

Commission Members

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

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 **Regular Meeting** of the Board of Commissioners has been called. The meeting will be held as follows:

HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA

Regular Meeting

Monday, September 26, 2022 at 6:00 p.m.
1619 Harrison Street, Oakland, California, Commissioners' Room first floor.

***Meeting In-Person and Via Teleconference Pursuant to Assembly Bill 361
[(Chapter 165, Statutes of 2021) approved by the Governor on September 16, 2021)]***

Join Zoom Meeting Online:

<https://oakha-org.zoom.us/j/88341302306?pwd=K2dNNmhSZmtadjRTTis2VW1uazc2QT09>

Meeting ID (access code): 883 4130 2306 Meeting Password: 061390

Closed Caption – provided through the link

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

Meeting ID (access code): 883 4130 2306 Meeting Password: 061390#

If you need special assistance to participate in the meetings of the Oakland Housing Authority Board of Commissioners, please contact (510) 874-1510 (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
Regular Meeting
September 26, 2022, 6:00 pm

- I. Pledge of Allegiance
- II. Roll Call
- III. Approval of Minutes:
 - A. Approval of Minutes of the Regular Meeting of August 22, 2022
- 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. Authorizing the Executive Director to execute a Memorandum of Understanding in partnership with Alameda County Health Care Services Agency to administer approximately \$9 million in State Housing and Disability Advocacy Program (HDAP) funding to support a Local Housing Program Initiative.
 - B. Informational Presentation of Six Contracts for As Needed Legal Services.
 - C. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Atkinson, Andelson, Loya, Ruud & Romo PC for Law Enforcement Legal Services for a not to exceed amount of \$250,000.
 - D. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Burke, Williams & Sorenson LLP for Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for a total not to exceed amount of \$500,000.
 - E. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Goldfarb and Lipman LLP for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for a total not to exceed amount of \$6,750,000.

- F. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Hawkins, Delafield and Wood LLP for Real Estate Development Legal Services for a total not to exceed amount of \$750,000.
- G. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Liebert Cassidy Whitmore for Human Resources Legal Services for \$900,000.00 for the initial term and \$300,000.00 for the 1st and 2nd option terms for a total of not to exceed amount of \$1,500,000.
- H. Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Meyers Nave Riback Silver & Wilson PC for General Counsel, Human Resources, and Law Enforcement Legal Services for a total not to exceed amount of \$1,250,000.
- I. 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. Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to Brown Act Provisions, as amended by Assembly Bill Number 361.

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.

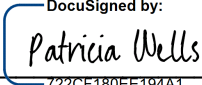
XII. Adjournment to Closed Session

A. Pursuant to Government Code § 54956.8 a conference with real property negotiators in regard to price and terms of payment:

Property:	1600 Harrison Street, Oakland, CA 94612
Negotiating Parties:	
Owner:	Private Seller (not yet disclosed), David Englert, Cushman Wakefield, Inc., Representative.
Oakland Housing Authority:	Thomas Deloye, Chief Officer of Real Estate Development, Isabel Brown, legal counsel.

XIII. Adjournment of Public Session

Anne Griffith, Chair of the Commission

By  Patricia Wells, Secretary

DocuSigned by:
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**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, August 22, 2022

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.

Chair Anne Griffith presided and called the meeting to order at 6:01 p.m.

I. Pledge of Allegiance

II. Roll Call

Present 7 – Anne Griffith, Gregory Hartwig, Janny Castillo, Lynette Jung-Lee, Barbara Montgomery, Mark Tortorich, and William J. Mayes.

III. Approval of Minutes:

A. Approval of Minutes of the Regular Meeting of July 25, 2022

Vice-Chair Hartwig moved to approve the minutes, which was seconded by Commissioner Jung-Lee. The motion passed by the following vote:

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

IV. Recognition of people wishing to address the Commission

There were no persons wishing to address the Commission.

