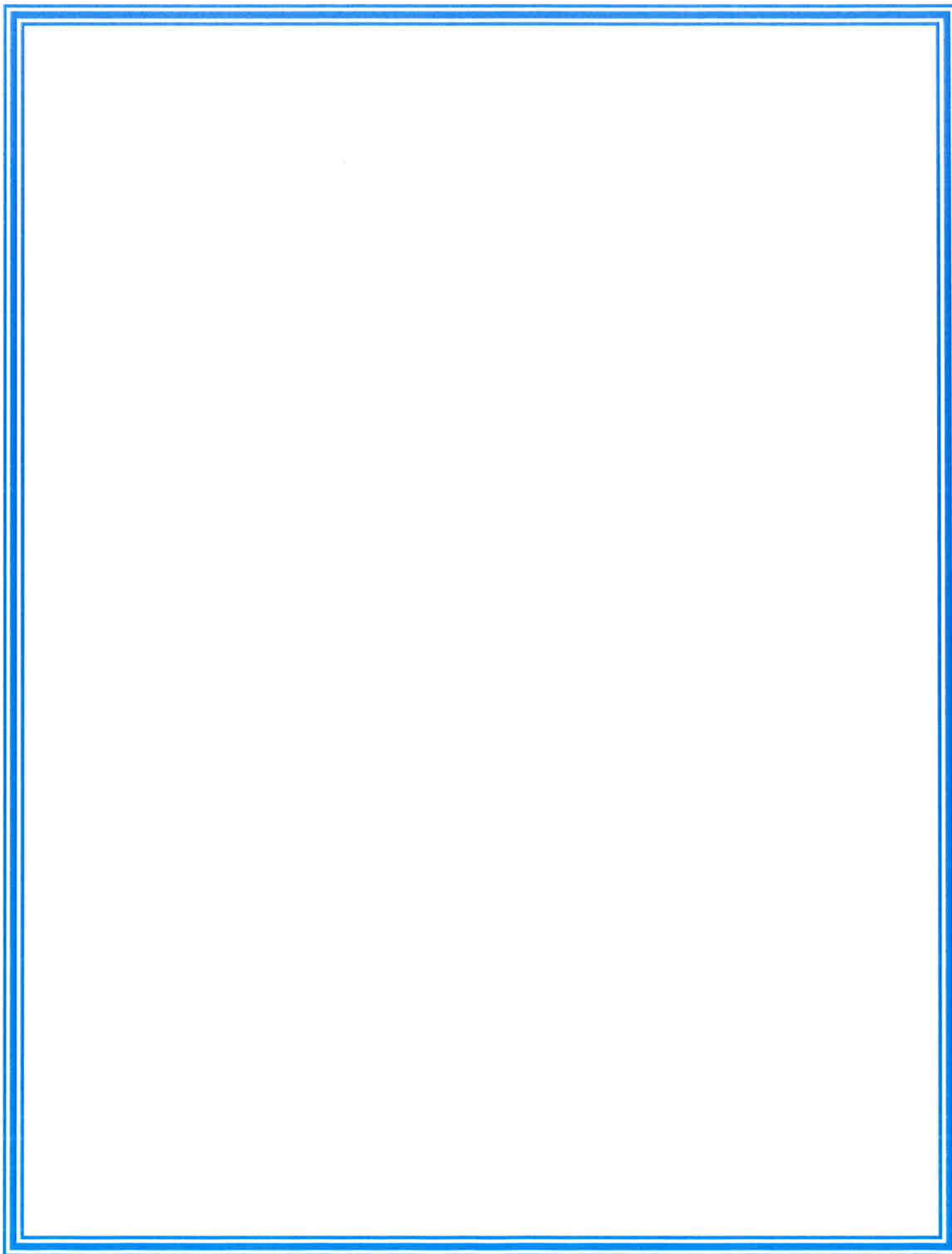
THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is a full, true and correct
copy of a resolution passed by the Commissioners of the Housing Authority
Of the City of Oakland, California on December 06, 2021.*

Secretary

ADOPTED:

RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Authorization to execute a one-year term contract with Bureau Veritas Technical Assessments LLC. for a Physical Needs Assessment and Energy Audit for the OHA public housing units including the administrative buildings in an amount not to exceed \$59,675.

Date: December 6, 2021

Purpose: Authorizing the Executive Director to implement a one-year contract with Bureau Veritas Technical Assessments LLC., to provide a Physical Needs Assessment and Energy Audit for the Oakland Housing Authority (OHA) public housing units including the administrative buildings, in an amount not to exceed \$59,675.

Funding: Funds of \$59,675 are included in the FY 2022 approved budget under GL Code 4430-99-000 for a Physical Needs Assessment and Energy Audit services.

Background

Oakland Housing Authority (OHA) issued RFP #21-028 in an effort to obtain vendors that can provide a Physical Needs Assessment and Energy Audit (PNA) of the Authority public housing units including administrative buildings and Oakland Affordable Housing Preservation Initiatives (OAHPI) contracted managed site portfolio. The Authority requires a systematic review all of the major physical components of property to prepare a comprehensive Physical Needs Assessment of its portfolio. The resulting report will provide sufficient detail, supporting documentation, and expert insights to enable staff to immediately prioritize projects for renovation and replacement of building systems. Staff will also use the report as a strategic planning and budgeting tool to identify future building needs and costs to optimize management of its portfolio. The Authority expects that the PNA will provide an evaluation of the remaining useful life of major systems, livability, street and landscape improvements, as well recommendations for improvement by property site. The last PNA conducted was in 2015 and an updated review is needed in order to properly address the Capital Maintenance needs and projects in an organized and systematic manner.

To accomplish this, staff issued a Request for Proposals (RFP) to solicit a vendor to bid on both the OHA portfolios including the administrative buildings and OAHPI-managed

sites. RFP #21-028 was issued in accordance with OHA Procurement Policy on September 29, 2021. The RFP was publicly posted on the Oakland Housing Authority's website as well as on the Housing Agency Marketplace site. A total of 895 vendors were notified on the Infolane website, and 302 vendors were notified on the Housing Agency Marketplace website resulting in views by nine potential vendors. One (1) firm submitted a proposal by the deadline of 10:00 a.m., October 28, 2021.

Expertise and Skill set:

Bureau Veritas Technical Assessments LLC (BVTA) is a nationally known and recognized professional service-consulting firm and is extremely knowledgeable of federal HUD rules and regulations. BVTA has worked with over 250 Housing Authorities and completed almost 3,000 separate projects providing physical needs assessments, energy audits, RAD physical condition assessments, ADA compliance, and environmental services in the last five years. BVTA also has extensive experience in California -- they have completed over 20,700 assessment and project management projects in the state.

Similar California clients include:

- Housing Authority of the County of Los Angeles, CA
- Housing Authority of the City of Los Angeles, CA
- San Diego Housing Commission, CA
- Fresno Housing Authority, CA
- Housing Authority of the County of Santa Cruz, CA
- Kern County Housing Authority, CA
- Kings County Housing Authority, CA
- Housing Authority of San Joaquin County, CA
- Regional Housing Authority of Sutter & Nevada Counties, CA
- Alameda County Housing Authority, CA
- Housing Authority of the City of South San Francisco, CA
- Sacramento Housing and Redevelopment Authority

Similar Non-California clients include but not limited to:

- Cincinnati Metropolitan Housing Authority
- New York City Housing Authority
- Housing Authority of Baltimore City
- Dallas Housing Authority, TX
- Chicago Housing Authority, IL
- Lucas Metropolitan Housing Authority, OH
- Detroit Housing Commission, MI

Scope:

As noted above, BVTA bid on the total OHA public housing units including the administrative buildings and the OAHPI-managed properties. The total cost for the

project is \$162,525. However, the cost being presented to the OHA Board of Commissioners for approval is \$59,675, which covers the 1046 public housing units and the eight administrative buildings.

Recommended:

It is recommended that the Board of Commissioners of the Housing Authority of the City of Oakland, adopt the attached resolution to authorize the Executive Director to execute a contract to Bureau Veritas Technical Assessments LLC. to provide a Physical Needs Assessment and Energy Audit at the Oakland Housing Authority public housing and administrative sites for a total contract amount not to exceed \$59,675.

Attachments: CCGS Memorandum
 Resolution



CONTRACT COMPLIANCE & GENERAL SERVICES (CCGS)

1619 Harrison Street, Oakland, CA 94612 * (510) 587-2166 / (510) 587-2124 FAX

INTEROFFICE MEMORANDUM

To: Duane Hopkins, Chief Officer of Program and Finance Administration & Acting Executive Director ^{DS}
DH

Through: Kris Warren, Interim Chief of Operations ^{DS}
Mark Schiferl, Director of Property Management ^{DS}
Bruce Brackett, Director of Capital Improvements ^{DS}
Daniel Mermelstein, CCGS Manager ^{DS}
MS
BB
DM

From: Jeff Muegge, Contract Specialist, CCGS ^{DS}
JM

Subject: CCGS Review Memo for RFP #21-028 Physical Needs Assessment and Energy Audit (Authority Wide)

Date: October 31, 2021

This memo is to advise you that a Request for Proposals (RFP) for Physical Needs Assessment and Energy Audit (Authority Wide) was issued on September 29, 2021. After a review of the proposal received on October 28, 2021, CCGS has determined that Bureau Veritas Technical Assessments LLC. proposal is both responsive and responsible and capable of providing the Physical Needs Assessment and Energy Audit (Authority Wide) services requested.

Background

Oakland Housing Authority (OHA) issued RFP #21-028 in an effort to obtain vendors that can provide a Physical Needs Assessment and Energy Audit (PNA) of the Authority public housing units including administrative offices and Oakland Affordable Housing Preservation Initiatives (OAHPI) contracted managed site portfolio. The Authority requires a systematic review all of the major physical components of property to prepare a comprehensive Physical Needs Assessment of its portfolio that results in a report with sufficient detail, supporting information, and expert insights so that the Authority can immediately prioritize projects for renovation and replacement and serve as a strategic planning and budgeting tool that assists the Authority with planning for future needs and costs to meet those needs determining how to best manage its portfolio. The Authority expects that the PNA will provide an evaluation of the remaining useful life of major systems, livability, street and landscape improvements, and other property features; and provide recommendations for improvement by property. The last PNA conducted was in 2015 and an updated review is needed in order to properly address the Capital Maintenance needs and projects in an organized and systematic manner.

To accomplish this, the RFP was created for a vendor to bid on both the OAHPI and OHA portfolios including the Administrative buildings. RFP #21-028 was issued in accordance with

OAHPI's Procurement Policy on September 29, 2021. The RFP was publicly posted on the Oakland Housing Authority's website as well as on the Housing Agency Marketplace site. A total of 895 vendors were notified on the Infolane website and a 302 vendors notified on Housing Agency Marketplace website with a total of 9 viewers. One (1) firm submitted a proposal by the deadline of 10:00 a.m., October 28, 2021.

OAHPI Procurement Policy states, "*OAHPI may purchase goods and services through non-competitive negotiations when it is determined in writing by the Executive Director of OAHPI or their designee that competitive negotiation or bidding is not feasible.... The Executive Director or their designee determines it is in the best business interest of OAHPI and/or its residents.* OAHPI is recommending entering into a contract with Bureau Veritas Technical Assessments LLC. as allowed by OAHPI's procurement policy.

Recommended:

It is recommended that Oakland Affordable Housing Preservation Initiatives award contract to Bureau Veritas Technical Assessments LLC. to provide a Physical Needs Assessment and Energy Audit at the OAHPI contract managed properties.

Insurance Requirement: Copies of General, Automobile, and Worker's Comp Insurance (naming The Oakland Affordable Housing Preservation Initiatives (OAHPI) as additionally insured) shall be requested and received by CCGS for this project. The contracted firm shall be responsible for collecting and forwarding all insurance documents from its subcontractors to CCGS.

Approved:

Not Approved:

DocuSigned by:

 EAE247F1F7F543A...
 Duane Hopkins
 Acting Executive Director

11/1/2021

 Date

 Duane Hopkins
 Acting Executive Director

 Date

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZATION TO EXECUTE A ONE-YEAR CONTRACT WITH BUREAU VERITAS
TECHNICAL ASSESSMENTS, LLC TO PROVIDE A PHYSICAL NEEDS ASSESSMENT
AND ENERGY AUDIT SERVICES AT OHA PUBLIC HOUSING UNITS INCLUDING THE
ADMINISTRATIVE BUILDINGS IN AN AMOUNT NOT-TO-EXCEED \$59,675**

WHEREAS, the Oakland Housing Authority (OHA) has public housing units including administrative buildings in need of a physical needs assessment and energy audit related services; and

WHEREAS, The Oakland Housing Authority (OHA) issued RFP #21-028 in an effort to obtain vendors that can provide a physical needs assessment and energy audit services of OHA public housing units and administrative buildings; and

WHEREAS, RFP #21-028 was issued in accordance with OHA Procurement Policy on September 29, 2021; and the RFP was publicly posted on the OHA's website as well as on the Housing Agency Marketplace site; and

WHEREAS, RFP #21-028 scope was inclusive of both OAHPI and OHA's portfolios comprised of 1539 units and 1046 units respectively and 8 administrative buildings; and

WHEREAS, one (1) firm submitted a proposal by the deadline of 10:00 a.m., October 28, 2021; and

WHEREAS, the one (1) firm submitted is Bureau Veritas Technical Assessments, LLC (BVTA), who is a nationally known and recognized professional service, has worked with over 250 Housing Authorities and completed almost 3,000 separate projects providing

physical needs assessments, energy audits, RAD physical condition assessments, ADA compliance, and environmental services in the last five years, including completing over 20,700 assessment and project management projects in the State of California; and

WHEREAS, since a competitive procurement was conducted resulting in one (1) firm and given that the response was determined by staff as both advantageous and responsive to the OHA's requirements, OHA is recommending entering into a contract with Bureau Veritas Technical Assessments LLC., as allowed by OHA's procurement policy; and

WHEREAS, Bureau Veritas Technical Assessments bid on the total OHA public housing units including the administrative buildings and OAHPI's portfolio with a total cost for the project is \$162,525; and

WHEREAS, the OHA board will only be approving the scope of work that applies to the OHA public housing units and administrative buildings, which is \$59,675 and covers 1046 units and 8 administrative buildings.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners authorizes the Executive Director to contract with Bureau Veritas Technical Assessments LLC. to provide a Physical Needs Assessment and energy audit of the OHA public housing units and administrative buildings in the amount not to exceed \$59,675; and

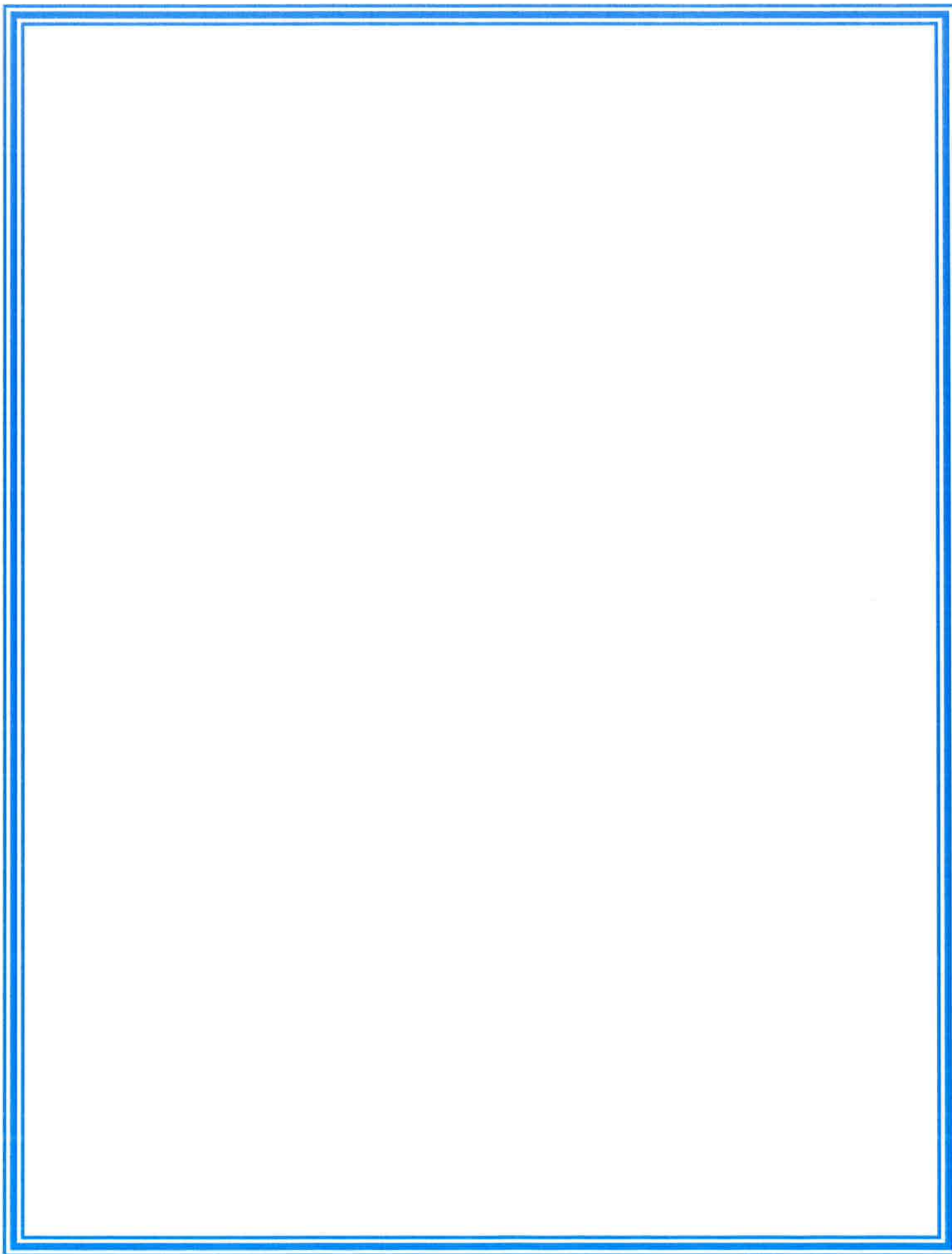
THAT, the Executive Director is authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is a full, true and correct
copy of a resolution passed by the Board of Commissioners of the Housing Authority
of the City of Oakland, California on December 6, 2021.*

Secretary

ADOPTED:

RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Resolution authorizing the Executive Director to enter into an Exclusive Negotiating Agreement with Mandela Station, LLC, for the Mandela Station Affordable development.

Date: December 6, 2021

Purpose: This action will authorize the Executive Director to enter into an Exclusive Negotiating Agreement with Mandela Station, LLC, to govern negotiations on the Authority's potential participation in the Mandela Station Affordable development.

Funding: No funding is required for this action.

Background

Mandela Station Development Plan

The Oakland Housing Authority is considering partnering in the development of Mandela Station Affordable (MSA), a proposed development with 238 affordable units at the West Oakland BART Station. MSA is part of the larger "Mandela Station" development plan for the West Oakland BART Station.

BART is redeveloping many of its station parking lots into transit-oriented development (TOD) projects. TOD projects are higher density, often mixed-use development adjacent to transit. TOD locates housing and jobs near transit, potentially reducing the need for driving and increasing transit ridership. TOD projects have already been completed at the Fruitvale, MacArthur, and Coliseum BART Stations in Oakland. TOD projects are in the planning stages at the West Oakland and Lake Merritt Stations.

Planning for a TOD project at the West Oakland Station has been underway for a number of years. In 2015, BART entered into an Exclusive Negotiating Agreement with a Master Developer for the West Oakland Station TOD project, which is referred to as Mandela Station. The Mandela Station project includes four components:

- A. Redesigned BART entry plaza and retail space under BART tracks.
- B. Commercial/office building: 300,000 square foot, eight-story mid-rise building. The developers are currently looking at developing this building for use by the biotech or life sciences industry.
- C. Market-rate residential building: 500-unit, 30-story building.

D. Affordable residential building: 240-unit, seven-story building.

Each of the components would have retail space on the ground floor. There would be a total of 71,000 square feet of ground floor retail space across the four components.



Source: West Oakland Station Preliminary Development Plan, January 28, 2019

The Mandela Station project received planning entitlements from the City of Oakland. One of the conditions of approval of the project requires that the market-rate residential building may not be completed before the affordable residential building. This will provide assurance that the project will include both market-rate and affordable housing.

Mandela Station Affordable

MSA is being developed by a partnership of Strategic Urban Development Alliance (SUDA) and MacFarlane Development Company. SUDA is an Oakland-based developer that has completed office and residential projects in Oakland. MacFarlane is a San Francisco-based real estate development and investment company that has developed mixed-use, multifamily, retail, office, and hotel projects in urban markets including San Francisco, Washington, D.C., New York, Seattle, and Los Angeles.

The seven-story Mandela Station Affordable building is planned to include 238 affordable units and two manager units, with the following unit mix:

Unit Size	Number of Units
Studio	41
1 Bedroom	138
2 Bedroom	45
3 Bedroom	14
Total Affordable	238
Manager Units	2
Total Units	240

It is estimated that the project will have a \$193 million total development cost, with financing to come from the following sources:

- Federal and State Low Income Tax Credit equity,
- Permanent mortgage,
- California Affordable Housing and Sustainable Communities (AHSC) loan and grant funding,
- California Infill Infrastructure Grant (IIG) loan, and
- Deferred developer fee.

With the sources that have been identified, there is currently a \$38 million financing gap for MSA. The MSA developers approached the Authority with a request to provide financing to help complete the project. The Exclusive Negotiating Agreement (ENA) that would be authorized under this resolution would outline the process for further negotiations on the Authority's participation in MSA.

Exclusive Negotiating Agreement Framework

The ENA provides for a two-stage negotiating process. During Stage One, the Authority and the MSA developers would work to negotiate a Term Sheet, which would outline an agreement on the overall terms and conditions of the Authority's participation in the project. The negotiating period for Stage One would be four months, with the possibility of a 90-day extension.

If a Term Sheet is successfully negotiated, the negotiations will move to Stage Two. During Stage Two, the Authority and the developers would work to negotiate a Lease Disposition and Development Agreement (LDDA) for the project. The LDDA is a detailed, legally binding document that would contain an agreement for the Authority to lease land and provide financing to the MSA project. The LDDA would also establish the obligations of the developer to complete the project using the Authority's financing. As with Stage One, the negotiating period for Stage Two would be four months, with the possibility of a 90 day extension. Stage Two may also be extended if additional time is needed to complete the environmental documentation that would be required for the Authority to enter into an LDDA.

Authority Participation in MSA

The terms of the Authority's participation in MSA, including the amount of financing that the Authority will provide, will be negotiated under the ENA. However, the Authority and the MSA developers have already agreed to a number of general principles that will guide the negotiations.

Economic Contribution

It is expected that the Authority would provide economic assistance to the project in the form a long-term loan and a commitment of Project-Based vouchers (PBVs). PBVs can help finance affordable housing developments by increasing the amount of rental income the project will generate, which in turn increases the size of mortgage the project can support.

Under the proposed ENA, the Authority would seek to provide \$28.3 million in total economic assistance to the project. The Authority would determine how to balance its economic contribution between PBVs and a loan based on ongoing reviews of the availability of the Authority's vouchers and cash reserves. The dollar value of economic assistance provided by PBVs would be calculated based on the increase in the size of the mortgage that could be supported by MSA with income from PBVs, compared to the size of mortgage that could be supported if the project had no PBVs.

\$28.3 million would be a larger dollar amount of economic assistance than the Authority has provided to other projects it has assisted. However, at 240 units, MSA would be the largest development partnership that the Authority has participated in. On a per-unit basis, this commitment is lower than the average level of assistance the Authority has provided to other projects.

The developers will continue to seek other financing sources to fill the approximate \$10 million balance of the project's financing gap. In addition, it is possible that changes in construction costs or changes in the market for tax credit equity will increase the financing gap.

Ground Lease

In the past when the Authority provided loans to other projects, it has also purchased the project site. This enabled the Authority to ensure that the site will be used for affordable housing for the long term. With Resolution No. 4936, the Board of Commissioners approved modifying the land ownership requirement to allow for participation in development partnerships on sites that are owned by other public agencies. When the land is owned by a public agency, the Authority may hold the land under a long-term ground lease instead of owning it outright.

BART has a policy of retaining ownership of the land under the TOD projects at BART stations, so it is not possible for the Authority to purchase the MSA site. Instead of purchasing the land, the Authority will seek to lease the MSA site from BART under a long-term ground lease and then sublease the land to the MSA development. The term of the ground lease is likely to be 99 years. This would provide the Authority with control over the site for the duration of its lease, subject to any limitations in its lease agreement with BART.

Other Principles

The proposed ENA will include a number of other principles for the Authority's participation in MSA. These principles are designed to ensure that the overall Mandela Station development provides the maximum possible benefit to the Authority and its residents.

These principles include:

- An option to provide rent-restricted units in the market rate residential tower at Mandela Station in exchange for a payment to offset the reduction in financing capacity that would result from reducing the rent for those units.
- An option for the Authority to lease one of the ground-floor commercial spaces in MSA at rate not to exceed half of the fair market rent. Possible uses for this space could include for a West Oakland satellite office for OHA or subleasing it to a community-based non-profit for job training, retail operations, or a business incubator space.
- A goal to have at least ten percent of the on-site management and operating staff for the overall Mandela Station Development be OHA residents.
- At the end of the 15-year tax credit compliance period, the option to purchase the development or to acquire the tax credit investor's interest in the development partnership, which would allow the Authority to become the owner of a greater than 99 percent share of the development. Most development projects the Authority has participated in include this option.

The ENA would not make any commitments for the Authority to provide financing or otherwise participate in the MSA project. Additional approval from the Board of Commissioners would be required before the Authority enters into any binding commitments. If the Authority and the MSA developers cannot come to mutually agreeable terms and conditions of the Authority's participation in the project, the ENA would be may terminated by either party without penalty.

Recommended Action

It is recommended that the Board of Commissioners adopt the proposed resolution authorizing the Executive Director to enter into an Exclusive Negotiating Agreement with Mandela Station, LLC, to negotiate the Authority's potential participation in the Mandela Station Affordable development.

Attachments: Resolution No. 4936
 Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Mark Tortorich

Seconded by Commissioner; Vice-Chair Anne Griffith

and approved by the following vote:

AYES: Commissioners Tortorich, Griffith, Castillo, Montgomery, Wright, Hartwig,
Jung-Lee

NAYS: 0

ABSTAIN: 0

ABSENT: 0

EXCUSED: 0

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: 4936

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO MODIFY THE
AUTHORITY'S LAND OWNERSHIP REQUIREMENT FOR AFFORDABLE
HOUSING PARTNERSHIPS TO ALLOW THE AUTHORITY TO NEGOTIATE
LONG-TERM GROUND LEASES FOR SITES OWNED BY OTHER PUBLIC
AGENCIES WHERE THE LAND CANNOT BE PURCHASED, CONTINGENT ON
THE LEASE HAVING TERMS FAVORABLE TO THE AUTHORITY**

WHEREAS, the Authority, through its Office of Real Estate Development has participated as a financing and development partner in seventeen (17) affordable housing developments totaling 1,946 units since 2003; and

WHEREAS, the following terms have provided a starting framework to all negotiations with prospective partners: the purchase and ownership of the land and conveyance of the land through a long term ground lease to the developer; the option and first right of refusal to purchase the limited partner's ownership interests in a tax credit project; up to 50% of a project's predevelopment financing needs; possible capital funds as a permanent, subordinate, residual receipts loan; a portion of the owner's developer fee to cover the Authority's project-related expenses; and possible Project-Based Section 8 Vouchers; and

WHEREAS, while many of these terms have been negotiable, the Authority has not previously been flexible with regards to its ownership of the land and the conveyance of the land to the affordable developer through a ground lease as a means of ensuring that the property remains as a permanent resource for affordable housing in exchange for our financial participation and partnership; and

WHEREAS, the Authority has recently been approached by interested affordable developers who are requesting our partnership and financing assistance but whose project sites are owned by public agencies who wish to retain their land ownership; and

WHEREAS, these public agencies are interested in redeveloping their properties for non-agency uses but they also desire to maintain their own ownership and to convey their land via their own ground leases; and

WHEREAS, staff asserts that in such situations, it may be in the Authority's interest to explore potential partnerships whereby the Authority would enter into lease negotiations for affordable housing sites with other public agencies with whom a land purchase cannot be negotiated and in turn, sublease the site to a developer/owner; and

WHEREAS, the terms would be negotiated on a case by case basis, but at a minimum, the term of such ground lease would be 75 years or longer, the sub-ground lease to the developer would restrict the use of the site for the purposes of providing affordable housing to lower income individuals and families through the duration of the lease, and the Authority would have sufficient control over the site and the project to ensure that the Authority's affordable housing goals would be realized.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA;

THAT, the Board hereby approves a modification to the Authority's standard land ownership requirement for affordable housing partnerships to allow the Authority to negotiate long-term ground leases for affordable housing sites owned by other public agencies in cases where the land cannot be purchased, contingent on the lease having terms favorable to the Authority;

THAT, the Executive Director is authorized to take all steps necessary to implement this resolution.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on September 28, 2020



Patricia Wells, Secretary/Executive Director

ADOPTED: September 28, 2020

RESOLUTION NO. 4936

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN
EXCLUSIVE NEGOTIATING AGREEMENT WITH MANDELA STATION, LLC, FOR
THE MANDELA STATION AFFORDABLE DEVELOPMENT**

WHEREAS, the Oakland Housing Authority (the Authority) is considering partnering in the development of Mandela Station Affordable (MSA), a proposed development with 238 affordable units at the West Oakland BART Station; and

WHEREAS, MSA is expected to have a \$193 million total development cost, with financing to come from sources including federal and state Low Income Tax Credit equity, a permanent mortgage, loans from California Department of Housing and Community programs, and deferred developer fee; and

WHEREAS, with the sources that have been identified, there is currently estimated to be a \$38 million financing gap for MSA; and

WHEREAS, the MSA developers approached the Authority with a request to provide financing in the form of Project-Based Section 8 Vouchers and a long-term loan to help complete the project; and

WHEREAS, if the Authority will provide financing for MSA, detailed terms and conditions of the Authority's participation in the project will need to be negotiated; and

WHEREAS, if agreement is reached on the terms and conditions of the Authority's participation in MSA, it is anticipated that they would be memorialized in a Lease Disposition and Development Agreement (LDDA); and

WHEREAS, an Exclusive Negotiating Agreement (ENA) between the Authority and the developers of MSA would provide a framework and mutual expectations for the negotiation of the LDDA; and

WHEREAS, further approval from the Board of Commissioners would be required before the Authority could make binding commitments to provide financing to the MSA development.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners authorizes the Executive Director to enter into an Exclusive Negotiating Agreement with Mandela Station, LLC, to establish procedures and standards by which the Authority and Mandela Station, LLC, may negotiate documentation memorializing the Parties' agreements for participation in the Project; and

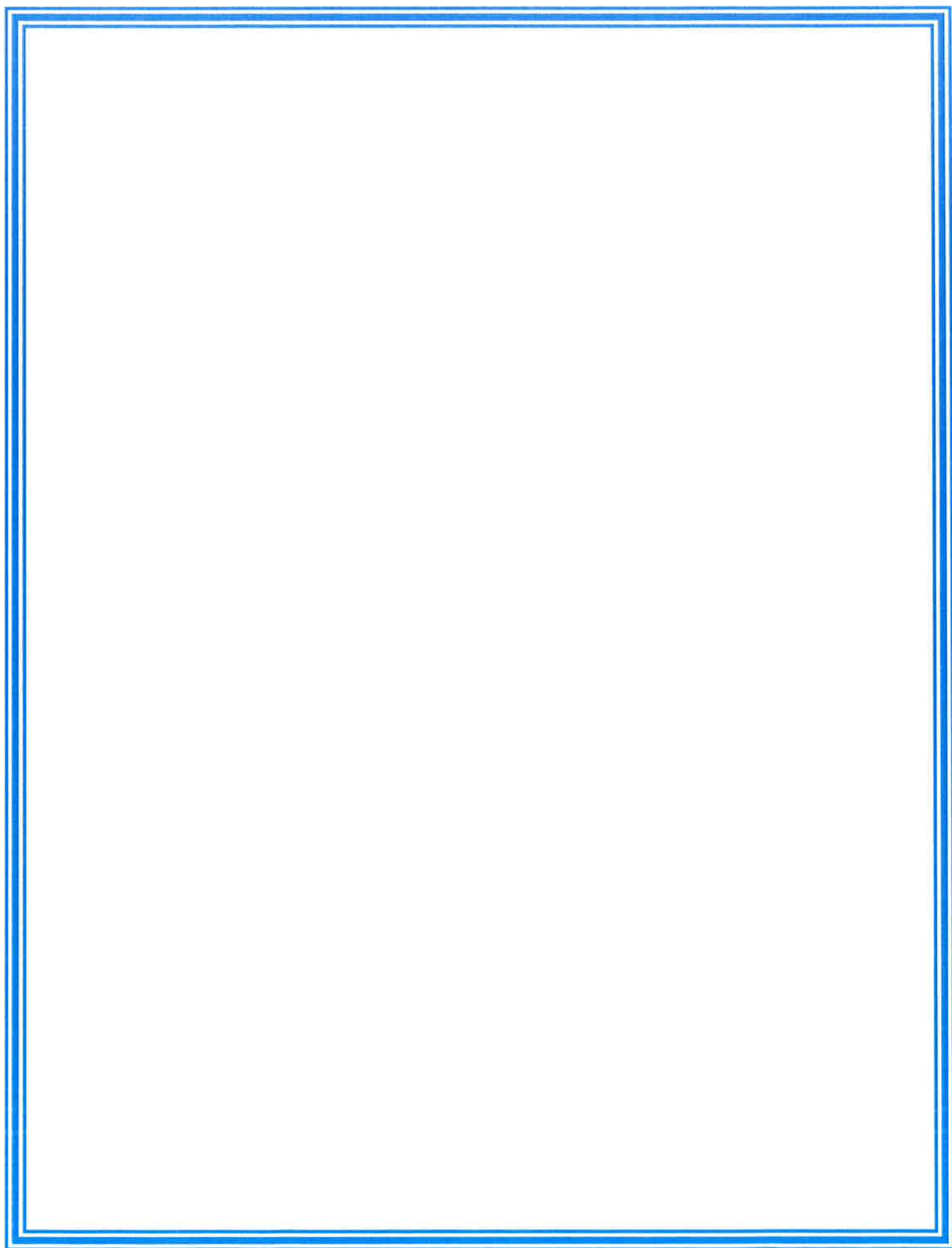
THAT, the Executive Director is authorized to negotiate documents and execute the foregoing actions, with the advice of counsel, and to take all actions necessary and appropriate to implement the foregoing resolution.

*I certify that the foregoing resolution is a full, true and correct copy
of a resolution passed by the Commissioners of the Housing Authority
of the City of Oakland, California on December 06, 2021.*

Secretary

ADOPTED:

RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Resolution authorizing the Executive Director to execute a Continuing Project Operations and Exclusive Negotiation Rights Agreement for Mandela Gateway.

Date: December 6, 2021

Purpose: This action authorizes the Executive Director to execute an agreement with the General Partner of Mandela Gateway to clarify the ongoing rights of the Authority and the remaining partners to purchase the project and to establish a process that would be followed if the Authority wishes to purchase the General Partner interest in Mandela Gateway in the future.

Funding: No funding is needed for this action. This action does not authorize any expenditures. The Continuing Project Operations and Exclusive Negotiation Rights Agreement would establish a fee to be paid to the General Partner if the Authority elects to purchase the General Partner interest at some time in the future.

Background

Mandela Gateway Apartments (Mandela Gateway) is an affordable housing development in West Oakland. Mandela Gateway was created through a HOPE VI revitalization of a former public housing development called Westwood Gardens. Westwood Gardens included 46 public housing units. The Authority purchased a number of parcels adjacent to Westwood Gardens and assembled a development parcel large enough to build 168 apartments. The Oakland Housing Authority (the Authority) selected BRIDGE Housing Corporation (BRIDGE) to develop and operate Mandela Gateway. An affiliate of BRIDGE, BRIDGE Housing Ventures, Inc., is the General Partner of Mandela Gateway Associates, the Limited Partnership that owns Mandela Gateway. Mandela Gateway opened in 2004.

Chestnut Linden, Inc. (CLI), is a nonprofit entity jointly controlled by BRIDGE and the Authority. BRIDGE appoints three of the five board members of CLI, and the Authority appoints the other two board members. CLI is a Special Limited Partner in Mandela Gateway Associates.

At the end of the 15-year Low Income Housing Tax Credit compliance period, it is common for the sponsor or developer of a tax credit project to buy out the investor limited partners (ILPs). Under the Purchase Option Agreement (Option Agreement) for Mandela

Gateway, the Authority held the first option to purchase Mandela Gateway Apartments. CLI also holds an option to purchase the development, and BRIDGE Housing Ventures, Inc., has a right of first refusal to purchase the property under certain circumstances.

The Option Agreement allows the Authority or CLI to purchase the project outright. However, this action would result in the dissolution of the Limited Partnership and the distribution of the project's operating and replacement reserves. A preferred method for the Authority to assert its right to control the project and allow for the investor to exit after the tax credit compliance period is to acquire only the ILPs' interest in the partnership. This leaves the limited partnership intact with BRIDGE Housing Ventures, Inc., still in place as the General Partner.

The Authority and the ILPs have executed an agreement to have an affiliate of the Authority, OHA Development, LLC, purchase the ILPs' interest for \$1.00 on or before December 31, 2021. The purchase of the ILPs' interest was authorized by the Board of Commissioners by Resolution No. 4817, adopted on June 25, 2018, and Resolution No. 4995, adopted on September 27, 2021.

While purchasing the ILPs' interest in the partnership will achieve an outcome similar to having the Authority purchase the project outright, the Authority technically will not have exercised its option to purchase the project under the Purchase Option Agreement. Since the Authority will not have exercised its option to purchase the project, CLI could still exercise its secondary option.

While there are no current plans to reposition Mandela Gateway, under the proposed Continuing Property Operations and Exclusive Negotiation Rights Agreement, the Authority and BRIDGE would establish a number of terms and conditions for any future repositioning of the project. Repositioning actions could include refinancing the project's debt, resyndicating and rehabbing the project with a new tax credit partnership, or changes in the ownership of the project.

Under the proposed agreement, BRIDGE and the Authority would agree that:

- CLI and BRIDGE Housing Ventures, Inc., will terminate any claims they may have to exercise any option or first refusal rights to acquire the project.
- The Authority or its affiliate will have an option to purchase BRIDGE's General Partner interests for a specified disposition fee.
- Before the Authority exercises its rights to purchase BRIDGE's General Partner interest, the Authority and BRIDGE will engage in a period of good faith and exclusive negotiations to attempt to agree to terms under which they would participate in a new partnership to reposition the project.

If the Authority wishes to exercise the option to purchase BRIDGE's General Partner interests at some point in the future and the purchase price is greater than the Executive Director's procurement authority, approval from the Board of Commissioners would be required.

It is important to note that, while the Authority is seeking to preserve its right to purchase BRIDGE's General Partner interest in Mandela Gateway through the Continuing Property Operations and Exclusive Negotiation Rights Agreement, the Authority also seeks to maintain its productive and valued partnership with BRIDGE as the manager and operator of Mandela Gateway.

Recommended Action

It is recommended that the Board of Commissioners adopt the proposed resolution authorizing the Executive Director to execute a Continuing Project Operations and Exclusive Negotiation Rights Agreement for Mandela Gateway.

Attachments: Resolution No. 4817
 Resolution No. 4995
 Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Anne Griffith

Seconded by Commissioner: Barbara Montgomery

and approved by the following vote:

AYES: Commissioners Montgomery, Griffith, Hurd, Hartwig, Jung-Lee, Castillo, Griggs-Murphy

NAYS: 0

ABSTAIN: 0

ABSENT: 0

EXCUSED: 0

THE FOLLOWING RESOLUTION WAS ADOPTED: NUMBER: 4817

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXERCISE THE
OAKLAND HOUSING AUTHORITY OPTION OR RIGHT OF FIRST REFUSAL AND
NEGOTIATE IN CONJUNCTION WITH BRIDGE HOUSING CORPORATION TO
PURCHASE CHESTNUT COURT AND MANDELA GATEWAY APARTMENTS, OR
TO PURCHASE THE INVESTOR LIMITED PARTNER'S INTEREST IN CHESTNUT
COURT AND MANDELA GATEWAY APARTMENTS**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) awarded the Oakland Housing Authority (Authority) 1998 and 1999 HOPE VI revitalization grants for Chestnut Court and Mandela Gateway, respectively; and

WHEREAS, the Authority selected BRIDGE Housing Corporation (BRIDGE) to develop and operate the Chestnut Court and Mandela Gateway revitalization projects; and

WHEREAS, the Chestnut Court HOPE VI revitalization project included the demolition of 83 public housing (PH) units and the construction of a 151 unit new development called Chestnut Linden Apartments; and

WHEREAS, the 151 units are on two sites that are located one block away from each other; and

WHEREAS, Chestnut Court is the original public housing site and Linden is a smaller site that BRIDGE owned when they were selected as the developer; and

WHEREAS, the Chestnut Court land is owned by the Authority and was leased to Chestnut Linden Associates, the owner of Chestnut Linden Apartments, a tax credit limited partnership; and

WHEREAS, BRIDGE conveyed the Linden land directly to the limited partnership; and

WHEREAS, all 151 units are regulated by 9% tax credits and AHP; and

WHEREAS, BRIDGE Housing Ventures, Inc. is the Managing General Partner (.009%) of Chestnut Linden Associates and is an affiliate of BRIDGE; and

WHEREAS, the Special Limited Partner is Chestnut Linden Inc. (CLI) (.001%) the Investor LP is Alliant Tax Credit (99.98%), and the Administrative LP is Alliant Capital Ltd. (0.01%); and

WHEREAS, the Special Limited Partner, CLI, is comprised of BRIDGE and the Authority; there are five seats on the CLI Board; three are filled by BRIDGE and two by the Authority; and

WHEREAS, the Authority executed a Purchase Option Agreement and Right of First Refusal (ROFR) for the Chestnut improvements on February 1, 2002 and holds the first option to purchase Chestnut Court until September 1, 2018; and

WHEREAS, CLI has the first option and ROFR for the Linden improvements; and

WHEREAS, the Mandela Gateway HOPE VI revitalization included the demolition of 46 PH units on a former public housing development site called Westwood Gardens the Authority also purchased a number of parcels adjacent to Westwood Gardens and assembled a development parcel large enough to build 168 new units; and

WHEREAS, the Authority leased the land to Mandela Gateway Associates, the tax credit limited partnership that owns the Mandela Gateway improvements; and

WHEREAS, BRIDGE Housing Ventures, Inc. is the Managing General Partner (.009%); the Special LPs are CLI (.001%) and RCHP SLP III LP (.01%); and

WHEREAS, the Investor LP interest was originally owned by a Related Company entity who has since sold their interest to Alden Torch; and

WHEREAS, the Authority executed a Purchase Option Agreement and Right of First Refusal (ROFR) for the Mandela Gateway improvements on February 1, 2003 and holds the first option to purchase Mandela Gateway until July 1, 2021; and

WHEREAS, the Authority and BRIDGE have agreed to begin negotiations with the Investor Limited Partners; and

WHEREAS, the Chestnut Linden and Mandela Gateway properties have different option deadlines, Investor Limited Partners and financial conditions; and

WHEREAS, the Authority option on the Chestnut Court property expires in September 2018; and

WHEREAS, the Authority and BRIDGE plan to start negotiations with the Chestnut Linden Investor Limited Partner in June 2018 with the expectation of completing the acquisition process by the end of 2018; and

WHEREAS, while the Authority's option on Mandela Gateway does not expire until July 1, 2021, OHA and BRIDGE plan to start negotiations so that the option can be exercised as early as feasible.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY
OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners authorizes the Executive Director to exercise the Oakland Housing Authority option or right of first refusal and negotiate in conjunction with BRIDGE Housing Corporation to purchase Chestnut Court and Mandela Gateway apartments, or to purchase the investor Limited Partner's interest in Chestnut Court and Mandela Gateway apartments, subject to the amounts authorized for such purpose in the FYE 2019 approved budget; and

THAT, the Executive Director is authorized to execute new or amended partnership, option or other project documents on behalf of the Oakland Housing Authority in connection with the exercise of the existing Chestnut and Mandela ROFR consistent with this resolution and the accompanying Board of Commissioners Memorandum; and

THAT, the Executive Director, on behalf of the Oakland Housing Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I certify that the foregoing resolution is a full, true and correct copy
of a resolution passed by the Commissioners of the Housing Authority
of the City of Oakland, California on June 25, 2018.*



Eric Johnson, Secretary / Executive Director

ADOPTED: June 25, 2018

RESOLUTION NO. 4817

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner: Mark Tortorich

Seconded by Commissioner: Lynette Jung-Lee

and approved by the following vote:

AYES: Hartwig, Griffith, Castillo, Jung-Lee, Wright, Montgomery, Tortorich

NAYS: 0

ABSTAIN: 0

ABSENT: 0

EXCUSED: 0

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER: 4995

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ASSIGN THE
PURCHASE AND SALE AGREEMENT FOR THE INVESTOR LIMITED PARTNERS'
INTERESTS IN MANDELA GATEWAY ASSOCIATES FROM THE AUTHORITY TO
OHA DEVELOPMENT LLC AND AUTHORIZING OHA DEVELOPMENT LLC TO
ACCEPT ASSIGNMENT AND PURCHASE THE LIMITED PARTNERS' INTEREST IN
MANDELA GATEWAY**

WHEREAS, Mandela Gateway Apartments is an affordable housing development in West Oakland that was created through a HOPE VI revitalization of a former public housing development called Westwood Gardens; and

WHEREAS, the Oakland Housing Authority (the Authority) owns the Mandela Gateway land and leased it to Mandela Gateway Associates, the tax credit partnership that owns the Mandela Gateway improvements; and

WHEREAS, Mandela Gateway Associates includes limited partners that provided equity funding to help develop the project in exchange for receiving Low Income Housing Tax Credits (LIHTC) and other tax benefits from owning a large share of the development; and

WHEREAS, the Authority held the first option to purchase the Mandela Gateway improvements from Mandela Gateway Associates or, as an alternative, to purchase the limited partners' interest in the partnership; and

WHEREAS, on June 25, 2018, the Board of Commissioners adopted Resolution No. 4817, authorizing the Executive Director to exercise the Authority's option to purchase the investor limited partners' interest in Mandela Gateway Associates; and

WHEREAS, the Authority and the partners in Mandela Gateway Associates negotiated a Purchase and Sale Agreement to sell the investor limited partners' interests in Mandela Gateway to the Authority; and

WHEREAS, the Authority determined that it is preferable to have its affiliate, OHA Development LLC, become the limited partner in Mandela Gateway Associates instead of the Authority; and

WHEREAS, OHA Development LLC is controlled directly by the Authority and as the sole member of the LLC the Board of Commissioners of the Authority can authorize actions to be taken by OHA Development LLC; and

WHEREAS, the Executive Director of the Authority can implement those actions.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**


THAT, the Board of Commissioners authorizes the Executive Director to assign the Purchase and Sale Agreement for the Investor Limited Partners' interests in Mandela Gateway Associates from the Authority to OHA Development LLC; and

THAT, the Board of Commissioners authorizes OHA Development LLC to accept assignment of the Purchase and Sale Agreement and to purchase the Investor Limited Partners' interests in Mandela Gateway Associates; and

THAT, Resolution No. 4817 remains in full force and effect except as modified by this resolution; and

THAT, the Executive Director is authorized to negotiate documents and execute the foregoing actions, with the advice of counsel, and to take all actions necessary and appropriate to implement the foregoing resolution.