V. Old or Unfinished Business

A. Operations Departmental Updates

Secretary Wells introduced the item and the Department Directors presented additional details. Director of Property Operations (OPO), Mark Schiferl, Director of Capital Improvements (CID), Bruce Brackett, and Michelle Hasan, Director of Leased Housing (LH), reported on the occupancy trends, property rehab work completed, and waitlist and eligibility statistics respectively for the OHA-managed portfolio.

Vice-Chair Hartwig asked if the newer waitlist drove more people to apply. Ms. Hasan stated that with the list in 2021, every family was contacted and the families either were housed or withdrawn. Data is collected prior to opening a waitlist to understand how many units will be available for families to lease.

Vice-Chair Hartwig recalled that the completion rate for turnover of vacant units from CID to OPO increased significantly from several years ago, which is important to note as it is a key performance indicator. This provides a better understanding of trends and performance.

The Directors updated the Commissioners on the tenant account receivables (TARs), owner outreach efforts, Owner Appreciation Day, and the newly leased Emergency Housing Vouchers (EHVs) as well as forthcoming voucher opportunities. Ms. Hasan noted that EHVs are a critical resource to address homelessness and noted the statistics and outreach activities of the EHV initiative.

Nicole Thompson, Director of Family & Community Partnerships (FCP), followed by providing an overview of summer programs and staff recruitments for the Department.

Mr. Brackett concluded the presentation with details related to capital improvement projects that the team completed within the last quarter pertaining. Mr. Brackett highlighted, with images, the scope of work for the properties which included seismic retrofitting, re-roofing, and replacement of dry rot, gable ends, new siding and paint for sites.

- 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.

There were no modifications to the agenda.

- VII. New Business:

- A. Presentation of the unaudited Financial Status report for the twelve-month period ending June 30, 2022.

Chief Officer of Program and Finance Administration, Duane Hopkins, and Director of Finance, Victor Madamba, led the presentation on the annual operating results for the fiscal year ended June 30, 2022.

Director of OPO, Mark Schiferl, and Director of Asset Management, Anna Kaydanovskaya, reported on the financial performance of the OHA-managed and the third-party managed public housing properties.

Director of Leased Housing, Michelle Hasan, briefed the Commissioners on the voucher program's Housing Assistance Payments (HAP) revenue and payments for the fiscal year.

Director of Human Resources, Drew Felder, reported on staffing levels and costs, noting that the Agency conducted forty-seven recruitments during the fiscal year.

Mr. Madamba and Mr. Hopkins concluded the presentation by discussing non-operating expenses for the fiscal year.

Commissioner Jung-Lee asked for clarification on investment Income. Mr. Hopkins noted that the majority of the income shown for the fiscal year is a result of accrued interest on loans to various Low Income Housing Tax Credit (LIHTC) funded affordable housing developments.

There were no further questions from the Commission.

- B. Authorizing the Executive Director to exercise the First Option Term and amend the contract with Helen Dunlap Consulting for Real Estate Development Consulting Services to add \$75,000 in hourly consulting services, which will increase the total authorized contract amount from \$480,000 to \$555,000.

Secretary Wells introduced the agenda item. Mr. Hopkins provided information, which included an overview of the outcomes achieved by Helen Dunlap Consulting. Mr. Hopkins also noted that this contract is expected to come to a close after this final contract amendment to increase services in an amount of \$75,000.

Vice-Chair Hartwig moved the item and commented that he has seen the impact and progress made by utilizing Helen Dunlap Consulting services. The item was seconded by Commissioner Jung-Lee. The item passed by the following vote.

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

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

Having no questions from the Commission, Commissioner Tortorich moved to approve the Consent Agenda. Commissioner Castillo seconded the motion. The item passed by the following vote.

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

VIII. Written Communications Departments' Monthly Report.

Secretary Wells noted that the monthly report for July 2022 updates were mentioned during the operations presentation at the beginning of the meeting. There were no further questions from the Commission.