*I certify that the foregoing resolution is a full, true and correct copy
of a resolution passed by the Commissioners of the Housing Authority
of the City of Oakland, California on September 27, 2021.*



Secretary / Executive Director

ADOPTED: September 29, 2021

RESOLUTION NO. 4995

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A
CONTINUING PROJECT OPERATIONS AND EXCLUSIVE NEGOTIATION RIGHTS
AGREEMENT FOR MANDELA GATEWAY**

WHEREAS, Mandela Gateway Apartments is an affordable housing development in West Oakland that was created through a HOPE VI revitalization of a former public housing development called Westwood Gardens; and

WHEREAS, the Oakland Housing Authority (the Authority) owns the Mandela Gateway land and leased it to Mandela Gateway Associates, the tax credit partnership that owns the Mandela Gateway improvements; and

WHEREAS, an affiliate of BRIDGE Housing Corporation, BRIDGE Housing Ventures, Inc., is the General Partner of Mandela Gateway Associates, the Limited Partnership that owns Mandela Gateway; and

WHEREAS, Chestnut Linden, Inc. (CLI), a nonprofit entity jointly controlled by BRIDGE and the Authority, is a Special Limited Partner in Mandela Gateway Associates; and

WHEREAS, at the end of the 15-year Low Income Housing Tax Credit compliance period, it is common for the sponsor or developer of a tax credit project to buy out the investor limited partners (ILPs); and

WHEREAS, under the Purchase Option Agreement (Option Agreement) for Mandela Gateway, the Authority held the first option to purchase Mandela Gateway Apartments; and

WHEREAS, CLI also holds an option to purchase the development; and

WHEREAS, BRIDGE Housing Ventures, Inc., has a right of first refusal to purchase the property under certain circumstances; and

WHEREAS, purchasing the project as authorized under the Option Agreement would result in the dissolution of the Limited Partnership and the distribution of the project's operating and replacement reserves; and

WHEREAS, a preferred method for the Authority to assert its right to control the project and allow for the investor to exit after the tax credit compliance period is to acquire the ILPs' interest in the partnership; and

WHEREAS, the Authority and the ILPs have executed an agreement to have an affiliate of the Authority, OHA Development, LLC, purchase the ILPs' interest for \$1.00 on or before December 31, 2021; and

WHEREAS, while purchasing the ILPs' interest in the partnership will achieve an outcome similar to having the Authority purchase the project outright, the Authority technically will not have exercised its option to purchase the project under the Purchase Option Agreement; and

WHEREAS, since the Authority will not have exercised its option to purchase the project, CLI could still exercise its secondary option; and

WHEREAS, BRIDGE and the Authority are proposing entering into a Continuing Project Operations and Exclusive Negotiation Rights Agreement to establish terms and conditions for any future repositioning of Mandela Gateway; and

WHEREAS, under this Agreement CLI and BRIDGE Housing Ventures, Inc., will terminate any claims they may have to exercise any option or first refusal rights to acquire the project; and

WHEREAS, the Agreement will establish terms and conditions under which the Authority could purchase BRIDGE's General Partner interests in Mandela Gateway Associates, including but not limited to an exclusive negotiating period and a disposition fee.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners authorizes the Executive Director to execute a Continuing Project Operations and Exclusive Negotiation Rights Agreement for Mandela Gateway; and

THAT, if the Authority wishes to exercise the option to purchase BRIDGE's General Partner interests at some point in the future and the purchase price is greater than the Executive Director's procurement authority, approval from the Board of Commissioners would be required; and

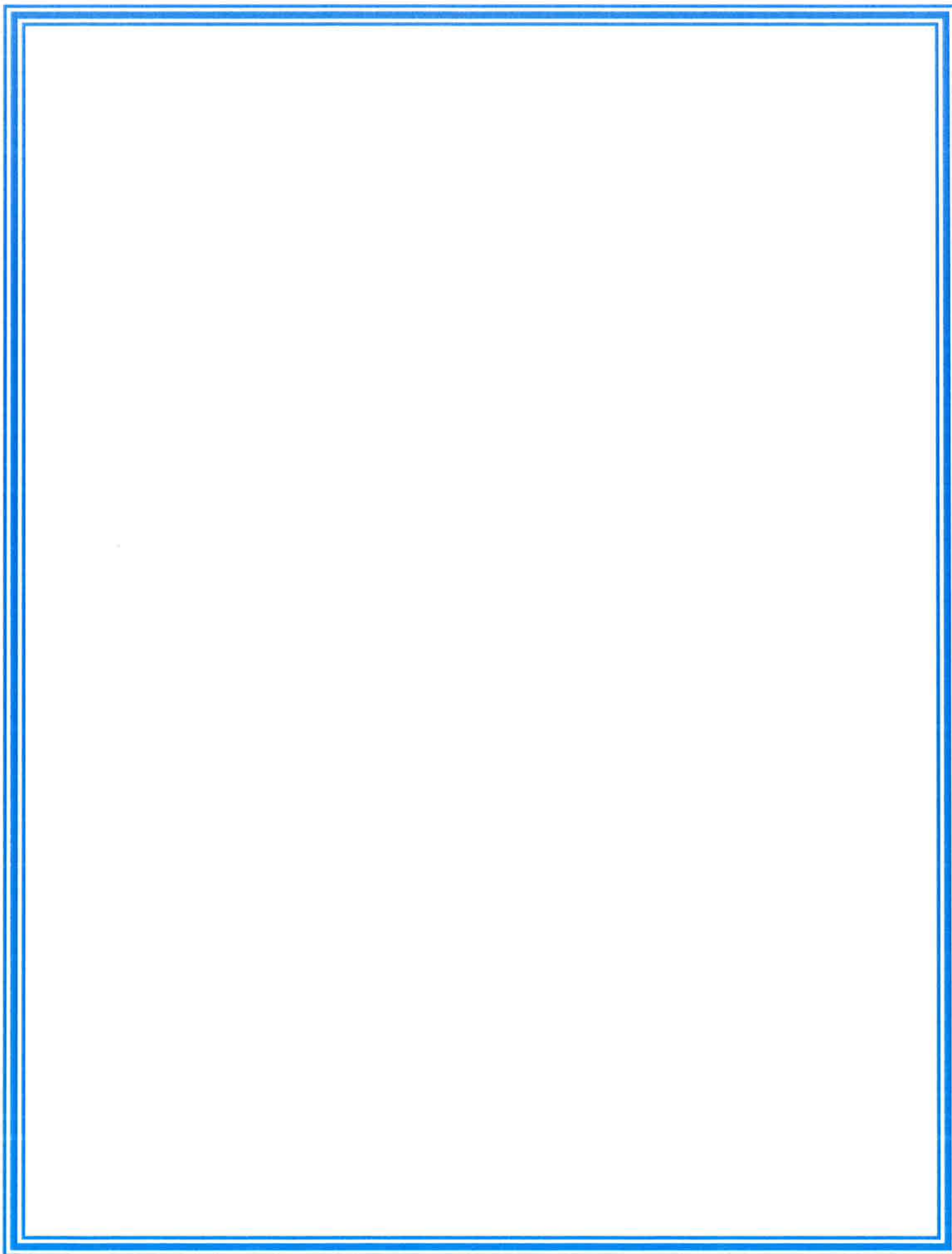
THAT, the Executive Director is authorized to take all actions necessary and appropriate to implement the foregoing resolution.

*I certify that the foregoing resolution is a full, true and correct copy
of a resolution passed by the Commissioners of the Housing Authority
of the City of Oakland, California on December 06, 2021.*

Secretary

ADOPTED:

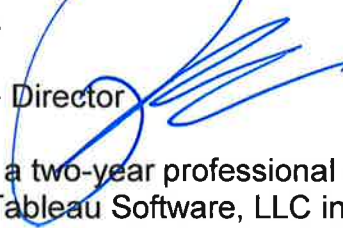
RESOLUTION NO.



Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorization to execute a two-year professional services contract with three option terms with Tableau Software, LLC in an amount not to exceed \$600,000 for the first two-year option term and \$300,000 for each one-year option term for a total contract amount not to exceed \$1,500,000.

Date: December 6, 2021

Purpose: This action will approve the purchase of professional services and technical assistance from Tableau Software, LLC.

Funding: Funding for this item is budgeted in 4182-00-000 – Consultants. Expenses through the end of calendar year 2021 will be paid from the CARES Act budget and subsequent expenses will be covered by the corresponding year's annual operating budget.

Background:

In alignment with the Authority's adopted strategic goal number four "Expand Board Knowledge of OHA and its Affiliates," and in response to the Authority's increased need to convey, especially during the COVID-19 pandemic, complex and ever-changing data in a concise and clear manner, the Authority purchased Tableau, a visual analytics software that helps communicate and better understand data.

In August 2020, the Authority purchased 60 hours of professional services from Tableau to provide system design and administration training as well as help the Information Technology Department with setting up a framework for security and data governance. Staff also engaged Tableau for 260 additional hours of professional services to design and create some initial dashboards and visualizations as well as provide introductory training to departmental staff to perform these tasks on their own. The product outcomes of these hours include the launch of the software, design of the organizational structure, and production of tools for publication such as the Emergency Housing Voucher dashboard.

In order to continue the work initiated in the first phase of implementation and after a more thorough needs assessment of each department, staff recommends executing a contract with Tableau Software, LLC for additional consulting services. Using the EHV dashboard, which required about 160 hours as a model, staff expects each engagement to cost

between 70 and 160 hours. As such, staff estimates that the Authority needs 980 additional hours per year to work with Tableau professional services consultants to design, build, and refine new dashboards and learn the analytical capabilities of the product. Throughout the engagement, the consultants will share best practices to enable staff to grow in their ability to develop dashboards independently. Staff anticipates using the internal and external visualizations produced under this contract as foundations for and evidence of the Authority's commitment to transparent and data-driven decision-making.

Procurement Information

Tableau professional services can be purchased utilizing GSA Schedule 70, which is allowed in accordance with the United States Department of Housing and Urban Development Procurement Handbook cited below.

HUD's Procurement Handbook for Public Housing Agencies (PHA) (7460.8, Rev. 2): *"The General Services Administration (GSA) within the Federal government awards a wide variety of contracts under which Federal agencies may purchase supplies and services from pre-priced schedules. Section 211 of the E-Government Act of 2002 only allows for state and local government entities (including PHAs) to purchase from GSA Schedule 70..."*

Therefore, no additional competitive process is required to execute this contract.

Recommendation

It is recommended that the Board of Commissioners authorize the Executive Director to execute a two-year contract with three option terms with Tableau Software, LLC. for professional services and technical assistance in an amount not to exceed \$600,000 for the first two-year option term and \$300,000 for each one-year option term for a total contract amount not to exceed \$1,500,000.

Attachment: CCGS Memo
Resolution



CONTRACT COMPLIANCE & GENERAL SERVICES (CCGS)
1619 Harrison St., Oakland, CA 94612 * (510) 587-2166 / (510) 587-2124 FAX

INTEROFFICE MEMORANDUM

To: Patricia Wells, Executive Director

Through: Duane Hopkins, Chief Officer of Program and Finance Administration DS [Signature]
James Shinagawa, IT Director DS [Signature]
Daniel Mermelstein, CCGS Manager DS [Signature]

From: Jeanne Smith, Contract Specialist, CCGS DS [Signature]

Subject: Tableau Software, LLC Procurement through GSA Advantage Schedule 70

Date: November 9, 2020

This memo is to confirm the purchase of Tableau Software licenses, consulting and training through GSA Advantage Schedule 70 for departments within the Authority to develop dashboards, charts, graphs and reports in order to analyze data.

Background

The Oakland Housing Authority (OHA) has a need for Tableau Software for visualizing and analyzing data, which can purchased through a GSA Advantage Schedule 70 contract.

The HUD Handbook 7460.8 REV 2 Chapter 14 Cooperative Business Relationships Section 14.3 F "Federal Supply Schedule Contracts" states:

"The General Services Administration (GSA) within the Federal government awards a wide variety of contracts under which Federal agencies may purchase supplies and services from pre-priced schedules. (Note: These contracts may provide supplies or services despite the name Federal Supply Schedules.) Section 211 of the E-Government Act of 2002 only allows for state and local governments entities to purchase from GSA Schedule 70, Information Technology, and Consolidated (formerly Corporate Contracts) Schedule contracts containing IT SINs. State and Local government entities may not purchase information technology from any other GSA Schedules. No other schedule's contracts are available to PHAs. In addition, PHAs may not purchase items from GSA schedule contractors on a noncompetitive basis. PHAs may solicit GSA contractors for prices for supplies and services when conducting competitive procurements, but they shall be considered only another potential source."

Conclusion

The products and services the Authority is needing from Tableau Software are available through a Schedule 70 Contract and meet the requirements set forth in the HUD Handbook.

Recommendation

It is recommended that the Oakland Housing Authority utilize the GSA Advantage Schedule 70 contract for Tableau Software. The use of this contract will greatly simplify and expedite the procurement process by relieving the Authority of developing specifications and issuing a solicitation for these services.

Approved:

Not Approved:

DocuSigned by:

Patricia Wells

11/9/2021

722CF180EE194A1...

Patricia Wells
Executive Director

Date

Patricia Wells
Executive Director

Date

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

AUTHORIZATION TO EXECUTE A TWO-YEAR PROFESSIONAL SERVICES CONTRACT WITH THREE OPTION TERMS WITH TABLEAU SOFTWARE, LLC IN AN AMOUNT NOT TO EXCEED \$600,000 FOR THE FIRST TWO-YEAR OPTION TERM AND \$300,000 FOR EACH ONE-YEAR OPTION TERM FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,500,000

WHEREAS, the Oakland Housing Authority purchased Tableau, a visual analytics software that helps communicate and better understand data; and

WHEREAS, in August 2020, OHA purchased 60 hours of professional services from Tableau to provide system design and administration training as well as help the Information Technology Department with setting up a framework for security and data governance; and

WHEREAS, staff also engaged Tableau for 260 additional hours of professional services to design and create some initial dashboards and visualizations as well as provide introductory training to departmental staff to perform these tasks on their own; and

WHEREAS, the product outcomes of these hours include the launch of the software, design of the organizational structure, and production of tools for publication such as the Emergency Housing Voucher dashboard; and

WHEREAS, in order to continue the work initiated in the first phase of implementation and after a more thorough needs assessment of each department, staff recommends executing a contract with Tableau Software, LLC for additional consulting services; and

WHEREAS, staff estimates that the Authority needs 980 additional hours per year to work with Tableau professional services consultants to design, build, and refine new dashboards and learn the analytical capabilities of the product; and

WHEREAS, Tableau professional services can be purchased utilizing GSA Schedule 70, which is allowed in accordance with the United States Department of Housing and Urban Development Procurement Handbook.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to execute a two-year contract with three one-year Option terms with Tableau Software, LLC. for professional services and technical assistance in an amount not to exceed \$600,000 for the first two-year option term and \$300,000 for each one-year option term for a total contract amount not to exceed \$1,500,000; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is a full, true and correct
copy of a resolution passed by the Commissioners of the Housing Authority
Of the City of Oakland, California on December 6, 2021.*

Secretary

ADOPTED:

RESOLUTION NO.

CONSENT AGENDA ITEMS

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

Subject: Resolution Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Date: December 6, 2021

Purpose: This action will authorize continued remote teleconference meetings of the Board of Commissioners pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

Funding: No funding is required.

Background:

On March 17, 2020, Governor Newsom issued Executive Order N-29-20, which allowed for relaxed provisions of the Ralph M. Brown Act (Brown Act) for legislative bodies to conduct meetings through teleconferencing without having to meet the strict compliance of the Brown Act. All provisions of Executive Order N-29-20 concerning the conduct of public meetings via teleconferencing expired on September 30, 2021. On October 25, 2021 through Resolution Number 4997 and in compliance with Assembly Bill 361 (Chapter 165, Statutes of 2021) (AB 361), the Board of Commissioners ratified the proclamation of a state of emergency and made findings, which authorized continued remote teleconference meetings.

AB 361 was signed into law by the Governor on September 16, 2021, and went into effect immediately. It amends the Brown Act to allow local legislative bodies to continue using teleconferencing and virtual meeting technology after the September 30, 2021 expiration of the current Brown Act exemptions as long as there is a "proclaimed state of emergency" by the Governor. This allowance also depends on state or local officials imposing or recommending measures that promote social distancing or a legislative body finding that meeting in person would present an imminent safety risk to attendees. Though adopted in the context of the pandemic, AB 361 will allow for virtual meetings during other proclaimed emergencies, such as earthquakes or wildfires, where physical attendance may present a risk. AB 361 will sunset on January 1, 2024.

In light of AB 361, the continuing COVID-19 State of Emergency declared by the Governor, the continuing Local Emergency declared by the City of Oakland, the continuing recommendations by the County of Alameda Health Officer of social distancing as a mechanism for preventing the spread of COVID-19, and the continued threats to health and safety posed by indoor public meetings, staff recommends the Board of Commissioners adopt the proposed Resolution making the findings required to initially invoke AB 361.

The procedures currently set up for Board of Commissioners' meetings, which provide public attendance and comment through a call-in or internet-based service option, satisfy the requirements of AB 361. The Executive Director, or designee, will work with the Board to ensure that meeting procedures for all teleconferenced meetings comply with AB 361. Continued reliance will require the Board of Commissioners to adopt a new resolution making required findings every 30 days.

Recommendation:

It is recommended that the Board of Commissioners adopt a resolution making findings authorizing continued remote teleconference meetings of the Board of Commissioners pursuant to Brown Act provisions, as amended by Assembly Bill Number 361.

Attachments: Resolution

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**RESOLUTION MAKING FINDINGS AUTHORIZING CONTINUED REMOTE
TELECONFERENCE MEETINGS OF THE BOARD OF COMMISSIONERS
PURSUANT TO BROWN ACT PROVISIONS, AS AMENDED BY ASSEMBLY BILL
NO. 361**

WHEREAS, the Housing Authority of the City of Oakland ("Housing Authority") is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners; and

WHEREAS, all meetings of the Housing Authority's Board of Commissioners are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Housing Authority's Board of Commissioners conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist within the jurisdiction of the Housing Authority, specifically, on March 17, 2020 the Governor of the State of California proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19, and such declaration has not been lifted or rescinded; and

WHEREAS, as a result of the COVID-19 pandemic the California Department of Health and the Health Officer of the County of Alameda continue to recommend measures to promote social distancing. Additionally, On March 9, 2020, in response to the COVID-19 pandemic, the City Council of the City of Oakland declared a local emergency as set forth in Resolution No. 898075 C.M.S., which remains in full force and effect to date; and

WHEREAS, the Board of Commissioners does hereby find that the COVID-19 pandemic has caused, and will continue to cause, imminent risk to the health and safety of attendees meeting in person for a Board of Commissioners' meeting, and the COVID-19 pandemic has caused conditions of peril to the safety of persons within the jurisdiction of the Housing Authority that are likely to be beyond the control of services, personnel, equipment, and facilities of the Housing Authority, and desires to ratify the proclamation of a state of emergency by the Governor of the State of California and ratify the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing; and

WHEREAS, Resolution 4997 ratified the proclamation of the state of emergency and made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on November 24, 2021, Resolution 5009 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, as a consequence of the local emergency and state of emergency the Board of Commissioners shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that the Board of Commissioners shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of Government Code section 54953.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference; and

THAT, Section 2. Reconsideration. The Board hereby reconsiders the circumstances of the state of emergency; and

THAT, Section 3. Ratification of the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing. The Board hereby finds that state and local officials continue to recommend measures to promote social distancing. The Board further hereby ratifies the California Department of Health and the Health Officer of the County of Alameda's recommended measures to promote social distancing and finds that, as a result of the state of emergency, meeting in person would present imminent risk to the health or safety of attendees; and

THAT, Section 4. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020, which declaration has not been lifted or rescinded, and hereby finds that the state of emergency continues to directly impact the ability of the Board of Commissioners and members of the public to meet safely in person; and

THAT, Section 5. Remote Teleconference Meetings. The Housing Authority's Executive Director, and designee, and the Board of Commissioners are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continued teleconferencing and conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act; and

THAT, Section 6. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30 days from the adoption of this Resolution, or, (ii) such time as the Board of Commissioners adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Commissioners of the Housing Authority may continue to teleconference without compliance with Government Code section 54953(b)(3).

*I hereby certify that the foregoing resolution is a full, true and correct
copy of a resolution passed by the Commissioners of the Housing Authority
Of the City of Oakland, California on December 6, 2021.*

Secretary

ADOPTED:

RESOLUTION NO.

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorization to Implement a Contract with Compulink Management Center, Inc. DBA Laserfiche, Inc. For Documents and Records Management and Consulting Services in an Amount not to Exceed \$442,000

Date: December 6, 2021

Purpose: This memorandum transmits for consideration a resolution authorizing the Executive Director to implement a five-month contract for (\$210,585) with one one-year Option term for (\$231,515) with Compulink Management Center, Inc. DBA Laserfiche, Inc. for documents and records management and consulting services for a total amount not to exceed \$442,000.

Funding: Authorizing \$188,000 for IT Computer Licenses and Maintenance Contracts and under GL Code 4190-10-000 and \$254,000 for consulting for IT, Leased Housing and Office of Property Operations under GL Code 4182-00-000.

Background

The Oakland Housing Authority (OHA) sought a records management software and selected Laserfiche, Inc. (Laserfiche) software as an agency-wide document and records management system. Laserfiche requires an annual purchase of user and software licenses. OHA also needed consulting services to set up the Laserfiche system on both a new on site platform and in a hosted cloud environment, and to develop workflows and forms for multiple departments including Leased Housing and Office of Property Operations.