IX. Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission.

Secretary Wells briefed the Commission on the following topics:

- OHAPD -- awards and recognition ceremony
- Oakland Promise -- equity & inclusion on access to internet
- Oakland Generation Fund Event – Chaired by Mayor Libby Schaaf with remarks from Vice-President Kamala Harris
- NAHRO Advocacy Agenda

X. Reports of Commission Committees.

There were no reports for Commission Committees.

XI. Announcements by Commissioners.

There were no announcements from the Commissioners.

XII. Adjournment

Vice-Chair Hartwig moved to adjourn the meeting, which was seconded by Commissioner Mayes. The motion passed by the following vote.

Ayes 7 – Griffith, Hartwig, Castillo, Jung-Lee, Montgomery, Tortorich, Mayes

The meeting adjourned at 8:29 P.M.

Anne Griffith, Chair of the Commission


Patricia Wells, Secretary/Executive Director

ITEM: VII.A.

Executive Office

Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorizing the Executive Director to execute a Memorandum of Understanding in partnership with Alameda County Health Care Services Agency to administer approximately \$9 million in State Housing and Disability Advocacy Program (HDAP) funding to support a Local Housing Program Initiative.

Date: September 26, 2022

Purpose: This memorandum transmits for consideration a resolution authorizing the Executive Director to execute a Memorandum of Understanding (MOU) with Alameda County Health Care Services Agency (HCSA) to administer approximately \$9 million in State Housing and Disability Advocacy Program (HDAP) funding.

Funding: The HDAP funds can be used to cover administrative costs incurred by the Oakland Housing Authority (OHA). Reasonable expected costs will be discussed with HSCA in advance of an executed MOU. HSCA ("County") is providing all HDAP funding.

Background:

The HCSA received an influx of State Housing and Disability Advocacy Program (HDAP) one-time funds through the Alameda County Social Services Agency to provide housing support and related services to persons and families experiencing homelessness, specifically targeting those who are disabled and eligible for other public benefits. The total amount of the funding is about \$17.4 million, which includes \$9.4 million competitively allocated one-time funds. Alameda County anticipates receiving regular allocations of approximately \$6 million annually from future State budgets. As a significant number of Alameda County residents who meet the HDAP criteria reside in Oakland, HCSA is proposing a partnership with OHA to deploy approximately \$9 million of these funds to implement a tenant, and project-based housing subsidy program. OHA would serve as the administrator of the funds allocated to housing placement contractors or projects selected through a competitive County process. As future funding becomes available, the MOU could be amended to expand and/or continue services accordingly.

Program Description:

MOU with Alameda County Health Care Agency

Page 2 of 2

HDAP funds are allocated for the provision of housing supports, disability benefits application assistance and advocacy for people likely eligible for disability benefits. In compliance with all state-funded housing programs, the use of HDAP funding incorporates the core components of Housing First (in accordance with W&I code section 8255) and participation within the County's Coordinated Entry System (CES). The County is leading a multi-agency stakeholder process to develop a unified Local Housing Program (LHP). The outcome of this process will be a framework of policies, and selection and monitoring procedures for the implementation of supportive housing funding in the County, including this proposed program. This design process is expected to conclude at the end of October 2022.

Target Population:

HDAP funds target individuals who are experiencing homelessness to apply for disability benefit programs, while also providing housing assistance and other services to stabilize clients. Utilizing the Coordinated Entry system housing crisis queue, HDAP funding priority is given to individuals (including individuals in families) experiencing chronic homelessness, or who are homeless and rely most heavily on government-funded services. All four core HDAP components are offered concurrently: outreach, case management, disability benefits advocacy and housing assistance; HCSA's partnership with OHA will support housing assistance, while other components are overseen within HCSA-maintained service agreements.

Selection:

The County intends to issue a Solicitation of Intent (SOI) for housing projects and providers to be selected in accordance with the criteria developed in the multi-agency LHP process. OHA would then execute agreements with the awardees.