OHA issued an RFP on March 24, 2009, for a document imaging and records management system and purchased the proprietary software from Laserfiche after Board approval on September 28, 2009. The software was upgraded from Laserfiche United to Laserfiche Rio in 2017. With this upgrade, OHA purchased three additional pieces of software: Laserfiche Forms, Laserfiche Workflow, and the Laserfiche connector tool. Each of these needed configuration to the Leased Housing department's specifications.

Laserfiche completed several projects for Leased Housing since the 2017 conversion,

including the creation of electronic forms for participants and owners and automated processes used by internal OHA staff. Laserfiche also built automated workflow processes to handle electronic requests received via the Laserfiche forms system.

Region 14 ESC has a current and valid contract with Laserfiche that was solicited competitively through NCPA, which is a leading national government purchasing cooperative, working to reduce the costs of goods and services by leveraging the purchasing power of public agencies. NCPA posted RFP #01-18 on its website for five (5) weeks from February 13, 2018 to March 20, 2018. The RFP also was published in *USA Today* on February 20, 2018 and February 27, 2018. Nine (9) companies responded, and an evaluation committee recommended Laserfiche and three other companies be awarded a contract. OHA chose to continue working with Laserfiche due to their knowledge of the agency operational needs. Laserfiche was awarded a four (4) year contract for the term beginning on April 2, 2018, through April 30, 2022, with one (1) one-year option term.

The RFP issued by Region 14 ESC was competitively solicited and meets HUD 2 CFR Part 200. Laserfiche's current initial term contract is valid for five months, through April 30, 2022, with a one-year option term after that. OHA must follow the terms of the piggyback contract so CCGS recommends a contract with a five-month initial term and a one-year option term.

This contract will simplify greatly and expedite the procurement process by relieving OHA of developing specifications and issuing a solicitation for these services.

Recommendation

It is recommended that Board of Commissioners adopt the attached resolution authorizing the Executive Director to execute a five-month contract with one one-year option term in an amount not to exceed \$442,000 with Compulink Management Center, Inc. DBA Laserfiche, Inc. to provide document and records management and consulting services.

Attachments: CCGS Memorandum
 Resolution



CONTRACT COMPLIANCE & GENERAL SERVICES (CCGS)
1619 Harrison St., Oakland, CA 94612 * (510) 587-2166 / (510) 587-2124 FAX

INTEROFFICE MEMORANDUM

To: Patricia Wells, Executive Director

Through: Dominica Henderson, Special Assistant to the Executive Director
Kris Warren, Interim Chief Operating Officer
Duane Hopkins, Chief Officer of Program and Finance Administration
Michelle Hasan, Director of Leased Housing
James Shinagawa, Director of IT
Victor Madamba, Director of Finance
Mark Schiferl, Director of Property Management
Rose Marie Griffin, Assistant Director of IT
Joetta Farrow, Assistant Director of Leased Housing
Daniel Mermelstein, CCGS Manager

From: Jeanne Smith, Contract Specialist, CCGS
Kimberly Maldonado, Senior Management Analyst, LH

Subject: Request to utilize Compulink dba Laserfiche's contract with the Region 14 Education Service Center (ESC) through the National Cooperative Purchasing Alliance (NCPA)

Date: October 20, 2021

This memo is to request permission to utilize Laserfiche's contract with the Region 14 ESC, under a cooperative agreement for Documents and Records Management through NCPA, which is a leading national government purchasing cooperative, working to reduce the costs of goods and services by leveraging the purchasing power of public agencies.

Background

The Oakland Housing Authority (OHA) has a continued need for the use of Laserfiche software for maintaining documents and records management, which requires purchase of yearly software licenses and annual renewals for the use of the software. OHA also has a need for consulting services to develop workflows and forms for multiple departments including Leased Housing, Office of Property Management, IT, and Finance. All of these needs can be consolidated under one contract.

OHA issued an RFP on March 24, 2009, for a document imaging and records management system and purchased the proprietary software from Laserfiche after Board approval on September 28, 2009. The software was upgraded from Laserfiche United to Laserfiche Rio in

2017. With this upgrade of software, OHA purchased three additional pieces of software: Laserfiche Forms, Laserfiche Workflow, and the Laserfiche connector tool. Each of these needed configuration to the Leased Housing department's specifications.

Laserfiche, Inc. completed several projects in Laserfiche Rio since the 2017 conversion for Leased Housing, including creation of electronic forms for participants and owners and automated processes used by internal OHA staff. Laserfiche has additionally built automated workflow processes being used by internal staff to assist in the processing and tracking of electronic requests received via the Laserfiche forms system.

Region 14 ESC has a current and valid contract with Laserfiche that was competitively solicited. NCPA posted RFP #01-18 on its website for five (5) weeks from February 13, 2018 to March 20, 2018. The RFP was also published in *USA Today* on February 20, 2018 and February 27, 2018. Nine (9) companies responded, and an evaluation committee recommended Laserfiche and three other companies be awarded a contract. Laserfiche was awarded a four (4) year contract for the term beginning on April 2, 2018, through April 30, 2022, with one (1) one-year option term.

Conclusion

The RFP issued by Region 14 ESC was competitively solicited and meets HUD 2 CFR Part 200. Laserfiche's current contract is valid through April 30, 2022, making it a valid contract and allowing the OHA to utilize this contract for the services needed.

Recommendation

It is recommended that OHA utilize the cooperative agreement Laserfiche has with Region 14 ESC through NCPA. The use of this contract will greatly simplify and expedite the procurement process by relieving OHA of developing specifications and issuing a solicitation for these services.

Approved:

Not Approved:

DocuSigned by:

Patricia Wells

11/2/2021

722CF180EE194X1

Patricia Wells

Date

Executive Director

Patricia Wells

Date

Executive Director

**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

And approved by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A FIVE-MONTH CONTRACT
WITH ONE ONE-YEAR OPTION TERM IN AN AMOUNT NOT TO EXCEED \$442,000 WITH
COMPULINK MANAGEMENT CENTER, INC. DBA LASERFICHE, INC. TO PROVIDE
DOCUMENT AND RECORDS MANAGEMENT AND CONSULTING SERVICES**

WHEREAS, the Oakland Housing Authority sought a records management software and selected Laserfiche, Inc. (Laserfiche) software as an agency-wide document and records management system; and

WHEREAS, the Oakland Housing Authority also needed consulting services to set up the Laserfiche system on both a new on site platform and in a hosted cloud environment, and to develop workflows and forms for multiple departments including Leased Housing and Office of Property Operations; and

WHEREAS, the Oakland Housing Authority issued an RFP on March 24, 2009, for a document imaging and records management system and purchased the proprietary software from Laserfiche after Board approval on September 28, 2009; and

WHEREAS, the software was upgraded from Laserfiche United to Laserfiche Rio in 2017 and with this upgrade of software, OHA purchased three additional pieces of software: Laserfiche Forms, Laserfiche Workflow, and the Laserfiche connector tool; and

WHEREAS, Laserfiche, Inc. completed several projects in Laserfiche Rio since the 2017 conversion for Leased Housing, including creation of electronic forms for participants and owners and automated processes used by internal OHA staff; and

WHEREAS, Laserfiche also built automated workflow processes to handle electronic requests received via the Laserfiche forms system; and

WHEREAS, Region 14 ESC has a current and valid contract with Laserfiche that was competitively solicited through NCPA, which is a leading national government purchasing cooperative, working to reduce the costs of goods and services by leveraging the purchasing power of public agencies; and

WHEREAS, NCPA posted RFP #01-18 on its website for five (5) weeks from February 13, 2018 to March 20, 2018 and was also published in *USA Today* on February 20, 2018 and February 27, 2018; and

WHEREAS, nine (9) companies responded, and an evaluation committee recommended Laserfiche and three other companies be awarded a contract; and

WHEREAS, Laserfiche was awarded a four (4) year contract for the term beginning on April 2, 2018, through April 30, 2022, with one (1) one-year option term; and

WHEREAS, the RFP issued by Region 14 ESC was competitively solicited and meets HUD 2 CFR Part 200; and

WHEREAS, Laserfiche's current initial term contract is valid for five months, through April 30, 2022, with a one-year option term after that, and OHA has to follow the terms of the contract that they are piggybacking onto so CCGS recommends a five-month initial term contract with a one-year option term; and

WHEREAS, the use of this contract will greatly simplify and expedite the procurement process by relieving OHA of developing specifications and issuing a solicitation for these services.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to execute a five-month contract with one one-year option terms for a not-to-exceed amount of \$442,000 with Compulink Management Center, Inc. dba Laserfiche, Inc. for documents and records management; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

*I hereby certify that the foregoing resolution is a full, true and correct
copy of a resolution passed by the Commissioners of the Housing Authority
Of the City of Oakland, California on December 6, 2021.*

Secretary

ADOPTED:

RESOLUTION NO.

WRITTEN
COMMUNICATIONS
(MONTHLY REPORT)

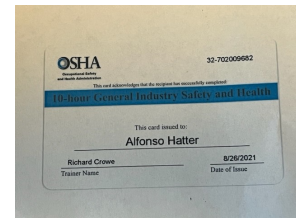


Oakland Housing Authority
Monthly Status Report
October 2021

Family and Community Partnerships Department (FCP)

Section 3 Construction and Non-Construction

- The Teamsters Union issued the OSHA 10 General Industry cards to ten (10) OHA residents for completing the training in August. The OSHA 10 cards has a lifetime certifications with no renewal requirement.



- Twenty-seven (27) participants are enrolled in the Section 3 program; Nineteen (19) are currently working on construction projects, and three (3) are seeking employment while the other five (5) have not yet been accepted into a union, which must occur before they are eligible for Section 3 employment opportunities.

Section 3 List

Number*	Trade	Level	Union Affiliation	Work Status
Currently Working				
1-8	Carpentry	Apprentice (1 st) - Journeyman	Carpenters, Carpenters 713, Millwright	Fruitvale Transit Project, Green St. Station, W.A. Rose Construction, Oliver Company, BBI BGB, James E. Roberts Obayashi, Country Builders
9	Electrical	Apprentice	Electrical Union	Design Electric
10-13	Laborer	Apprentice (1 st) – Journeyman	Laborers, Laborers Local 304	Brooklyn Basin, James E. Roberts Obayashi, Branagh Inc., Plant Construction, Baines Group, Chevron, BBI
14	Flooring	Apprentice	DC 16	Self-employed
15	Cement Mason	Apprentice (1 st)	Local 300	Luminart Concrete
16	Laborer	Journey level	Laborers	Ranger Pipelines
17	Cypress Mandela Graduate	Pre-Apprentice	N/A	Non Union – Cement
18	Welder	Journeyman	Boilermakers	Non-Union – Welding
19	Painter	Journey Level	Painters	Non Union – ProGroup Painting
Currently Seeking Employment				

Number*	Trade	Level	Union Affiliation	Work Status
20	Crane Operators	Apprentice (1 st)	Laborer/Flagging	Not Working
21	Carpenters Union	Apprentice (Rising Sun Graduate)	Carpenters	Not working
22	Operating Engineers	Journey Level	Operating Engineers – Local 3	Not working
23-27	Rising Sun Graduate	Pre-Apprentice	N/A	Not Working

Section 3 New Hires (Construction & Non-Construction)

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Company	Position
Section 3	X		X	Country Builders Construction	Journey Level Carpenter
Section 3	X	X		Pro Group Painting	Journey Level Painter
Total	2	1	1	YTD Total	7

- One (1) Section 3 participant was hired by Pro Group Painting as a part-time/temporary Journey Level Painter at \$45.22/hour for the project at 935 Union Street.
- One (1) Section 3 participant was referred and hired by the Country Builders for a Journey Level Carpentry position at the Brooklyn Basin project.



Section 3 Compliance

Forty-three (43) Section 3 employment opportunity requests were received from thirteen (13) employers in October. Fifteen (15) compliance reports were issued to the contractors and subcontractors, as FCP was able to refer residents to these positions due to the current list of unionized workers not possessing the necessary qualifications or are currently working.

Section 3 Compliance

Employer(s)	Trade	Requests	OHA Referrals	OHA Hires	Compliance Reports Issued
Nibbi & Westates Mechanical Corp.	Sprinkler Fitter	2	0	0	1
BBI, Nibbi Brothers & Nibbi Bros Associates, Nibbi Bros & Country Builders	Carpentry	10	1	1	2
Nibbi Brothers & Nibbi Brothers Associates, BBI, Nibbi & Mitchell Engineering	Laborer	7	0	0	4
Nibbi & McMillan Data Communications	Electrician	1	0	0	1
Nibbi & Air Systems Inc., Nibbi & Lias Mechanical, Inc., Nibbi & Bay City Mechanical	Sheet Metal	11	0	0	3
Nibbi & Flores Drywall	Taping	2	0	0	1

Employer(s)	Trade	Requests	OHA Referrals	OHA Hires	Compliance Reports Issued
Nibbi & Egan Plumbing	Plumber	4	0	0	1
Pro Group Painting	Painter	1	1	1	0
Floor Installer	Floor Installer	4	0	0	1
Nibbi & Mitchell Engineering	Operating Engineer	1	0	0	1
Total	-	43	2	2	15

Employment and Economic Development

FCP Program	Job Retention	Job Referrals	Job Readiness	Budget	Total
FSS	0	2	0	1	3
General Support	1	3	2	0	6
Section 3	0	5	1	0	6
Total	1	10	3	1	15

Winning Wednesday Hiring Events

In partnership with Laney College, OHA hosted four (4) virtual hiring events in October. Each recruitment was followed by an employment workshop consisting of either Interview Skills or Resume Writing Tips.

Winning Wednesday Hiring Events

Date	Company	OHA Participants	Community Participants	Employment Workshop Participants
10/6/2021	Best Buy	3	3	3
10/13/2021	Frito Lay	8	7	7
10/20/2021	Foodnome	11	10	7
10/27/2021	Allied Universal	7	3	5
Total		29	23	22

General Employment

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Company	Position
FSS	X	X		Lyft	Driver
FSS	X	X		Centria Healthcare	Behavior Technician
General Support	X	X		Frito Lay	Merchandiser
General Support	x		X	Robert Half Staffing	IT Support Engineer
General Support	X	X		Safeway	Cashier

Total	5	4	1	YTD Total	41
--------------	----------	----------	----------	------------------	-----------

Youth Employment Development

To date, one hundred and thirty (130) youths have enrolled in the program, one hundred (100) have completed their job readiness training, and forty-six (46) have begun working at their job placement.

Youth Employment Program

Provider	Enrolled	Enrolled in Training	Completed Training	Completed Resume	Job Placements
LAO Family	119	117	94	72	40
YEP	11	2	6	0	6
Total	130	119	100	72	46

* Three (3) youth dropped out and are no longer enrolled in training.

College Enrolled Youth

Twenty-two (22) youth participating in the youth employment program have enrolled in college

Youth Enrolled in Post-Secondary Education

Provider	Community College	California State University	University of California	Private College	Total
LAO Family	8	7	4	3	22
YEP	0	0	0	0	0

Education

Schools	New Enrollment	Continued Enrollment	Graduates
Adult Education (GED/ HS Diploma)	0	38	0
Community Colleges	0	46	0
California State Colleges (CSU)	0	16	0
University of California Colleges (UC)	0	6	0
Private Colleges	0	12	0
Vocational Training	0	15	0
Professional Development	0	0	0
Entrepreneurship Program	0	1	0
Total	0	134	0

Financial Literacy

- One (1) FSS participant completed two (2) financial literacy workshops utilizing the FDIC – Money Smart online program.

Financial Literacy

Programs	New Enrollment	Cont. Enrollment	Completed
Financial Literacy Workshop	1	0	1
Total	1	0	1

Family Self-Sufficiency Program (FSS)

- Two (2) OHA residents enrolled in the FSS program with a contract start date of October 1, 2021.
- Twenty-six (26) FSS participants received their quarterly contact to review and update their Individual Training Service Plans (ITSP) for program graduation. Ten (10) of them are scheduled to graduate within the next six months.
- Five (5) FSS participants received a COVID-19 care bag with PPE supplies.

Family Self-Sufficiency (FSS)

Program	Total	New Enrollees	Escrow Accounts	Graduates	Escrow Disbursed	Termination or Exits	Escrow Forfeited	Escrow Transferred (RHA)
Section 8	145	2	99	0	\$0	1	\$0	\$0
PH	11	0	0	0	\$0	0	\$0	\$0
FUP-Youth	9	0	4	0	\$0	0	\$0	\$0
Total	165	2	103	0	\$0	1	\$0	\$0

Family Unification Program (FUP) Youth

- All the FUP Youth participants received informational resources and referrals to employment opportunities, parenting training, and financial education.

Family Unification Program (FUP) Youth

Current Participants	New Enrollments (Current Month)	Program Exits To Date	Program Enrollments To Date
8	0	14	22

Parents and Children Together (PACT) Program

- Eight (8) PACT families attended the weekly small group therapy sessions facilitated by the PACT program.
- Six (6) individuals are receiving drug rehabilitation services.
- Eight (8) families attended the parenting workshop.
- Nine (9) residents received a PPE bag and a food pantry bag.
- All PACT families received informational resources and referrals to employment opportunities, parenting training, and financial education.

Parents and Children Together (PACT) Program

Current Participants	Attending Drug recovery	New Enrollees	Graduates	YTD Exits
10	6	0	0	4

* Three (3) participants remain on-site pending their graduation/termination

Resident Opportunities Self Sufficiency (ROSS)

- Three (3) ROSS participants attended a combined six (6) "Zoom on the Move" virtual workshops in financial literacy, healthy living, homeownership, and senior programs.
- One (1) ROSS participant is receiving assistance to get his unit cleaned and decluttered to pass his OHA inspection.
- One (1) ROSS participant received assistance with setting up her tablet to begin her to participate in FCP's Digital Literacy sessions.

Resident Opportunities Self Sufficiency (ROSS) Program

Program	Participants	New Enrollees	YTD Exits
Public Housing	157	0	8

Civic Engagement and Leadership Development Program

OHA Resident Advisory Board (RAB)

The Resident Advisory Board held a virtual meeting on October 13, 2021 with ten (10) RAB members in attendance. Tina Fernandez presented the HERS Breast Cancer Foundation, Dominica Henderson & Julie Christiansen presented the FY2021 OHA MTW Annual report, and Patricia Wells facilitated a Q&A with the RAB members.

Four (4) RAB members attended the RAB debrief & agenda planning committee meeting.

OHA Volunteer Program

Four (4) OHA residents, one (1) Spectrum, and one (1) general public volunteers provided twenty-eight and a half (28.5) volunteer hours to support FCP programs this month.

	RAB Committee Meetings	RAB Meetings	Volunteers	Total
OHA Residents	4	10	4	18
Non OHA Residents	0	0	2	2
Total	4	10	6	20

Youth and Education

Promise Plus Program

The total enrollment for the program is one-hundred and sixty-five (165) participants. One-hundred and one (101) students attend non-partner schools, and sixty-three (63) students attend partner schools.

School	Current Enrollment	Program Enrollment to Date
Lockwood Steam Academy	22	77
Markham	3	21
MLK Jr.	13	54
Parker	8	35
Prescott	1	21
WOMS	17	30
Non-Partner School	101	101
Total	165	339

- In October, the Education Program Analyst contacted ten (10) Promise Plus families to confirm their participation in the program and provide support with school resources and tutoring.

Tutoring & Academic Support

The Education Program Analyst completed three (3) tutoring referrals for Promise Plus students.

Tutoring Referrals

Referrals	In-Progress	Assigned Tutor	Total Assigned Tutor (YTD)
3	3	27	32

PHADA Scholarship

FCP outreached to over seven hundred (700) OHA youth to invite them to apply for the Public Housing Authorities Director Association (PHADA) Scholarship. Information sessions were scheduled for October 27th and November 3rd. On October 27th, twenty (20) students were in attendance at the information session for OHA high school seniors to learn how to apply for the scholarship and to answer any questions.

Halloween Kids Event

In collaboration with the Resident Advisory Board (RAB), FCP provided five hundred (500) plastic pumpkin buckets filled with trinkets, candy and donated Football Raider gear. Three (3) RAB members assisted in preparing the plastic pumpkin buckets.

The children from the following ten (10) OHA sites received the plastic pumpkin buckets.

Housing Site	Plastic Pumpkins Distributed (Children)
Campbell Village	55
Mandela Gateway	70
Lion Creek Crossings	40
Chestnut/Linden Court	40
Lockwood Gardens	50
Tassaforanga	50
Keller Plaza	40
E. 34 th St.	25
Havenscourt	12
Peralta Village	118
Total	500

Due to COVID-19 restrictions, Lockwood Gardens and Peralta Village held an outdoor "Grab and Go" Halloween Event. Children received a plastic pumpkin on Wednesday, October 27th, from 2 pm to 4:30 pm. There were a total of one hundred and seventy-one (171) kids at both sites who received an orange plastic pumpkin. We also provided flyers and brochures of FCP programs as well as Family Paths' upcoming workshops. All children and their parents were appreciative of their Halloween bucket.



Health and Wellness

Life ElderCare Grocery Program

In partnership with the City of Oakland's Community Development Department and Life ElderCare, which offers free grocery delivery to seniors over eighty (80) with mobility challenges due to an illness or disability. FCP staff contacted seventy-seven (77) residents from the AMPs East and West Oakland. Fifteen (15) applications were submitted and eleven (11) were approved.

"Zoom on the Move" Virtual Workshops

FCP continued the virtual workshop series called "Zoom on the Move." Due to low attendance, the number of sessions in October was reduced to ten (10), with nine (9) unduplicated residents in attendance.

Zoom on the Move Attendance Table

Organizations	Number of Sessions (Month)	Number of Participants (Month)
Family Paths-Positive Parenting	1	2
St Mary's Senior Exercise	8	9
FCP-Financial Literacy	1	2
ACPHD-Cooking 4 Health	0	0
US Bank-Identity Theft	0	0
Total	10	13*

*Contains Duplicate Participants

Senior Services

Senior Lunch "Grab and Go" Hot Meal Distribution - Peralta Village

Twenty-five (25) Peralta Village seniors received a hot meal from the Spectrum meal program. A total of two hundred and seventy-eight (278) hot meals were provided.

The program also serves as a wellness check Tuesday through Thursday, they also received weekly educational materials and resources provided by Spectrum for Peralta seniors.



Senior Lunch Delivery Program

	<i>Monthly Total</i>	<i>YTD</i>
Seniors (Unduplicated)	25	86
Lunches delivered	0	2,025
Lunches 'Grab &Go'	278	1,174

Food Programs - Peralta Village & Lockwood Gardens

While OHA facilities remain closed to the public due to COVID-19, FCP collaborated with the Alameda County Community Food Bank to provide food to OHA families at our large Public Housing developments. In October, FCP conducted four (4) Grab & Go food pantries at Peralta Village and Lockwood Gardens.

Food Pantry Assistance

Support Items	Lockwood Gardens	Peralta Village	Total
Food Bank (Food bags)	112	107	219
Semi Freddi's bread donation	100	100	200
People Served	183	231	414

OBAR Grant- "Seniors Connect" Newsletter and Art & Craft kits

In October, one hundred and fifty (150) Peralta Village, Lockwood Gardens, and Campbell Village seniors received a "Seniors Connect" newsletter. Seniors also received the following arts and craft items: Halloween wooden cutouts, Crayola Marker set, Halloween scratch art paper, Halloween stickers, Halloween treat bags, and a small faux pumpkin.



The October "Halloween" edition of the Seniors Connect Newsletter included information regarding COVID-19 Vaccination sites as well as In-Home Supportive Services, senior resources for Alameda County residents, and information on Breast Cancer Awareness. It also had the October *Zoom on the Move* schedule. The "Seniors Connect" newsletter is a platform to share their artwork with their senior community members at Lockwood Gardens, Campbell, and Peralta Village.

This program allows senior residents to expand their creative growth, promote stress relief, bolster memory, and stimulate an optimistic attitude. Seniors have expressed their gratitude for the Art & Craft kit and the *Seniors Connect Newsletter*.

Wellness Checks

FCP continues to conduct wellness checks to ensure residents are okay throughout this pandemic. In addition, residents learn about what services and resources are available. In October, FCP contacted two-hundred and eighty-five (285) residents.

FCP Program	Monthly Total	YTD
FSS	13	274
General Support	43	245
Interns	1	4
OHA Seniors	180	1079
PACT	9	34
ROSS	28	275
Section 3	7	44
FUP Youth	4	14
Total	285	1969

COVID-19 Relief Closet

- In response to COVID-19, FCP set up a relief closet to provide emergency supplies for OHA residents. The COVID-19 Relief closet filled forty-two (42) orders for residents in need.

COVID-19 Relief Closet				
	Individual Resident Orders	ROSS Bulk Order	Education Initiative Bulk Order	Total
Residents served	42	0	0	42

Technology Assistance

T-Mobile tablet distribution

No new tablets were issued this month.

T-Mobile Tablet Distribution		
FCP Program	Tablets Distributed (Month)	YTD Total
FSS	0	12
FUP Youth	0	9
Jobs Plus	0	2
PACT	0	12
Promise Plus	0	4
RAB	0	5
ROSS	0	29
Total	0	73

Homeownership

- Two (2) homeownership program participants are continuing to search for a home.
- Five (5) OHA residents participated in the "Zoom on the Move" Homeownership Q&A session facilitated by the homeownership team on October 19, 2021.
- Twenty-two (22) residents have met the minimum income, savings, and credit requirements for enrollment into the homeownership program.
- The homeownership team responded to sixteen (16) program inquiries by phone and email.
- The homeownership team assisted one (1) current homeowner with a mortgage payment issue and referred the homeowner to Balance to advocate working with his mortgage company.
- The homeownership team assisted two (2) current homeowners with the information needed to refinance their homes.

Residents Pre-qualified for Homeownership

Voucher Size	# Families Searching	Average Household Income	Average Loan Amount
1 Bedroom	0	N/A	N/A
2 Bedrooms	2	\$44,600	\$377,500
3 Bedrooms	0	N/A	N/A
4 Bedrooms	0	N/A	N/A

Homeownership Applicants

Homeownership Requirements Met	Approved for Mortgage	Executed Purchase Contract/In Escrow	Closings	Homes Purchased (YTD)	Homes Purchased Outside of Oakland (YTD)
22	2	0	1	1	1

Homeownership Program

Current Homeowners	Total Homes Purchased (Since 2004)	Program Terminations (YTD)	Program Graduates (YTD)	Pending Refinance	Total Homes Refinanced (YTD)
80	120	0	1	2	1

Site Intervention and Service Referrals

FCP staff closed sixty-nine (69) resident referrals and provided counseling, supportive services, or resources.

Site Intervention & Services Referrals

Development	Rent	HQS	Lease Comp.	DV	Supportive Services	Housing Search	Continued	Completed	Completed YTD
Lockwood	0	0	1	2	5	0	0	8	62
Peralta	6	0	6	0	2	0	4	16	126
Deep East (9)	0	0	0	0	0	0	0	0	24
East (10)	0	0	3	1	12	0	0	16	65
Fruitvale (11)	0	0	2	0	2	0	1	3	7
San Antonio (12)	0	0	0	1	0	0	0	1	10
West (13)	2	0	1	1	0	1	3	4	28
North (14)	0	1	0	1	2	0	0	6	26
Asset Management	0	0	0	0	0	0	0	0	0
Leased Housing	1	1	1	1	7	3	4	15	47
OHAPD	0	0	0	0	0	0	0	0	0
Total	9	2	14	7	30	4	12	69	395

*YTD numbers for September's report were incorrect. YTD numbers for this month are accurate.

Site Meetings

FCP staff participated in sixteen (16) site meetings with a total of ninety-two (92) residents in attendance. The site meetings were conducted in coordination with the OPO Green Team.

Site Meetings			
Site Meetings	Resident Attendance	Site Meetings (YTD)	Resident Attendance (YTD)
16	92	72	272

Resident Owned Businesses

Business	Business
Raw Christal – Cosmetology	Brown Sisters Speak – Mental Health
Dress Your Mess	Ashby Market
Services by MSWELLS, LLC	H. Butlers Bar B.Q.
Coco Breeze	Designs by Charmeng
Total	8

Leased Housing Department- October 2021 Report

2011 Housing Choice Voucher Wait List

There are a total of **1,917** applicants on the waitlist.

Virtual briefings FY22

IE Virtual Briefing Dates	# of families invited	# of families attended
July 2021	120	106
August 2021	86	81
September 2021	58	53
October 2021	61	49

Mainstream Section 8

<u>Intake Date</u>	<u># of Families invited</u>	<u># of Families attended</u>
September 21, 2021	87	30

OAHPI Intake

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referred
August 26, 2021	24	14	0	1
October 14, 2021	95	59	7	3

PBV to HCV Activity

- Thirty-Five families remain on the Request List.

2014 Public Housing Wait List

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referred
July 2021	0	0	0	2
August 2021	0	0	0	1
October 2021	151	38	25	0

*no show 2nd intake appointment

Summary Report

September 2021

October 2021

Eligibility

Waitlist Activities and Port-in

• Intake appointments scheduled 2011 waitlist	87	0
• Intake appointments attended 2011 waitlist	30	0
• Briefing and voucher issued for applicants from 2011 wait list and Mainstream	1	1
• Intake, Briefing and voucher issued for Port-In and Survivor vouchers/FUP	14	10

Project Based Voucher and Tenant Protection Vouchers

• New Move-in Intake and briefing PBV/TPV	8	6
• Relocation vouchers issued for OAHPI Households	0	0

Special Programs (including non-MTW)

Intake, briefing and voucher issued:

• HUD VASH	4	2
• Mod Rehab/S+C to Section 8	0	2
• Intake, briefing: Local Programs/ PACT	0	0

Public Housing and OAHPI Eligibility:

• Intake	97
• Processing for Eligibility	49
• Referred Households	3
• Withdrawn	19

Summary Report

	September 2021	October 2021
Total new vouchers issued (tenant & unit based)	27	24
Denial of Admission/Withdrawals	17	22

Owner Services

Initial Inspections

• Move-in inspections	124	203
• Passed Inspections	55	76
• New contracts (new, transfer, port-ins)	92	192

Rent Increases

• Rent increases requested	125	489
• Rent increases approved	51	343
• Rent increases denied/declined	87	72
• Rent increases pending review/HQS	0	74

Annual Inspections

• Total number of Annual Inspections performed	758	740
• Number of annual inspections passed	221	273
• Failed with owner and tenant items	265	273
• Inspections rescheduled, vacant, or cancelled	181	130
• No Shows	91	84

Reasonable Accommodations

• Total number of requests received	37	32
• Total number approved	22	17
• Total number pending	5	8
• Total number denied	10	7

Occupancy

• Total annual recertification appointments scheduled	269	250
• Total annual recertifications completed	222	265
• Total interim recertifications completed	207	226
• Abatement vouchers issued	10	26
• Transfer voucher within Oakland	65	51
• Portability vouchers issued	20	37
• Total no. of transfer vouchers issued	95	114
• Total no. of Decisions to Terminate Assistance	20	2
• Total Meet & Discuss appointments	0	0
• Resolution cases	159	149

Summary Report

September 2021

October 2021

Special Programs

• Interims completed	148	164
• Recertifications completed	163	169
• Field recertifications	0	0
• Transfer port vouchers issued	18	19
• Resolution cases	37	46

Program Terminations

• Informal Hearings held	2	1
• Termination upheld	1	1
• Termination reversed	0	0
• Pending outcome	1	0
• Requests for Executive Review	0	2
• ER Termination upheld	0	0
• ER Termination reversed	0	0
• ER Outcome pending	0	2

Customer Service

• Walk in visitors	0	0
• 1540 Leased Housing main phone line	4,292	4,047
• Avg. calls/day to Customer Service	215	193

LEP Calls

• Cantonese/Mandarin	107	79
• Spanish	30	21
• Vietnamese	8	11

Leased Housing Department Special Programs and Initiatives:

VASH

OHA has a total allocation of 526 VASH vouchers and 291 leased. OHA received a new allocation of 130 new vouchers effective January 1, 2021. OHA issued 2 vouchers, and OHA received 3 referrals from the Veterans Administration Medical Center (VAMC). OHA approved a conditional award of 14 vouchers to the Lake Park affordable housing project. OHA is working with Operation Dignity, a non-profit, and the Veterans Administration to lease 22 SRO units at the Temescal Inn to VASH eligible veterans. All units passed HQS. The Temescal Inn, a former motel, was purchased by the City of

Oakland as part of the Home Key program administered by the State. The property is located at 3720 Telegraph Avenue. Currently 12 units are leased to VASH voucher holders.

Mainstream

OHA has a total allocation of 212 Mainstream vouchers (MS5/MS28), 162 utilized and 31 searchers. Eighty-seven applicants were pulled for eligibility screening, thirty attended.

Confidential Client Request (CCR) Policy

The purpose of this policy is to ensure OHA and OAHPI are in compliance with the provisions of the Violence Against Women's Act (VAWA) and to describe the procedures for processing VAWA and the Threat of Physical Harm requests, timely, effectively, fairly, and to maintain confidentiality. OAHPI PBV is amending its transfer policy to allow a 5 to 1 ratio. For every five applicants housed, one transfer will be approved. If determined an imminent threat exists, OHA will offer transfer to vacant and available 3rd party PBV unit or if available a Housing Choice Voucher. The goal is to fill vacant available units with applicants in need of affordable housing on the existing OAHPI waitlist and not simply transfer internal housed residents.

The Leased Housing Department received 10 CCR's for review and processing.

Portability

A total of 11 participant households ported in from other PHA's. OHA is absorbing all port in households except VASH. One family leased up.

There are 43 unabsorbed OHA participant families living in the jurisdiction of another housing authority. The majority are living in the following jurisdictions: Contra Costa County, Alameda County, City of Alameda, Berkeley, and Richmond.

The Housing Authority of Alameda County and Contra Costa Housing Authority are absorbing all port in program participants. OHA has a MTW activity that restricts portability to neighboring PHA's within 30 miles of OHA unless the receiving PHA is absorbing the voucher or family has one of 11 exceptions. Exceptions include emergency VAWA cases, employment, reasonable accommodations and educational needs.

Emergency Housing Vouchers

The Department of Housing and Urban Development (HUD) allocated \$5 billion in American Rescue Plan (ARP) funds for emergency housing vouchers that will assist individuals and families who are experiencing or at risk of experiencing homelessness. The \$5 billion funding gives communities the resources needed to help eligible households find and remain in housing. HUD estimates that these Emergency Housing

Vouchers (EHVs), alongside resources provided by the CARES Act, could help house 130,000 households nationwide.

In May 2021, HUD awarded the Oakland Housing Authority 515 EHVs. OHA will work in partnership with its local Continuum of Care, the Coordinated Entry System and other local Public Housing Authorities to advance and improve the housing outcomes of individuals most impacted in Alameda County.

In order to be eligible for an EHV, an individual or family must meet one of four eligibility categories:

- Homeless
- At risk of homelessness
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

The EHV program is a direct referral program. Alameda County Coordinated Entry will send direct applicant referrals for Emergency Housing Vouchers to OHA. OHA will conduct eligibility screening and inspect all units. OHA also received Administrative fees for activities related to assisting EHV applicants with leasing units. OHA is working closely with Alameda County PHAs and the Continuum of Care to finalize a joint Memorandum of Understanding. OHA has convened an EHV work team who are collaborating with other local PHAs, County staff and a community partner to prepare a standardized application, workflow and SOP's. HUD has also provided administrative fee funding for a number of activities to assist with leasing such as landlord incentives, security deposits, "speed" leasing bonus and care packages for new residents. The program launched late July 2021.

Owner Incentives

Per OHA's MTW plan, Leased Housing has launched four owner incentives: Vacancy Loss (Re-Rent Bonus), Pre-Qualifying inspections, Signing Bonus, and Owner Recognition. The incentive for the Maintenance Repair Loan will launch in first quarter 2021.

Vacancy Loss (Re-Rent Bonus)- Payment for up to two months HAP is offered to existing HCV owners if they re-rent a unit previously occupied by an HCV tenant to another HCV participant within two months of contract cancellation.

OHA paid \$0 in vacancy loss to 0 owners. Units had an average vacancy period of X days.

Pre-Qualifying Unit Inspections- A pre-qualifying unit inspection is offered to all HCV program owners to expedite the lease up process, and minimize delays or losses due to

inspections. Inspections are not be linked to a participant. Once a unit has passed, the owners will have up to 60 days to find a tenant for the unit..

OHA conducted 0 initial pre-inspections. OHA has conducted 81 pre-qualifying inspections for HCV units.

Signing Bonus - For new landlords who sign a contract with OHA allowing a Section 8 family to move into one of their available units; OHA will pay the owner a \$500 signing bonus. This is for new owners who have not contracted with us prior to March 2015.

OHA paid 10 new owners a \$500 bonus/\$5,000.

Maintenance Repair Loan -To ensure a home is maintained, each apartment must pass a Housing Quality Standards Inspection. We know this can be particularly difficult for older properties and for smaller property owners who may not have capital repair funds available. Using a small advance on the owner's Housing Assistance Payments, up to \$2,500, owners will have the funds needed to make those repairs, and complete the inspection process. Owners will repay OHA by having a small deduction out the first six rental assistance payments. This incentive will launch in 2022.

CARES Act funding

Owner and Resident Incentives:

New Contract Lease ups:

- Leased Housing and the Finance team have collaborated to create a seamless process to pay a \$250 incentive payment to owners who lease units to program participants and applicants. Total paid to date \$104,000 to 416 owners.

Owner Direct Deposit

- Every owner who shifted to direct deposit for HAP check received \$200.
- Finance and Leased Housing Departments are worked together to launch this incentive during March 2021-May 2021. Total of \$88,600 to 443 owners.

Security Deposit Assistance

- Security Deposit incentive to remove barriers to leasing units during the pandemic when family resources and incomes have reduced.

- Tenants request security deposits assistance and the incentive is paid directly to the owner upon execution of the HAP contract.
- A total of 251 families have utilized security deposit assistance for a total of \$357,599.

Owner Portal Sign up

- OHA is offering \$100 incentive to owners who register on the portal
- The portal is one-stop for owner information: inspections, HAP deposits, resident rent portion changes.
- 151 owners have utilized this incentive for total expense of \$15,100.

New Contracts Entered for Owner Payment October 2021

PBV	98
Section 8	58
HUD VASH	9
TRA/Shelter Plus	8
Mod Rehab	2
Other	17
Contracts Entered for Payment	192

Project Based Vouchers

Projects in the pipeline/leasing

- **Fruitvale Studios (12 units): Expected lease-up in November 2022**
- **Foon Lok West (Brooklyn Basin)- May 2022**

	Project	Awarded PBVs	Families submitted	Families in Process	Eligible Families	Denied/Declined
1	Oak Grove South	27	21	9	12	0
2	Coliseum Place	37	7	4	3	0

Program Compliance Team

Program Compliance team is focused on the analysis, prevention or remedial action, if necessary, to prevent or correct program noncompliance by participants and owners. Program Compliance staff works with all the Leased Housing teams as well as the Oakland Housing Authority Police Department and the Executive Office. The team conducted 29 client interactive/warning meetings, processed 12 owner notification letters, resolved 10 late rent notices, resolved 86 resolution cases and processed 16 proposed termination notices. Additionally, the team assigned 1 police reports and calculated \$11,677 in subsidy overpayments. The team is developing an owner notice explaining the federal eviction moratorium end and in place City of Oakland moratorium and State resources for non-payment of rent to limit potential evictions.

Rent Increases

Leased Housing received 489 rent increase requests. There were 345 Housing Choice Vouchers completed. A total of 112 - Project Based Vouchers and Mod Rehab. The average rate of increase was 10% and average amount approved was \$92.

Existing Units PBV 16-008 project update

The Oakland Housing Authority issued RFQ #16-008 to invite qualified owners, property managers, and developers servicing the residents within the City of Oakland to solicit proposals for the award of Project Based Voucher Rental Assistance for existing units.

There are a total of 636 project based vouchers in 21 projects which received an award through the Existing Project Based Voucher program. OHA has executed Housing Assistance Payment contracts for twenty (20) projects.

Projects in process :

	Project	Awarded PBVs	Families submitted	Families in Process	Eligible Families	Denied/Declined
1	Kenneth Henry Court	15	13	0	12	1

Special Needs Housing

The Harrison Hotel is part of the County's Shelter Plus Care program subsidizing 59 units, reported 100% lease up for formerly homeless disabled residents. The County refers applicants to OHA for intake and unit inspections.

Local Programs

Sponsor Based Housing Assistance Program (SBHAP)

On June 22, 2020, the Board of Commissioners passed resolution 4915 approving funding in the amount of \$3,081,093 for FY21 to serve an additional 40 homeless families with children.

The program can serve up to 140 households in FY22.

Services/ Funder	HH Served Min - Max.	Target Population	Supportive Services Provider	Housing Services Provider
PATH: Community Housing Services	27-30	Encampments/ Shelter	Lifelong Medical St. Mary's Center Building Futures w/ Women & Children	Abode Services
Behavioral Health Care Services	18 - 20	Encampments/ Shelter: Homeless. Serious Mental Illness	Lifelong Medical	Abode Services
Oakland Unite: Dept. of Human Services	25-30	Re-entry: Adult Probation & Parole	Abode Services	Abode Services
PATH: ESG & THP+ Funding	17-20	Homeless Youth Ages 18-24 who are homeless or at-risk of homelessness and exiting the foster care or juvenile justice system	First Place for Youth	First Place for Youth
City of Oakland – HSD - CHS	20-40	Families experiencing homelessness, at risk of homelessness or victims of	Building Futures for Women & Children	Building Futures for Women & Children

domestic
violence

Building Bridges

The Building Bridges Program is a result of recommendations from the Board of Commissioners Ad Hoc Special Needs committee whose purpose was to identify special needs populations who will benefit in securing stable short term local housing assistance. Two pilot programs were implemented: the first serving Emancipated Foster Youth participating in the THP+ program, and the second serving CalWORKs participants participating in County short term housing assistance program. Through systems alignment, Alameda County Social Services Agency and, First Place for Youth in partnership with OHA will ultimately improve the effectiveness of the delivery of assistance programs and services to low-income households by allocating scarce resources more effectively, leveraging other public and private resources, and institutionalizing best practices.

CalWORKs

CalWORKs Building Bridges program, provides a stable shallow housing subsidy (1-2 years) for Social Services Agency clients who are actively engaged in a plan to achieve self-sufficiency, specifically employable, formerly homeless CalWORKs clients.

An average of 50 families per month will receive an average of \$1,500 per month local rental assistance from OHA. Contract term is 5 years. Costs to not exceed \$5,000,000 over the five year term; with \$1,000,000 budgeted annually. Reasons for denial: Incomplete information, client exited from Housing Support Program by County, client request, non-compliance with CalWORKs program, or no inspection requested or passed.

Available	Referrals received	Households admitted	Households in eligibility process/inspection
50	38	29	4

First Place for Youth (FPFY)

FPFY Building Bridges program is a short-term five-year program for up to 50 participants. The short-term assistance payment will phase down funding in year four and year five. Roommate living arrangements are allowed. The service provider will be responsible for ensuring that participants and units meet program eligibility requirements and submitting required reports and periodic invoices. OHA Board of Commissioners on April 9, 2018 approved funding for the project up to \$5,000,000 over a five year term. Reasons for denial: unit not located in Oakland, no inspection passed or requested, incomplete or missing documentation

Available	Referrals received	Households Admitted	Households in eligibility process and inspection
50	57	26	23

Local Housing Assistance Program/Single Room Occupancy – LHAP/SRO

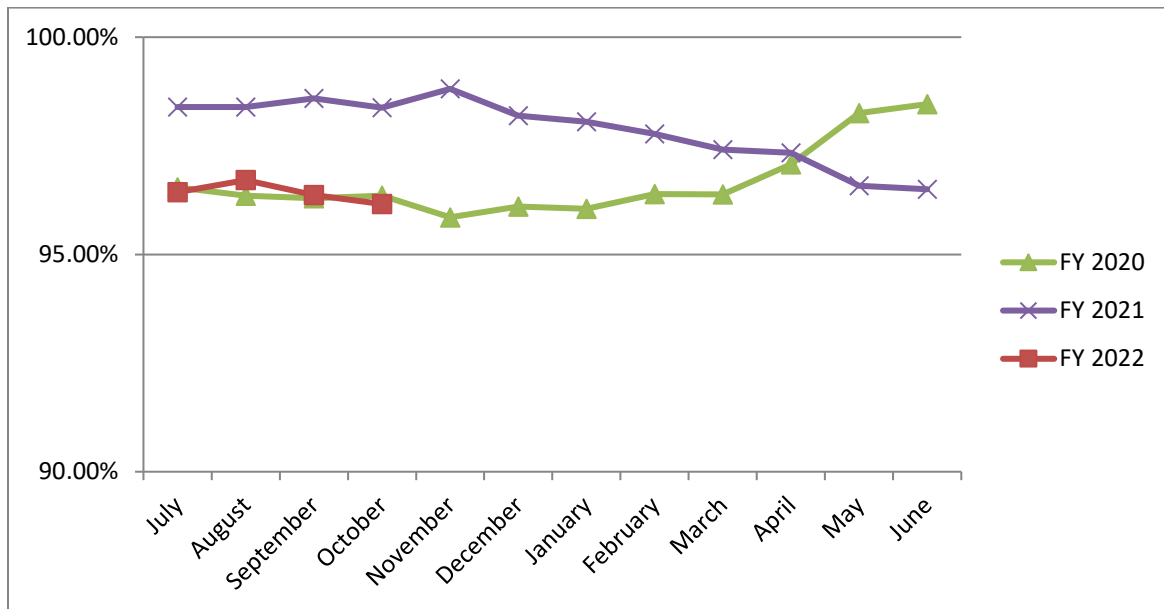
As of September 2021 TOTALS	Total Units	Vacant or Non-Eligible Units	Eligible Units	Subsidy Per Unit
	311	135	176	\$897

- All properties received subsidy increase with FY21 HUD Fair Market Rent.

Property Operations Department

Occupancy Report

Public Housing Occupancy Rates - TOTAL PORTFOLIO 96.16%



All Authority Public Housing Units

Month	Occupancy Rate
November 2020	98.81%
December 2020	98.19%
January 2021	98.05%
February 2021	97.77%
March 2021	97.41%
April 2021	97.34%
May 2021	96.58%
June 2021	96.50%
July 2021	96.43%
August 2021	96.71%
September 2021	96.37%
October 2021	96.16%

Authority Managed Public Housing Units

Development	Total Units	Non-dwelling Units/Exempt	Available Units	Occupied Units	Units in Turnover	Reserved Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
Lockwood Gardens	372	2	370	355	7	3	5	96.76%	95.95%
Peralta Villa	390	2	388	369	2	2	15	95.10%	95.10%
Total	762	4	758	724	9	5	20	95.91%	95.51%

OAHPI Project Based Section 8 Units

Portfolio	Total Units	Excluded Units (HCEB)	Available Units	Occupied Units	Down Units	Units in Turnover	Reserved Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
Deep East	278	10	268	221	26	1	2	18	82.84%	82.46%
East	258	0	258	222	32	0	1	3	86.82%	86.05%
Fruitvale	270	3	267	248	11	1	1	6	93.63%	92.88%
San Antonio	244	4	240	231	6	0	0	3	96.25%	96.25%
West	230	0	230	221	8	1	0	0	96.09%	96.09%
North	239	0	239	216	14	4	1	4	89.96%	90.38%
Total	1,519	17	1,502	1,359	97	7	5	34	90.75%	90.75%

OAHPI – PACT Program

Portfolio	Total Units	Office Units for Admin	Program Units	Program Occupied Units	Employee Occupied Units	Down Units/CID	Units in Turnover	Application in process from ACSO	Reserved/Preleased Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
East	20	1	19	13	1	3	0	0	0	2	73.70%	73.70%

Recertification Report

Authority Managed Public Housing Units

Development	Completed Annual Recertifications	Recertifications/Outstanding	Recertifications/Legal	Current Month Backlog
Lockwood Gardens	15	150	6	144
Peralta Villa	30	85	4	81
Total	45	235	10	225

Tenant Rent Collections

Authority Managed Public Housing Units

Development	Charged	Collected	Percent Collected	Budgeted Rent	Collect to Budget
Lockwood Gardens	\$131,563	\$118,464	90.04%	\$134,591	88.02%
Peralta Village	\$128,768	\$125,167	97.20%	\$122,377	102.28%

OAHP Project Based Section 8 Units

Portfolio	Charged	Collected	Percent Collected	Budgeted Rent	Collect to Budget
Deep East	\$122,662	\$62,328	50.81%	\$151,111	41.25%
East	\$131,996	\$80,162	60.73%	\$173,141	46.30%
Fruitvale	\$142,334	\$126,401	88.81%	\$155,824	81.12%
San Antonio	\$126,621	\$93,901	74.16%	\$136,062	69.01%
West	\$138,291	\$144,138	104.23%	\$147,222	97.91%
North	\$127,401	\$132,223	103.78%	\$137,343	96.27%

Tenant Accounts Receivable

Authority Managed Public Housing Units

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	\$70,719	\$56,951	\$0	\$425,430	(\$36,450)	\$516,650
Peralta Villa	\$51,492	\$40,471	\$0	\$214,671	(\$58,190)	\$248,443

* Includes Current Tenant Rent and Misc. charges.

OAHP Project Based Section 8 Units Tenant Rent

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Deep East	\$85,103	\$74,096	\$250	\$1,016,948	(\$45,222)	\$1,131,175
East	\$83,420	\$70,129	(\$996)	\$1,123,323	(\$51,066)	\$1,224,810
Fruitvale	\$89,209	\$78,410	\$770	\$626,380	(\$56,634)	\$738,134
San Antonio	\$62,664	\$51,066	\$0	\$414,499	(\$100,554)	\$427,676
West	\$74,932	\$53,510	(\$6,487)	\$507,554	(\$95,263)	\$534,246
North	\$70,387	\$51,359	(\$4,250)	\$540,745	(\$152,760)	\$505,481

* Includes Current Tenant Rent and Misc. charges.

OAHP Project Based Section 8 Units Housing Assistance Payments (HAP)

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total HAP Owed
Deep East	\$27,853	\$11,266	\$0	\$350,737	\$0	\$389,856
East	\$41,382	\$31,823	\$0	\$241,579	\$0	\$314,784
Fruitvale	\$26,388	\$19,954	\$1,916	\$345,403	\$0	\$393,661
San Antonio	\$43,094	\$25,481	\$0	\$288,429	\$0	\$357,004
West	\$42,469	\$22,656	\$10,094	\$373,252	\$0	\$448,471
North	\$23,813	\$25,663	\$3,532	\$396,064	\$0	\$449,072

* Current tenants only

Authority Managed Public Housing Units

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	\$59	\$3	\$0	\$73,167	(\$574)	\$72,655
Peralta Villa	\$1,598	\$1,610	\$0	\$61,385	(\$2,488)	\$62,105

*Past tenants

OAHPI Project Based Section 8 Units Tenant Rent

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Deep East	\$50	\$1,681	\$250	\$701,028	(\$21,471)	\$681,538
East	\$223	\$871	\$0	\$337,564	(\$27,994)	\$310,664
Fruitvale	\$4,291	(\$1,506)	\$0	\$228,733	(\$20,121)	\$211,397
San Antonio	\$342	\$361	\$0	\$168,871	(\$14,121)	\$155,453
West	\$1,811	\$1,811	\$0	\$143,603	(\$34,830)	\$112,396
North	\$0	\$621	\$0	\$248,463	(\$19,841)	\$229,244

*Past tenants

OAHPI Project Based Section 8 Units Housing Assistance Payments (HAP)

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total HAP Owed
Deep East	\$0	\$1,987	\$0	\$280,915	\$0	\$282,902
East	\$2,074	\$1,602	\$0	\$198,012	\$0	\$201,688
Fruitvale	\$316	\$7,392	\$0	\$130,531	\$0	\$138,239
San Antonio	(\$342)	\$0	\$0	\$108,362	\$0	\$108,020
West	\$1,289	\$1,289	\$0	\$109,682	\$0	\$112,260
North	\$0	\$1,437	\$0	\$80,947	\$0	\$82,384

* Past tenants

Work Order Report

Work Order Report - Authority Managed Public Housing Units

Development	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Current Month Remaining Open WOs
Lockwood Gardens	372	200	464	225	439
Peralta Villa	390	31	524	330	225
Total	762	231	988	555	664

Work Order Report – OAHPI Project Based Section 8 Units

Portfolio	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Current Month Remaining Open WOs
Deep East	278	380	222	204	398
East	278	414	212	147	479
Fruitvale	270	119	241	234	126
San Antonio	244	110	178	190	98
West	271	373	195	302	266
North	239	240	130	178	192
Total	1,539	1,636	1,178	1,255	1,559

Legal Report

Legal Report – Authority Managed Public Housing Units

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
Nov-20	5	0	5	\$ 3,059.00
Dec-20	2	0	2	\$ 2,027.00
Jan-21	4	0	4	\$ 637.00
Feb-21	0	0	0	\$ -
Mar-21	0	0	0	\$ -
Apr-21	0	0	0	\$ -
May-21	0	0	0	\$ -
Jun-21	0	0	0	\$ -
Jul-21	0	0	0	\$ -
Aug-21	0	0	0	\$ -
Sep-21	0	0	0	\$ -
Oct-21	0	1	1	\$ 600.00

Legal Report – OAHPI Project Based Section 8 Units

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
Nov-20	0	0	0	\$ -
Dec-20	1	1	2	\$ 57,571.00
Jan-21	0	0	0	\$ -
Feb-21	0	0	0	\$ -
Mar-21	0	0	0	\$ -
Apr-21	0	0	0	\$ -
May-21	1	0	1	\$ 21,564.00
Jun-21	0	0	0	\$ -
Jul-21	4	0	4	\$ 64,805.41
Aug-21	2	0	2	\$ 251.00
Sep-21	0	0	0	\$ -
Oct-21	0	0	0	\$ -

Resource Conservation Community Engagement and Outreach

Authority Managed Public Housing Units

Development	Site Assessments	Resident Contact	Flyer Outreach	In-Person Site Meetings	Virtual Meetings	# of Virtual Meeting Participants
Lockwood Gardens	2	0	358	0	0	0
Peralta Villa	4	0	369	0	0	0
Total	6	0	727	0	0	0

OAHPI Project Based Section 8 Units

Portfolio	# of Sites Visited	Site Assessments (includes multiple visits)	Resident In-Person Contact	Resident Phone Outreach	Flyer Outreach	In-Person Site Meetings
Deep East	36	37	12	0	0	3
East	18	18	0	0	0	0
Fruitvale	16	16	21	0	0	4
San Antonio	41	89	19	0	0	2
West	33	58	29	0	0	6
North	30	42	22	0	0	2
Total	174	260	103	0	0	17

Capital Improvement Department

Rehabilitation Team:

Unit Renovations

	OHA	OAHPI
Units Completed and Returned to OPO in September	2	8
Units Received From OPO in September	1	13
Units Completed in Fiscal Year 2021-22 To Date	10	39

These unit renovations are complete turns, typically stripped down to the sheetrock. They include:

- Asbestos abatement in walls and flooring if present
- Re-textured and painted
- Kitchen and bathroom cabinet replacements including granite countertops
- New bathtubs and new plumbing fixtures
- All the mill work gets replaced i.e. doors, frames, floor molding, closet doors etc.
- Electrical panels are moved to new, code approved locations
- All smoke and carbon monoxide detectors are rewired to the main panel
- Installation of new, always on, bath fans to improve indoor air quality
- Replacement of all flooring and carpeting
- Added light fixtures on the ceilings of living and bedroom areas

OHA Recently Completed:

- 1218 65th Ave.
- 842 Kirkham Way
- Harrison trash area fencing
- Lighting for public kiosks
- Exterior paint at 935 Union

In the Preconstruction/Construction Process:

- 1229 65th Ave., Unit F
- 1322 65th Ave
- 1249 66th Ave.
- 914 Mandela Pkwy, Unit F

Administrative Buildings

- Service Center Driveway asphalt R&R, reseal, and stripe
- Lockwood Entry ADA Improvements—In progress
- Bio polar ionization units for HVAC systems (Cares Act)
- Additional card reader locations and infrastructure for future kiosks
- Palo Vista ADA entry doors

Oak Groves Rehab - OHA/RAMP Development



Oak Groves is an acquisition/rehabilitation low-income housing tax credit, tax exempt bond project for 151 units of formerly public housing for low-income seniors in two buildings in downtown Oakland.

Project Description:

Project Address:	620 17 th St. & 570 16 th St.	Affordability Targeting:	30-60% of AMI
Project Type:	Acquisition/Rehabilitation	Architect:	Okamoto-Saijo Arch.
Number of Units:	151	General Contractor:	BBI Construction Inc.
PBVs:	149	Property Management:	John Stewart Co.
Target Population:	Low-Income Seniors	Total Development Cost:	\$126.2M

Permanent Funding Sources:

• Tax Exempt Perm Loan:	\$23,600,000	• OHA Ground Lease Loan	\$599,901
• Seller Carryback Loan:	\$34,400,000	• Release of Forward Commit. Fee:	\$472,000
- Accrued/Deferred Interest:	\$1,729,173	• Deferred Developer Fee:	\$5,449,437
• OHA Sponsor Loan	\$15,000,000	• GP Equity	\$100
		• Tax Credit (LP) Equity	\$44,967,088

OHA Board Authorizing Resolutions:

- No. 4696, 07/25/16: Okamoto-Saijo Architecture Contract
- No. 4728, 07/27/17: BBI General Contractor Contract
- No. 4743, 04/03/17: Overland Pacific & Cutler Relocation Contract
- No. 4767, 08/28/17: HUD Section 18 Disposition and PBV Award
- No. 4801, 04/09/18: Okamoto-Saijo Architecture Budget Increase
- No. 4803, 06/04/18: BBI General Contractor Contract Amendment
- No. 4837, 09/24/18: OHA as Development Partner and Option to Lease Land & Improvements
- No. 4838, 09/24/18: Creation of New OAHPI Development Corporation
- No. 4848, 02/11/19: Section 18 Disposition and Financing and Withdrawal of OHA Development LLC from Partnership
- No. 4869, 05/13/19: Substitute RAMP for OAHPI in RHI Oak Groves LLC and Execute County Environmental Land Use Covenants
- No. 4880, 07/22/19: Amend Resolution 4848 to Update Financing
- No. 4890, 10/14/19: OHA as Co-Guarantor with RAMP and Unit Count Confirmation
- No. 4898, 12/09/19: Add California Bank & Trust as Co-lender
- No. 4899, 12/19/19: Amend Resolution 4898 to Remove California Bank and Trust as Co-lender and Reapprove US Bank as Sole Lender

Affiliate Board Authorizing Resolutions:			
<ul style="list-style-type: none">No. 19-001, 07/09/19: Secure FinancingNo. 19-002, 07/09/19: Secure Financing, Implement Rehabilitation, and Act as Guarantor-DeveloperNo. 19-003, 10/22/19: Amendment to Resolution No. 19-001 to Clarify Existing Guarantee Obligations, have OHA Act as Co-Guarantor until Environmental Closure, to Authorize Patricia Wells to Execute Documents Previously Executed by Eric Johnson, and to Confirm the Unit CountNo. 19-004, 10/22/19: Amendment to Resolution No. 19-002 to Clarify Existing Guarantee Obligations, have OHA Act as Co-Guarantor until Environmental Closure, to Authorize Patricia Wells to Execute Documents Previously Executed by Eric JohnsonNo. 19-005, 10/22/19: Enter into Assignment & Assumption Agreement with OHA for Relocation Contract and Amend Contract to Add Moving ServicesNo. 19-006, 10/09/19: Partnership Co-lender BifurcationNo. 19-007, 10/09/19: Add California Bank & Trust as Co-Lender and Bifurcate Construction/Permanent Loan Using Two Promissory Notes - one Recourse to RAMP and the Partnership and one Non-recourseNo. 19-008, 12/09/19: Amend No. 19-005: Amend Relocation Contract, Secure Temporary Housing with Extended Stay America, and Contract with Chipman MoversNo. 19-009, 12/19/19: Amend No. 19-006: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lenderNo. 19-010, 12/19/19: Amend No. 19-007: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lender			
Approved OHA/Affiliate Funding:		Disbursements to Date:	
RAMP: \$100 GP Equity		\$100 GP Equity	
Current Project Status: Work is substantially completed on Oak Grove North and work is underway at Oak Grove South.			
Construction Progress:		New Hires:	
% Complete on 10/31/21:	96.95%	Number of New Hires:	153
% Complete last Month:	93.84%	Number of Section 3 Hires:	37
Scheduled Completion Date:	12/2021	% Section 3:	24.18%
Construction Contract Status:			
Original Contract Amount	\$44,117,725.00	Pending Change Orders (PCOs)	\$119,256.74
Approved Change Orders	\$ 3,744,907.33	Potential Future Changes	<u>\$7,922.30</u>
Current Contract Amount	\$47,862,632.33	Potential Contract Amount	\$47,989,811.37
Milestones Completed Past Month:			
Oak Grove North			
<ul style="list-style-type: none">The building is fully occupied and residents are utilizing the courtyardCity sidewalk work, including street trees, has been completed			
Oak Grove South			
<ul style="list-style-type: none">All residents have been temporarily relocatedExterior stucco is completeExterior painting has begun90% of courtyard concrete has been poured99% of punch work on floors 2 through 5 is completeDamage caused by the rain storm is being assessed			

Harrison Tower – OHA/RAMP Development



Harrison Tower, a 101-unit senior public housing development, was approved for a Section 18 Disposition by HUD in July 2018. This approval will allow the property to be refinanced utilizing tax-exempt bonds, conventional debt, and low income housing tax credits to modernize all building systems and renovate the 100 senior apartments and one (1) manager's unit.

In addition to substantially rehabilitating all residential units, the 3rd floor residential amenities and property management/ services offices will be reconfigured and updated, and seismic upgrades will be performed throughout the building which will include the garage and 1st and 2nd floor Authority offices.

Project Description:

Project Address:	1621 Harrison Street	Affordability Targeting:	50% AMI
Project Type:	Rehabilitation	Other Uses:	OHA Headquarters
Number of Units:	101	Architect:	Saida +Sullivan Architects
PBVs:	100	General Contractor:	To be determined
Target Population:	Seniors	Property Management:	To be determined
		Total Development Cost:	\$86.4M (includes \$30.1M Seller Carryback Loan)

Targeted Permanent Funding Sources:

- Permanent Hard Loan
- Tax Credit (LP) Equity
- GP Equity
- OHA Loan
- OAHPI Seller Carryback Loan
- Deferred Developer Fee

OHA Board Authorizing Resolutions – None to date

Affiliate Board Authorizing Resolutions:

- OAHPI No. 19-006, 5/31/19: Arch. and Engineering Contract with Saida + Sullivan Design Partners
- OAHPI No. 20-001, 5/5/20; Construction Manager contract with Buis Construction Services, Inc.
- OAHPI No. 20-009, 10/19/20; First Amendment to Saida + Sullivan Design Partners Contract
- OAHPI No. 21-002, 2/9/21; Relocation Consultant Contract with Overland Pacific & Cutler

Approved OHA/Affiliate Funding:

\$4,840,000 for Predev. in FY21 OAHPI Budget

Disbursements to Date:

\$627,536

Current Project Status:

Predevelopment: Relocation planning is well underway. Staff continue to work through rehab phasing and related financing options in response to significant program changes to the CA tax-exempt bond program.

Milestones Completed Past Month:

Predevelopment activities are ongoing.

Partnerships with Nonprofit Developers

Brooklyn Basin Master Plan

The Authority, in partnership with the City of Oakland and MidPen Housing, is engaged in developing 465 units of affordable housing for low-income families and seniors as part of the Brooklyn Basin master planned community.

The Brooklyn Basin project (formerly known as “Oak to Ninth”) is a large scale, master planned community on a formerly-industrial site along Oakland’s waterfront. The site is approximately 64 acres of waterfront property off Embarcadero Road and 10th Ave.

When complete, the project will include up to 3,100 residential units (including the 465 affordable rental units), 200,000 square feet of commercial space, approximately 32 acres of parks and public open space, two renovated marinas (170 boat slips), and an existing wetlands restoration area. The master developer is Zarsion-OHP I, LLC (ZOHP) whose principal local partner is the Signature Development Group.

The City of Oakland acquired Parcels A and F from ZOHP for the purpose of developing the 465 affordable units of affordable housing. The Authority acquired a 50% share of Parcels A and F on October 19, 2017 for \$10 million. Four distinct projects are planned for these properties. Projects 1, 2 and 3 are described in detail below. Project 4 is expected to break ground in the secondquarter of 2022.



BROOKLYN BASIN ILLUSTRATIVE PLAN

Brooklyn Basin Projects 1 and 2 – Partnership with MidPen



*Brooklyn Basin Projects 1 (Paseo Estero) and 2 (Vista Estero) include a total of 211 units on Parcel F. Both projects were completed in January 2021. **Paseo Estero** includes 101 units for very low-income families and **Vista Estero** includes 110 units for very low-income seniors.*

Photo: Front view of Vista Estero. Photo credit: David Wakely

Project Description:

Project Address:	255-285 8 th Avenue	Affordability Targeting:	30-60%
Project Type:	New Construction	Other Uses:	None
Number of Units:	211	Architect:	HKIT Architects
PBVs:	132	General Contractor:	Nibbi Brothers
Target Population:	Paseo Estero - families Vista Estero - seniors	Property Management:	MidPen
		Total Development Cost:	\$137.2M

Permanent Funding Sources:

• OHA Land Loan	\$5,000,000	• City of Oakland	\$12,670,000
• Federal Home Loan Bank AHP	\$1,690,000	• Tax Credits – Wells Fargo	\$70,076,353
• Deferred Dev. Fee	\$9,623,545	• General Partner Equity	\$580,507
• Parcel T Reimb.	\$455,798	• Permanent Mortgage – CCRC	\$37,111,000

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:

MTW: \$5,000,000 Land Acquisition

Disbursements to Date:

\$5,000,000

Current Project Status:

Construction is 100% complete. With the project now 100% occupied as of July 31st, the developer is working towards converting all construction financing to permanent in January 2022.

Construction Progress:

% Complete on 1/31/21:	100%
% Complete last Month:	100%
Scheduled Completion Date	1/31/21

New Hires:

Number of New Hires:	767
Number of Section 3 Hires:	65
% Section 3:	8.47%
% Local Residents:	31.55%
% Local Apprentices:	27.12%

Milestones Completed Past Month: 100% lease up achieved as of July 31st.

Brooklyn Basin, Project 3 Partnership with MidPen Housing Corp.



*Project 3 (named **Foon Lok West**) on Parcel A will include 130 units for very low-income families and formerly homeless individuals and couples.*

Photo: Foon Lok West and remainder of Parcel A where Foon Lok East (Project 4) will be built. Vista Estero is on the bottomright corner; the market rate property, The Orion, is on the top of the photo. Photo is dated October 28, 2021

Project Description:

Project Address:	311 9 th Avenue	Affordability Targeting:	20-60%
Project Type:	New Construction	Other Uses:	None
Number of Units:	130	Architect:	HKIT Architects
PBVs:	65	General Contractor:	Nibbi Brothers
Target Population:	Very low-income families and formerly homeless individuals and couples	Property Management:	MidPen
		Total Development Cost:	\$108.7M

Permanent Funding Sources:

• OHA Land Loan (included in City loan)	• Alameda County A1 Funds	\$9,698,000
• SF Federal Home Loan Bank AHP \$1,290,000	• Tax Credits – Wells Fargo	\$50,907,000
• CA HCD – No Place Like Home \$5,500,000	• General Partner Equity	\$110,000
• City of Oakland \$12,442,000	• Permanent Mortgage – CA Community Reinvestment Corporation	\$19,970,000

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:

MTW: \$5,000,000 Land Acquisition

Disbursements to Date:

\$5,000,000

Current Project Status:

All exterior windows installed; exterior stucco complete on all elevations except for 8th Ave which is underway; permanent waterproofing installation has begun to replace temp roofs; cabinets and countertops installed on levels 1-3 and most of level 4; flooring installed on levels 1-3; HVAC and electrical rough in's are complete; solar PV substructures installed and all panels have been delivered.

Construction Progress:

% Complete:	78.0%
% Complete last Month:	69.0%
Scheduled Completion Date	May 2022

New Hires:

Number of New Hires:	216
Number of Section 3 Hires:	34
% Section 3:	15.74%
% Local Residents:	48.61%
% Local Apprentices:	55.07%

Milestones Completed Past Month: Construction is ongoing.

Brooklyn Basin, Project 4 Partnership with MidPen Housing Corp.



VIEW ALONG NINTH AVENUE AND CLINTON LANE

HKIT ARCHITECTS

RENDERINGS
REVISED 7/1/2019 BY JKH/HKS

BROOKLYN BASIN, PARCEL A, 5
MidPen Housing

*Project 4 (named **Foon Lok East**) on Parcel A will include 124 units for very low-income families and formerly homeless individuals and couples.*

Project Description:

Project Address:	389 9 th Avenue	Affordability Targeting:	20-60%
Project Type:	New Construction	Other Uses:	None
Number of Units:	124	Architect:	HKIT Architects
PBVs:	61	General Contractor:	Nibbi Brothers
Target Population:	Very low-income families, formerly homeless individuals and couples	Property Management:	MidPen
		Total Development Cost:	\$104.5M

Targeted Permanent Funding Sources:

- OHA Land Loan
- CA HCD – No Place Like Home (homeless funding)
- City of Oakland
- Tax Credit Equity – Wells Fargo Bank
- General Partner Equity
- Permanent Mortgage – CA Community Reinvestment Corporation

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:

MTW: \$5,000,000 Land Acquisition

Disbursements to Date:

\$5,000,000

Current Project Status:

Foon Lok East is fully entitled and Oakland Building Department plan check review is 100% complete. MidPen submitted an application for CDLAC and 4% tax credit replacement funding through the emergency CA Housing Accelerator Program in October. The developer expects to receive a commitment in early December and are targeting April 2022 to close on all construction financing and break ground.

Construction Progress:

% Complete: 0%
% Complete last Month: 0%
Scheduled Completion Date

New Hires:

Number of New Hires:
Number of Section 3 Hires:
% Section 3: %
% Local Residents: %
% Local Apprentices: %

Milestones Completed Past Month: Submitted application to CA HCD for California Housing Accelerator Program funding.

285 12th Street – Partnership with EBALDC



Construction of a new 65-unit affordable housing building on a former parking lot at 12th and Harrison Street Downtown Oakland.

Project Description:

Project Address:	285 12 th Street	Affordability Targeting:	20%-70% AMI
Project Type:	New Construction	Other Uses:	3,500 sq. ft. commercial
Number of Units:	65	Architect:	David Baker Architects
PBVs:	16	General Contractor:	TBD
Target Population:	Low-income families, 7 special needs units	Property Management:	EBALDC
		Total Development Cost:	\$53.6M

Targeted Permanent Funding Sources:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Tax Credit Investor Equity • Permanent Hard Loan • OHA Land Purchase • General Partner Equity • Deferred Developer Fee | Soft Loans & Grants <ul style="list-style-type: none"> • OHA Loan • Multifamily Housing Program • Infill Infrastructure Grant |
|--|---|

OHA Board Authorizing Resolutions:

- Reso. No. 4881, 9/22/19: Land purchase and soft loan in combined amount not to exceed \$12,000,000. Conditionally awarded 16 Project-Based Section 8 Vouchers.
- Reso. No. 4992, 8/23/21: Acquisition bridge loan not to exceed \$7,265,880.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$12,000,000 for land purchase and loan

Disbursements to Date:

\$6,843,286.11

Current Project Status:

Predevelopment – EBALDC is continuing architecture and engineering design, refining construction cost estimates, applying for funding, selecting a general contractor.

Milestones Completed Past Month:

Executed Acquisition Conditions Agreement, Predevelopment Loan Agreement, Bridge Loan Agreement, and related documents. Provided funding from the Bridge Loan and Predevelopment Loan.

The California Department of Housing and Community Development released preliminary scoring information from the September Multifamily Housing Program (MHP) applications. Based on the preliminary scoring, it appears likely that 285 12th Street will receive MHP funding.

500 Lake Park – Partnership with EAH



OHA is partnering with EAH on the development of a 53-unit affordable housing building on the former site of the Kwik-Way Drive-In, in the Grand Lake Neighborhood of Oakland.

Project Description:

Project Address:	500 Lake Park	Affordability Targeting:	20%-60% AMI
Project Type:	New Construction	Other Uses:	2,900 sq. ft. commercial
Number of Units:	53	Architect:	Lowney Architecture
PBVs:	14 VASH Vouchers	General Contractor:	TBD
Target Population:	Low-income families, up to 16 special needs units	Property Management:	EAH
		Total Development Cost:	\$56.0M

Targeted Permanent Funding Sources:

<ul style="list-style-type: none"> • Tax Credit Investor Equity • Permanent Hard Loan • OHA Land Purchase • General Partner Equity • Deferred Developer Fee 	Soft Loans & Grants <ul style="list-style-type: none"> • OHA Loan • Calif. HCD Veterans Housing & Homelessness Prevention Program (VHHP) • Calif. HCD Multifamily Housing Program (MHP) • Calif. HCD Infill Infrastructure Grant (IIG)
--	---

OHA Board Authorizing Resolutions:

- Reso. No. 4900, 2/3/20: Land purchase and soft loan in combined amount not to exceed \$7,500,000. Conditionally awarded 14 Project-Based VASH Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$7,500,000 for land purchase and loan

Disbursements to Date:

\$6,321,157

Current Project Status: Predevelopment – EAH is continuing architecture and engineering design, refining construction cost estimates, and applying for funding.

Milestones Completed Past Month:

Continued predevelopment work. Procured waterproofing and accessibility consultants.

Asset Management Department

Occupancy Report - Contract Managed Public Housing Units

Development	Total Units	Non-dwelling units/ Exempt	Offline	Units Occupied by Employee	Available Units	Units In Rehab	Vacant and Available	Reserved Units**	Occupied Units	Previous Month Occupancy Rate	Current Month Occupancy Rate
Harrison Towers	101	0	16	1	84	0	0	0	84	100.00%	100.00%
Adel Court	30	0	0	0	30	0	2	2	28	93.33%	93.33%
Campbell Village	154	2	0	1	151	0	8	5	143	95.36%	94.70%
Palo Vista	100	0	0	1	99	0	3	3	96	96.97%	96.97%
Linden Court	38	0	0	0	38	0	3	0	35	92.11%	92.11%
Mandela Gateway	46	0	0	0	46	0	1	1	45	97.83%	97.83%
Chestnut Court	45	0	0	0	45	0	3	1	42	93.33%	93.33%
Foothill Family	21	0	0	0	21	0	0	0	21	100.00%	100.00%
Lion Creek I & II	99	0	0	0	99	0	1	1	98	97.98%	98.99%
Lion Creek III	37	0	0	0	37	0	0	0	37	100.00%	100.00%
Lion Creek IV	21	0	0	0	21	0	0	0	21	100.00%	100.00%
Total	692	2	16	3	671	0	21	13	650	96.87%	96.87%

Recertification Report - Contract Managed Public Housing Units

Development	Completed Annual Re-certifications	Re-certifications/ Outstanding	Re-certifications/ Legal	Total Backlog
Harrison Towers*	4	0	0	0
Adel Court*	0	0	0	0
Campbell Village	9	1	0	1
Palo Vista Gardens**	69	26	0	26
Linden Court	0	2	0	2
Mandela Gateway	1	4	0	4
Chestnut Court	0	2	0	2
Lion Creek Crossings	0	0	0	0
Foothill Family***	0	0	0	0
Total	83	35	0	35

TARs - Contract Managed Public Housing Units

Development	Charged	Collected	Current Month Uncollected	TAR	1- 30 Days	31- 60 Days	61 and Over	Total Balance
Harrison Towers	\$33,262	\$28,349	\$4,913	14.77%	-\$4,409	\$0	\$0	\$504
Adel Court	\$10,954	\$11,375	-\$421	-3.84%	\$2,526	\$871	\$5,924	\$8,900
Campbell Village	\$51,739	\$59,844	-\$8,105	-15.66%	\$18,066	\$4,337	\$18,869	\$33,167
Palo Vista Gardens	\$31,547	\$30,904	\$643	2.04%	\$660	\$1,823	\$9,127	\$12,253

Work Order Report - Contract Managed Public Housing Units

Development Name	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Remaining Open WO's
Harrison Towers	101	2	28	30	0
Adel Court	30	1	0	1	0
Campbell Village	154	6	92	92	6
Palo Vista	100	4	7	4	7
Chestnut Court	38	0	11	11	0
Linden Court	45	0	0	0	0
Mandela Gateway	46	2	20	9	13
Lion Creek Crossings	157	0	0	0	0
Foothill Family	21	0	0	0	0
Total	692	15	158	147	26

Legal Report – Contract Managed Public Housing Units

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
July 2020	0	0	0	\$0
August 2020	0	0	0	\$0
September 2020	0	0	0	\$0
October 2020	0	0	0	\$0
November 2020	0	0	0	\$0
December 2020	0	0	0	\$0
January 2021	0	0	0	\$0
February 2021	0	0	0	\$0
March 2021	1	0	1	\$552
April 2021	0	0	0	\$0

May 2021	0	0	0	\$0
June 2021	0	0	0	\$0
July 2021	0	0	0	\$0
August 2021	0	0	0	\$0
September 2021	0	0	0	\$0
October 2021	0	0	0	0
Total	1	0	1	\$552

Senior Site Activities

Outreach Efforts/Activities	Harrison Towers	Adel Court	Palo Vista Gardens	Total
Wellness Phone Calls	170	30	NA	200
Mercy Brown Bags	150	40	67	257
Home Visits	2	N/A	N/A	2
Spectrum Senior Lunches Served	N/A	N/A	672	672
Case Management	2	N/A	N/A	2
Home Management	4	N/A	N/A	4
Benefits/Insurance Support	33	N/A	N/A	33
Birthday Cards	17	1	4	22
Laundry Card Refill	N/A	N/A	11	11
USOAC Walk Club	N/A	N/A	20	20
Bingo	13	N/A	21	34
Halloween Celebration	N/A	25	22	47
Meditation Classes	N/A	N/A	9	9
Mahjong	11	N/A	N/A	11
Fun Fridays	N/A	N/A	48	48

Food Resources

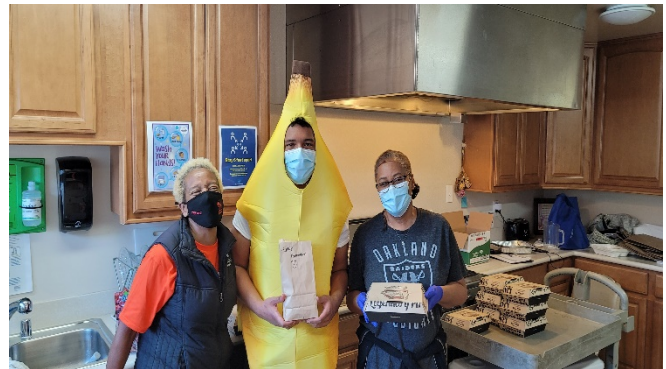
- Mercy Brown Bags:** As part of the on-going Mercy Brown Bag program where residents receive bi-weekly delivery of produce, the following number of bags were delivered to residents during the month of October: one hundred fifty (150) bags to Harrison Towers; forty (40) to Adel Court; and, seventy-three (73) bags to Palo Vista Gardens. Staff continued to help pack the bags and provide contactless delivery to residents who have mobility issues. Each Mercy Brown Bag contained a variety of fresh produce and baked goods, proteins including eggs, ground beef, and/or tilapia, collard greens, celery, tomatoes, apples, pears, milk, bread, and pastries. All residents are informed on how to sign-up for the food bag delivery and

advised that the management team will help to deliver the bag to the resident's door.

- **Spectrum Lunch Program:** Each month, from Monday to Friday, Spectrum Foods provides hot meals to residents of Palo Vista Gardens. This month, six hundred seventy-two (672) lunches were served. Residents were able to pick up their hot lunches from the community room and property management staff provided lunch delivery to the residents with mobility issues.

Health & Wellness

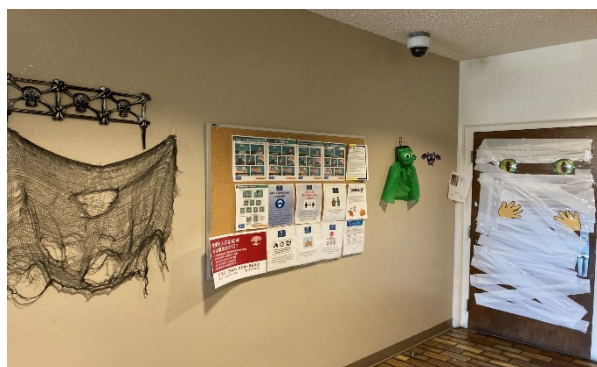
- **Game Activities:** As of October 25, 2021, the management team at Harrison Towers has been able to resume in-person game activities for residents in the Community Room. Residents are encouraged to sign-up for and participate in activities, including Bingo and mahjong. During the month of October, eleven (11) residents welcomed the opportunity to get together and play mahjong while another thirteen (13) played Bingo. Similarly, at Palo Vista Gardens, twenty-one (21) residents were able to enjoy each other's company by participating in in-person Bingo.
- **Halloween Celebration:** At Adel Court, the management staff planned a Halloween celebration for the residents, where Famous Dave's BBQ lunches were served and the twenty-five (25) residents who participated received a Halloween goodie bag filled with candy, a Halloween ornament and a cupcake. Additionally, at Palo Vista Gardens, twenty-two (22) residents were able to enjoy a Halloween party that was also catered by Famous Dave's BBQ. Music was played and Halloween props were provided for those residents who wanted to dress up and take a picture. All in attendance also received a candy bag and Halloween cupcake.



- **Birthday Celebrations:** In October, seventeen (17) Harrison Towers residents, one (1) Adel Court residents, and four (4) Palo Vista residents celebrated their birthdays. Each birthday celebrant receives a birthday card, gift bag and cupcake

delivered to them by the property management staff. Residents have expressed appreciation and excitement for their respective birthday delivery.

- **Laundry Card Refills:** As senior residents of Palo Vista Gardens must continue to maintain social-distancing protocols, the resident service coordinator collected funds from residents to load laundry cards on their behalf. Eleven (11) residents used this service during October.



Campbell Village Community Center

Outreach Efforts/Activities	Total
Phone Calls/Discussions	45
Auto-dialer Resident Phone Calls	45
Resident Text Messages for Food Pantry	360
Contactless Food & Supply Delivery (Seniors only)	6
Food Pantry	360
Hope 4 the Heart	120
Garden Club	36
Birthday Cards	22
Senior Bingo	8
Computer Lab	3
Ross Program (Zoom on the Move)	20
Coffee Hour	6
Covid-19 Testing/Vaccination	4

Food Resources

- **Food Pantry:** Every Tuesday, the management team sends text messages to all households who have signed up for the food pantry to come to the Community Room and pick up their food. This is done in partnership with the Alameda County Food Bank and residents receive bags with fresh fruit and vegetables, as well as other staples such as milk, eggs, and frozen meats. During the month of October, the team was able to distribute three hundred sixty (360) fresh food boxes and, to abide by social distance protocols, residents are allowed to come in one-at-a-time to pick up their food bag.
- **Hope 4 the Heart:** In partnership with Hope 4 the Heart, Campbell Village management staff were able to provide 120 food boxes to residents. The boxes contained baked goods such as bread, cakes, and cookies. Household members are able to procure their food box from the Community Room while observing social-distancing protocols. The resident services volunteer delivered meals to six (6) residents with mobility concerns.

Health & Wellness

- **Wellness Checks:** In October, the resident service coordinator called and had discussions with forty-five (45) households to better understand the needs of the

residents and provide them with information about current programs available at Campbell Village including computer classes, the ROSS program where they can do Zoom-on-the-Move, as well as opportunities to work in the community garden. The calls also give residents an opportunity to provide additional feedback about programs they would like to see at Campbell Village.

- **ROSS Program (Zoom on the Move):** The Resident Opportunity & Self-Sufficiency (ROSS) program had a total of 20 (twenty) residents participating in the Zoom on the Move sessions. The sessions were created so that residents could still attend on-line programs during COVID and many have expressed appreciation for this on-line social activity.
- **Covid-19 Testing/Vaccination:** In coordination with the Alameda County Health Department, which offers Covid-19 testing and vaccinations every three (3) weeks at the Campbell Village Community Center, four (4) residents were provided with testing services in October.
- **Computer Lab:** Three (3) residents used the computer lab to print documents and apply for unemployment benefits during this month. Each time, the computer lab was utilized by only one person at a time through an appointment and was thoroughly cleaned in between uses.
- **Birthday Celebrations:** During the month of October, twenty-two (22) residents celebrated their birthdays and the property management acknowledged each one of them with a birthday card.

Key to Home Activities

Outreach Efforts/Activities	1242 95 th	1733 92 nd	2353 E. 24 th	2349 83 rd	1900 E. 24 th	Key to Home Total
Wellness Phone Calls	10	6	3	3	0	22
Socially Distanced Wellness Checks	5	2	0	0	0	7
Harbor House Ministries Food Bag	2	0	0	0	0	2
Services Matching	3	2	0	0	0	5
Halloween Basket Giveaway	5	0	2	3	0	10

Food Resources

- **Harbor House Ministries Food Supply:** Every Tuesday and Thursday, households are can opt-in to receive a three-day supply of food from the Harbor House Ministries. To minimize waste due to unwanted items, households are

encouraged to select the foods they would like from available items. In October, two (2) three-day food supply bags were delivered to Key to Home residents. Food options provided by the Harbor House Ministries program included a variety of healthy food options including fresh fruit, vegetables, grains, eggs and dairy.

Health & Wellness

- **Wellness Phone Calls:** A total of twenty-two (22) wellness check calls were completed in October. After each initial call, the resident services coordinator follows-up with another call a week later to check-in on the residents and see if any further support is needed or requested. The majority of the phone call topics are around general assistance, but also include discussions on unemployment assistance, job training/skills-building and family counseling.
- **Halloween Basket Giveaway:** To help residents and their families celebrate Halloween, the resident services coordinator put together Halloween baskets filled with candies and goodies for all families who expressed interest in receiving one. A total of ten (10) baskets were delivered and the resident services coordinator received expressions of appreciation in person as well as through text messages.

WRITTEN
COMMUNICATIONS
(Executive Director's Report)

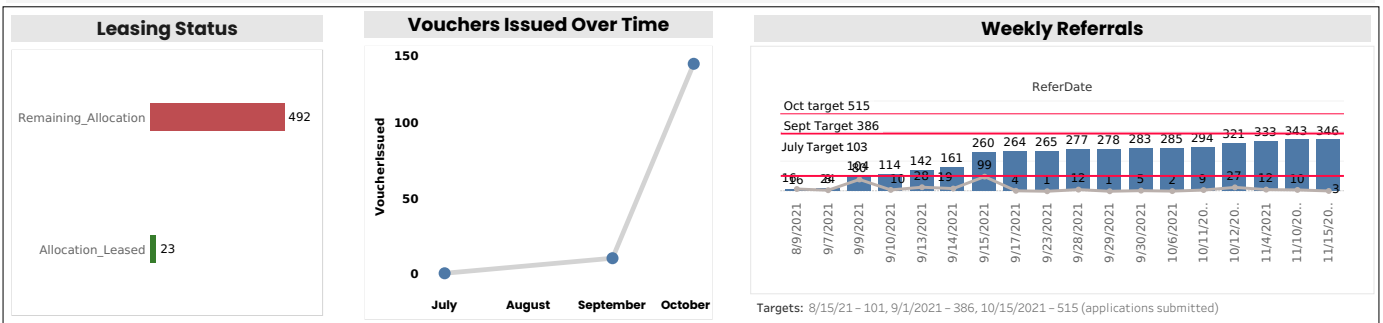
November 29, 2021

Emergency Housing Vouchers

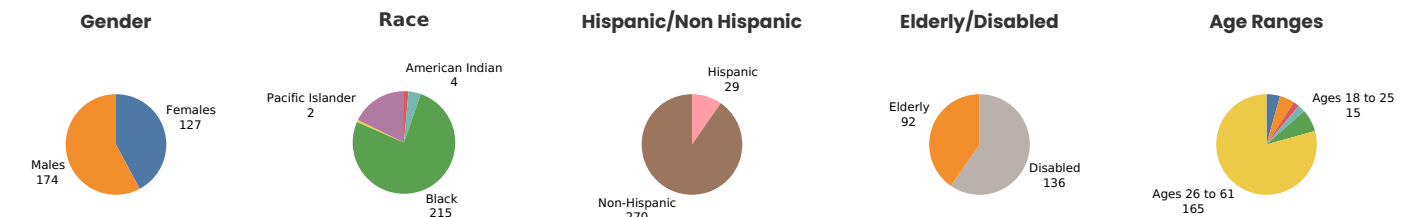
A dashboard to show information related to OHA's leasing efforts to utilize 515 Emergency Housing Vouchers awarded through the American Recovery Plan in 2021...

Number of Vouchers Allocated to OHA 515	Voucher Holders Searching for an Apartment 150	Percentage of Vouchers Leased or Issued 34%	Voucher Turnover 0	Applications Sent to OHA 346	Applications Processed by OHA 271
Vouchers Leased 23				Number of Households Identified for Referral 346	

Port Info	Search Info	Owner Incentives	Tenant Incentives
Immediate Portouts: 0	Average Search Time(days) 54	Landlord Incentive - Existing Landlord Bonus 17,000	Tenant Incentive - Lease by 10/31/2021 0
Portouts after leasing in Oakland: 0	Number Searching 150	Landlord Incentive - HQS Fail Fixes 0	Tenant Incentive - Lease by 12/31/2021 0
Data reflects ports leased at destination		Landlord Incentive - Lease By Oct31 0	Tenant Incentive - Lease Renewal 0
		Landlord Incentive - Lease Renewal 0	Tenant Incentive - Pay 1st 3 months 0
		Landlord Incentive - New Owner Bonus 0	Remaining Balance of Service Fee Funds 1,785,500
		Landlord Incentive - Speed Lease Bonus 0	



Leased in Place vs New Un..	City or County Program S..	Average Household Size	Eligibility Criteria
Lease in Place 21	Domestic Violence Program 6	Average Household Size 1.5	At Risk of Homeless 3
Lease New Unit 1	Housing Navigation-HHIS/HTSS ##		Recently/High Risk of Homeless 96
	Other 11		Homeless 161
	Project Roomkey/Safer Ground Staff 92		





AND 30+ More
Employers...

**GET HIRED
THIS
DECEMBER!**

Doors open at 1:00 p.m.

Parking lot will be opened to the public:

66th Ave. Main Gate Entrance
(on the North side of the venue)

Mask Required/
Social Distancing Applies

EAST BAY JOB FAIR & EXPO

Thursday, December 2, 2021

Location: RingCentral Coliseum

Time: 1:00 p.m. - 4:00 p.m.

Address: 7000 Coliseum Way, Oakland, CA 94621
(Enter on the southside of arena, near the Coliseum Bart Station)

For more information, please email Germaine Davis : gdavis@oaklandpic.org



Sponsors

- Oakland Private Industry Council, Inc.
- Alameda County Social Services Agency
- Oakland Housing Authority
- Roots Community Health Center (ROOTS)
- RingCentral Coliseum





EAST BAY ASIAN LOCAL DEVELOPMENT CORPORATION

BUILDING HEALTHY, VIBRANT AND SAFE NEIGHBORHOODS

New Strategies for 2021–2022



EXPANDING BEYOND OAKLAND

Since our inception 46 years ago, EBALDC has developed and preserved 30+ affordable housing properties in Oakland and 3 properties outside Oakland (Emeryville, Richmond, San Pablo). EBALDC's stellar reputation as a "true community developer" uniquely committed to collective impact grounded in partnership may allow for our Healthy Neighborhoods approach to community development to flourish in other neighborhoods.

● EBALDC PROPERTIES IN OAKLAND
● EBALDC PROPERTIES OUTSIDE OAKLAND
● CONSTRUCTION IN DEVELOPMENT



EXPANDING OUR STRONG NEIGHBORHOOD PARTNERSHIPS MODEL

Founded on the belief that strong neighborhoods support residents via a network of nonprofits, small businesses, and local officials collectively working to ensure their neighborhoods thrive, EBALDC has had success with Neighborhood Collaborations: San Pablo Area Revitalization Corridor (SPARC) in West Oakland, Healthy Havenscourt in East Oakland, and less formally the Oakland Chinatown Coalition. Recognizing the key role collaboration played prior to and in navigating the pandemic, we want to expand our strong neighborhood partnerships to ensure that our communities receive the place-based support they need to not just mend, but thrive.



SUPPORTIVE HOUSING

Homelessness in Oakland grew nearly 45% from 2017–2019 and has been further exacerbated by the pandemic, spotlighting the need for deep services – mental, financial, and social supports. Building upon the intentionality of our Healthy Neighborhoods approach in how we provide housing and services, we want to explore how our current service model is responding to growing supportive housing needs to determine how best to serve residents and community members onward.

EBALDC BOARD OF DIRECTORS

Sean Sullivan
BOARD CHAIR
Kelly Drumm
BOARD VICE CHAIR
James (Jim) Govett
BOARD SECRETARY
Leslie Francis
BOARD TREASURER

Beth Rosales
Chris Ferreira
Christine B. Carr
David Peters
Dr. Dianne Rush Woods
Klein Lieu
K.M. Tan, M.D.

Korin Crawford
Margaret Huang
Minming Wu Morri
Richard Quach
Roselyn Tonal
Ted Dang
CO-FOUNDER
Thái-ân Ngô

EXECUTIVE LEADERSHIP TEAM

Andy Madeira
CHIEF EXECUTIVE OFFICER
Amy Chan
CHIEF FINANCIAL OFFICER
Ener Chiu
EXECUTIVE VP, COMMUNITY BUILDING
Felicia Scruggs-Wright
EXECUTIVE VP,
PROPERTY OPERATIONS

Jason Vargas
EXECUTIVE VP, REAL ESTATE DEVELOPMENT
Lanetha Oliver
EXECUTIVE VP, INTERNAL OPERATIONS
Vicki Shu
DIRECTOR AND INTERIM SVP OF RESOURCE
DEVELOPMENT &
COMMUNICATIONS



EAST BAY ASIAN LOCAL
DEVELOPMENT CORPORATION

1825 San Pablo Avenue, Suite 200
Oakland, CA 94612

STAY IN CONTACT

www.ebaldc.org (510) 287-5353
@EBALDC

BARBARA LEE
13TH DISTRICT, CALIFORNIA
**DEMOCRATIC STEERING
AND POLICY COMMITTEE**
Co-Chair
COMMITTEE ON APPROPRIATIONS
MEMBER, SUBCOMMITTEE ON
LABOR, HEALTH AND HUMAN SERVICES, EDUCATION,
AND RELATED AGENCIES
VICE-CHAIR, SUBCOMMITTEE ON
STATE, FOREIGN OPERATIONS AND RELATED AGENCIES
MEMBER, SUBCOMMITTEE ON
FOOD AND DRUG ADMINISTRATION AND RELATED AGENCIES
COMMITTEE ON THE BUDGET



Congress of the United States
House of Representatives
Washington, DC 20515-0509

WASHINGTON OFFICE
2470 Rayburn House Office Building
Washington, D.C. 20515
Phone: (202) 225-2176
Fax: (202) 225-9817

District Office
1301 Clay Street, Suite 1000N
Oakland, CA 94612
Phone: (510) 763-0370
Fax: (510) 763-6538

Website: lee.house.gov

November 9, 2021
Ms. Patricia Wells
1619 Harrison Street
Oakland, CA 94612-3307

Dear Ms. Wells,

Thank you for contacting my office regarding H.R. 5376, the Build Back Better Act. I share your concerns about the urgent need to enhance our human infrastructure, ensure our competitiveness worldwide and make our society more sustainable, resilient, and equitable.

H.R. 5376 makes robust investments in our neglected human infrastructure, including:

- Enhanced housing, rental, and homeowner assistance programs;
- Wildfire prevention, drought relief, conservation efforts, and climate change research to curb the climate crisis;
- Supporting families through child tax credit, paid family, and child nutrition programs;
- Childcare for people pushed out of the workforce; and
- Workforce development funding for underserved populations, including returning citizens.

On November 5, 2021, the House of Representatives voted for a rule for consideration of HR 5376, paving the way for critical investments in our human infrastructure. For the first time in decades, we are poised to deliver real, tangible improvements in the lives of families across the country. This is a moral imperative—especially for communities of color that have been disproportionately impacted by this pandemic and continue to be disenfranchised and marginalized due to systemic racism and economic inequality. Rest assured that I will work to pass H.R. 5376, to build back better and bolder.

Thank you again for contacting my office. If you have any additional concerns, please do not hesitate to reach out to my Oakland office by calling (510) 763-0370. You can also visit my website at <https://lee.house.gov/> for more information and helpful resources.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

November 12, 2021

Ms. Patricia Wells
Executive Director
Oakland Housing Authority
1619 Harrison Street
Oakland, CA 94612

Subject: MTW Statutory Requirements Compliance Assessment for FY 2020

Dear Ms. Wells:

The U.S. Department of Housing and Urban Development (HUD) has completed an assessment of compliance with the five (5) statutory requirements for the Moving to Work (MTW) Demonstration program for Fiscal Year (FY) 2020. As part of each MTW Agency's continued participation in the MTW Demonstration, HUD requires compliance with the five statutory requirements outlined in the 1996 Appropriations Act. Agency compliance with each of these requirements is a term of the Standard MTW Agreement.¹

This letter provides the Agency with HUD's methodology for determining compliance with each MTW statutory requirement. For purposes of this assessment, the Department has used agency-reported data in HUD systems (i.e., PIH Information Center (PIC), Voucher Management System (VMS)) and Annual MTW Reports. HUD's compliance determinations, as of FY 2020, are considered final and, as such, enforceable measures shall be taken for any unmet MTW statutory requirement(s).

Beginning in FY 2020, HUD will post compliance designations for the 5 MTW statutory requirements to the MTW webpage at www.HUD.gov/mtw, to provide full program transparency.

Per the 1996 Appropriations Act and your Agency's Standard MTW Agreement, Sections II D. II. E and III, all MTW agencies must maintain compliance with the following statutory requirements:

- i) ***Ensure at least 75 percent of families assisted by participating in the MTW Demonstration shall be very low-income (VLI) families.***

The Department will utilize various internal and external data sources to obtain public housing (PH), housing choice voucher (HCV) and local, non-traditional (LNT) program data to assess each MTW Agency's compliance with this statutory requirement. Initial certification data recorded in HUD's PIC system, comprised only of new admissions to the programs in the given FY, will be used for PH and HCV programs. Because initial certification information is reported as an annualized figure and

¹ MTW Standard MTW Agreement, Sections II D. II. E and III

representative of a PHA's total admissions in a FY, the Department has elected to weight each housing program in order to provide an overall score that is more representative of your Agency's portfolio. Overall scores (i.e., percentages) will be calculated by the Department by applying a weight relative to the size of each program type's total initial certifications. These weights will then be applied to each respective housing program's total VLI percentage, defined as incomes that do not exceed 50 percent of the Area Median Income for the metropolitan area or non-metropolitan county, and totaled for the computation of the overall score.

Statutory compliance will be determined by the Department annually through this portfolio calculation methodology. At minimum, the Agency must be assisting 75 percent of families at or below VLI at time of program entry or the Agency will receive a compliance designation of non-compliant.

ii) ***Establish a reasonable rent policy that is designed to encourage employment and self-sufficiency.***

MTW agencies are required to establish a reasonable rent policy that encourages self-sufficiency, which HUD defines as any change from the regulations on how rent is calculated for a household. The Department will work collaboratively with each MTW Agency to ensure reasonable rent policy submissions are in accordance with MTW objectives and within an Agency's authority under the available program waivers.

iii) ***Continue to assist substantially the same total number of eligible low-income families as would have been served had funds not been combined.***

MTW agencies are required to serve substantially the same number of families as would have been served had they not participated in the MTW Demonstration (also referred to as the "Substantially the Same Requirement" or "STS Requirement"). The STS Requirement methodology for existing MTW agencies, published in Notice PIH 2013-02, compares the number of actual families served to an adjusted "baseline" estimate of the number of families that would have been served absent the MTW designation.

In order to accurately monitor the extent to which MTW agencies are meeting the STS Requirement, HUD will conduct an analysis of the number of families being served annually by each MTW Agency compared to established baselines of families served prior to an Agency's MTW designation. HUD will then make an annual compliance determination to confirm that each MTW Agency fulfills the STS Requirement.

Per Notice PIH 2013-2, compliance is determined as one of five categories:

- *Compliant* - PHA fully meets or exceeds baseline requirement;
- *Compliant – No Fault of PHA* – an MTW PHA falls below the adjusted baseline in a given year (or years) due to circumstances out of its control (i.e. Sequestration). This category of compliance will be available at the discretion of HUD;
- *Substantially Compliant – Nominal Dip* – an MTW PHA falls between 95% and 100% of the adjusted baseline in a given year;
- *Substantially Compliant – Plan in Place/Plan in Progress* – an MTW PHA falls

- below the adjusted baseline in a given year (or years) to a larger (defined as a dip of 5% or more below the adjusted baseline in a given year(s)) and/or sustained degree (defined as any dip below the adjusted baseline for two or more consecutive years);
- *Not Compliant* – PHA falls below the adjusted baseline with no, or insufficient, explanation or and/ in the “Substantially Compliant – Plan in Progress/Plan in Place” category that HUD determines is not meeting the obligations of that category and/or the terms of the Baseline Plan resulting from that category.

iv) ***Maintain a comparable mix of families (by family size) as would have been provided had the funds not been used under the MTW Demonstration.***

In order to assess compliance with this statutory requirement, the Department requires that the Agency submit baseline data for the mix of family sizes served as part of Form 50900, the Agency’s Annual MTW Report (i.e., Attachment B).

The Form 50900 requires that MTW agencies provide data, by family size, for occupied PH units and utilized HCV units at the time of entrance into the MTW Demonstration. This information will be used to establish baseline percentages, by family size, to which the agency is measured against for the remainder of participation.

The Department deems an acceptable level of variation to be no more than five percent from the baseline. Justifications or explanations for fluctuations greater than five percent are required and subject to the Department’s review.

v) ***Ensure housing assisted under the MTW Demonstration program meets housing quality standards established or approved by the Secretary.***

In order to ensure that MTW agencies meet the housing quality standards requirement, HUD will verify compliance for each housing program type as follows:

- HCV - Program regulations at 24 CFR Part 982 set forth basic housing quality standards (HQS) for housing assisted under the HCV program. These housing quality standards, or its successor regulations, are the standards used to determine if the agency is fulfilling its responsibilities to ensure owners are maintaining the units in accordance with HQS in the evaluation of an agency. Agencies with an HCV program must comply with and ensure enforcement of HQS under this requirement.
- PH - HUD will verify this requirement through its review of public housing physical inspection scores, weighted by development. Overall scores falling below 60 percent will be identified as non-compliant with the statutory objective.
- LNT – Agencies must certify that LNT units meet Housing Quality Standards (HQS) performance requirements (as provided in 24 CFR 982.401), both at commencement of occupancy and throughout the term of the time restriction on affordable units, in the Annual MTW Report, as per Notice PIH 2011-45 or successor notice.

We are pleased to let you know that OHA is compliant with all of HUD's final compliance determinations. Enclosed with this letter is a more detailed description of your agency's compliance with the statutory requirements for FY 2020. As a reminder, agencies are fully accountable for compliance under all of these stated methodologies as of FY 2020.²

Please contact Jeree Turlington, Housing Innovations Specialist, at (202) 402-5270 if you have any questions.

Sincerely,



Marianne Nazzaro
MTW Program Director
Office of Public Housing Investments

Encl.: OHA Compliance Chart

cc: Gerard Windt, San Francisco Regional Office

² Determination of compliance on the STS Requirement for MTW PHA's remains effective as of FY 2012 as stated in Notice PIH 2013-02.

Oakland (CA003)	
MTW Statutory Requirements - Compliance Determinations	
Statutory Requirement	FY 2020
75% VLI	Compliant: 99% of assisted families were VLI
Reasonable Rent Policy	Compliant
Substantially the Same	Substantially Compliant - Plan in Place: 97% of adjusted baseline served
Comparable Mix	Compliant
Housing Quality Standards	Not Rated*

*REAC inspections paused due to Covid-19 outbreak.

Dear Patricia Wells,

Congratulations! You've expressed your opinion to your elected officials. Your letter will help shape the future of our country.

Your opinion on Support Housing in the Build Back Better Act was sent to:

Pres. Joseph Biden (D)

Sen. Dianne Feinstein (D) [CA]

Sen. Alex Padilla (D) [CA]

Rep. Barbara Lee (D) [CA-13]

Thank you for being a responsible American!

A copy of your message as sent to congress is included below:

As a supporter of the National Association of Housing and Redevelopment Officials, I know firsthand the dire need for housing investments in our community and I urge you to support at least \$150 billion for housing and community development programs in the Build Back Better Act. We cannot miss this once in a generation opportunity to invest in housing infrastructure and address the affordable housing crisis.

The Build Back Better Act is historic legislation that has the power to transform our community. The over \$150 billion proposed for housing programs will immediately be put to work in our community to preserve affordable housing, enhance rental assistance, provide downpayment assistance, and bolster community development resources. The bill includes:

- \$65 billion for Public Housing investments
- \$24 billion for Housing Choice Vouchers
- Expanded Low-Income Housing Tax Credits
- \$15 billion for the National Housing Trust Fund
- \$10 billion for the HOME Investment Partnerships Program
- \$3 billion for Community Development Block Grants
- \$1 billion for Project-Based Rental Assistance
- \$450 million for Section 811 Supportive Housing for People with Disabilities
- \$450 million for Section 202 Supportive Housing for the Elderly

Housing is infrastructure that requires federal resources. The proposed funding will ensure that future generations have the opportunity to build their lives in housing that is affordable to them and in communities where they will prosper. Building back a better America is impossible without a foundational investment in our nation's housing stock.

Our community direly needs these resources and, as your constituent, I urge you pass the Build Back Better Act with the proposed over \$150 billion for housing programs.

Please understand that the message you send to congress will be stripped of all stylings.



The Honorable Joseph Biden
President
United States of America
1600 Pennsylvania Avenue, NW
Washington, DC 20500

The Honorable Nancy Pelosi
Speaker
United States House of Representatives
1236 Longworth House Office Building
Washington, DC 20515

The Honorable Charles Schumer
Majority Leader
United States Senate
322 Hart Senate Office Building
Washington, DC 20510

Dear President Biden, Speaker Pelosi, and Leader Schumer:

The Council of Large Public Housing Authorities (CLPHA) and the MTW Collaborative strongly urge you to maintain investments in the Low-Income Housing Tax Credit program as part of your historic Build Back Better legislation. We applaud the historic \$150 billion in affordable housing and public housing investments in the initial and revised legislation of the \$1.75 trillion budget reconciliation proposal released by Congress and supported in the Biden Administration's Build Back Better (BBB) Act. These new investments will transform the lives of millions of Americans by making public housing safe and sustainable for generations to come and significantly expanding rental and homeownership assistance.

However, the Low-Income Housing Tax Credit (LIHTC) is a critical tool for developing affordable housing, and essential for leveraging the capital required to develop and redevelop aging public housing infrastructure. Strengthening the LIHTC is essential to successfully leveraging and increasing the impact of the combined \$150 billion in new BBB housing investments.

We strongly urge that the following provisions be included in the final BBB legislation:

- *Increase the annual Housing Credit allocation by 60 percent.*

- *Lower the bond financing threshold from 50 to 25 percent for seven years to unlock additional Housing Credit resources.*
- *Provide up to a 50 percent basis boost for developments serving Extremely Low-Income (ELI) households for 10 years (2022 to 2031).*

The current Housing Credit production provisions in the House Ways and Means Committee-passed Build Back Better Act would provide an additional 1.4 million affordable homes and house an estimated 3.2 million low-income people and people experiencing homelessness. If the Housing Credit program is left out of this legislation, we will see a 12.5 percent reduction in its resources due to the expiration of the temporary increase in Housing Credit authority provided in the Consolidated Appropriations Act of 2018.

Since 1996, PHAs have depended on LIHTC to reposition their public housing stock under the Rental Assistance Demonstration (RAD) and the HOPE VI and Choice Neighborhoods programs. They have become key developers of affordable housing in their communities. HUD has estimated that RAD accounted for roughly 25 percent of all 4% LIHTCs from the years between 2014-2017, and around 10 percent of all 9% LIHTCs. They have also estimated that if the entire public housing stock were converted to RAD, the program would utilize three-fifths of all 4% LIHTC allocations and one-fifth of all 9% LIHTC allocations over a 10-year span.

As active members of the A Call To Invest in Our Neighborhoods (ACTION) Campaign Steering Committee, we stand in support of their BBB legislative priorities and those of the affordable housing advocates and industry groups they represent. Thank you for your consideration of our request and we look forward to working with you as we work to advance the Build Back Better agenda.

CLPHA and the MTW Collaborative represent the interests of over 100 local public housing authorities (PHAs).

Sincerely,

Council of Large Public Housing Authorities
MTW Collaborative

cc:

The Honorable Susan E. Rice, Assistant to the President for Domestic Policy
The Honorable Gene B. Sperling, Senior Advisor to the President
Ms. Erika Poethig, Special Assistant to the President for Housing and Urban Policy



OFFICE OF PUBLIC & INDIAN HOUSING

Dear Executive Directors,

I am excited to announce the latest release of the new Inventory Management System/PIH Information Center (IMS/PIC). HUD has been busy working on the IMS/PIC modernization to update the transmission and management of household and public housing inventory information. The new system will better integrate with PHAs' own software, streamline the flow of information between PHAs and HUD, and create a flexible platform that will allow HUD to adapt to changing technologies and program needs over time.

PHAs that are part of the Moving to Work (MTW) Expansion will be the first users to transition to the new IMS/PIC system. All other PHAs will continue using the existing IMS/PIC system for the time being, as we work to scale up and add new features to the new system.

This latest release of the IMS/PIC modernization provides [MTW Expansion](#) PHAs the ability to submit and validate the new [HUD-50058 MTW Expansion](#) form, submit their [MTW Supplement to the Annual PHA Plan](#) through a web-based tool, and manage their public housing inventories. In the coming months, PIH's MTW Office and HUD's Office of the Chief Information Officer will be working with MTW Expansion PHAs and their HUD Field Offices to ensure a smooth transition.

We will provide you more updates as the IMS/PIC modernization continues. For the latest information, please visit the [IMS/PIC Modernization](#) webpage on HUD's website. If you have questions, please send the team an email at IMSPICMod@hud.gov.

Many thanks,

A handwritten signature in blue ink, reading "Dominique Blom", is located below the "Many thanks," text.

Dominique Blom
General Deputy Assistant Secretary



Commission Meeting Schedule Calendar 2021

Monday, January 25 – Regular Meeting

Monday, February 22 – Regular Meeting

Monday, March 22 – Regular Meeting

Monday, April 26 – Regular Meeting

Monday, May 24 – Regular Meeting

Monday, June 28 – Annual Meeting

Monday, July 26 – Regular Meeting

Monday, August 23 – Regular Meeting

Monday, September 27 – Regular Meeting

Monday, October 25 – Regular Meeting

Monday, November 22 – Regular Meeting CANCELLED

Wednesday, November 24 – Special Meeting

Monday, December 06 – Special Meeting

Monday, December 27 – Regular Meeting

Additional Workshop sessions and Special meetings may be added as needed.



Commission Meeting Schedule Calendar 2022

Monday, January 24 - Regular Meeting

Monday, February 28 – Regular Meeting

Monday, March 21 – Special Meeting

Monday, March 28 – Regular Meeting (Cancelled) Holiday Observed

Monday, April 25 - Regular Meeting

Monday, May 23 – Regular Meeting

Monday, June 27 - Annual Meeting

Monday, July 25- Regular Meeting

Monday, August 29 - Regular Meeting

Monday, September 26 - Regular Meeting

Monday, October 24 - Regular Meeting

Monday, November 28 – Regular Meeting (Cancelled) Holiday Observed

Monday, December 05 – Special Meeting

Monday, December 27 – Regular Meeting (Cancelled) Holiday Observed

Additional Workshop sessions and Special meetings may be added as needed.

2022

OAKLAND HOUSING AUTHORITY

1619 HARRISON STREET, OAKLAND, CA 94612 • Office Hours: 8:00am - 4:30pm. The downtown office is closed on alternate Fridays.

The calendar below outlines the 2022 holiday and office closures.

JANUARY

Sun	M	T	W	T	F	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY

Sun	M	T	W	T	F	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH

Sun	M	T	W	T	F	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL

Sun	M	T	W	T	F	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JUNE

Sun	M	T	W	T	F	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY

Sun	M	T	W	T	F	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST

Sun	M	T	W	T	F	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MAY

Sun	M	T	W	T	F	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

OCTOBER

Sun	M	T	W	T	F	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER

Sun	M	T	W	T	F	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER

Sun	M	T	W	T	F	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Calendar is current as of November 2021.



- Observed holidays - Offices closed
- Non-work day - Offices closed
- Offices closed to the public

2022 OBSERVED HOLIDAYS (OHA Offices Closed)

December 30, 2021 New Year's Day (observed)
January 17 Martin Luther King, Jr. Day
February 21 President's Day
March 28 Cesar Chavez Day (observed)

May 30 Memorial Day
June 20 Juneteenth
July 4 Independence Day
September 5 Labor Day

September 8 Admission Day
November 11 Veterans Day
November 24 Thanksgiving
November 25 Day After Thanksgiving

December 23 1/2 Day - Christmas Eve
December 26 Christmas Day (observed)
December 29 1/2 Day - New Year's Eve
January 2, 2023 New Year's Day (observed)



Oakland Housing Authority

2022 HOLIDAY SCHEDULE

**OHA will recognize the following holidays in 2022.
Business offices will be closed on these dates.**

December 30, 2021	Thursday	New Year's Day (Observed, office closed)
January 17	Monday	Martin Luther King Jr.'s Birthday (Observed)
February 21	Monday	Presidents Day
March 28	Monday	Cesar Chavez's Birthday (Observed)
May 30	Monday	Memorial Day
June 20	Monday	Juneteenth (Observed)
July 4	Monday	Independence Day (Observed)
September 5	Monday	Labor Day
September 8	Thursday	Admission Day (OHA office closed)
November 11	Friday	Veterans Day
November 24	Thursday	Thanksgiving Day
November 25	Friday	Day after Thanksgiving Day (OHA office closed)
December 23	Friday	1/2 Day – Christmas Eve (OHA office closed)
December 26	Monday	Christmas Day (observed)
December 29	Thursday	1/2 Day – New Year's Eve (OHA office closed)
January 2, 2023	Monday	New Year's Day (Observed, OHA office closed)