Timeline and Next Steps:

HCSA provided briefing materials to the Alameda County Board of Supervisors (BOS) as part of the August 12th Board packet. HCSA intends to return to the BOS in early October requesting a delegation of authority for the HCSA Director to enter into an MOU with OHA. Pending approval, staff from HCSA and OHA plan to execute the MOU by November 2022, after which OHA will begin administering the funds. The desired execution date of the MOU would allow HCSA to transfer the funds to OHA and begin the SOI process.

Proposed Action:

It is recommended that the Board of Commissioners authorize the Executive Director to execute a Memorandum of Understanding with HCSA to administer approximately \$9 million in State HDAP funding.

Attachments: HDAP PowerPoint
 Resolution

Overview of the State of California Homeless Disability Advocacy Program

Oakland Housing Authority Board Of Commissioners Meeting
September 26, 2022



Homeless Disability Advocacy Program (HDAP) Description

- Target Population: Individuals who are experiencing homelessness and who are likely eligible for disability benefits.
- Services: Four core HDAP components would be offered concurrently:
 - outreach
 - case management
 - disability benefits advocacy
 - housing assistance
- HCSA's partnership with Housing Authorities will support housing assistance, while other components are overseen within HCSA-maintained contracts.



HDAP Funding for Alameda County

- Awards
- Alameda County has received \$17.4 million in FY 22 HDAP funds
- Allocations awarded from the Dept of Social Services (CDSS) and received by County SSA, in partnership with HCSA
- This is a historic increase from past funding allocations (~2-4m)
- Of this, \$9.4 million represents new competitive funds for Targeted Strategic Investments and half of the strategic funding available, statewide
- CDSS encourages utilizing a flexible housing subsidy pool model for HDAP funds



HDAP Distribution Plan

Use

Alameda County will create an application for developers wishing to access HDAP funds. Priority will be for projects that set aside approximately 10% of homeless units for this target population, based on schedule and feasibility.

Current Proposal

County will develop a Memorandum of Understanding (MOU) with the Oakland Housing Authority (OHA) for an initial allocation of approximately \$9 million in state HDAP funds for rental subsidies to assist disabled individuals who are homeless.

Rationale

- State regulations require that the funding be allocated by the county to another entity in order to be eligible for future funds.
- Housing Authorities can create longer-term operating funding for pipeline projects or special subsidy programs.
- County's current flexible housing subsidy pool is implemented with HACA and there is a need to expand to additional partners, given the breadth of funding and geography of HDAP-eligible clients



Questions?



ALAMEDA COUNTY
HEALTH CARE SERVICES
AGENCY
COLLEEN CHAWLA, Director



OFFICE OF THE AGENCY DIRECTOR

1000 San Leandro Boulevard, Suite 300
San Leandro, CA 94577
TEL (510) 618-3452
FAX (510) 351-1367

September 16, 2022

Patricia Wells, Executive Director
Oakland Housing Authority
1619 Harrison Street
Oakland, CA 94612
Attn: Executive Director

Alameda County-Local Housing Program Development

The Alameda County Health Care Services Agency (HCSA) is committed to working towards ending chronic homeless for people with disabilities. The County recently reaffirmed its commitment to substantially improving the lives of homeless people living in the County with the adoption of the Home Together Plan, a strategic framework to guide the County's investments toward ending homelessness.

Alameda County's Homeless Disability Advocacy Program (ACHDAP) provides housing assistance, case management, and disability advocacy to homeless and chronically homeless individuals who have demonstrated the highest need for housing. The County has received an influx of HDAP on-time funds; a significant portion of Alameda County residents who meet the HDAP-eligibility criteria reside in Oakland. HCSA is proposing a partnership with the Oakland Housing Authority (OHA) to deploy approximately \$9 million of these funds to implement a tenant, and project-based housing subsidy assistance program. OHA would serve as the administrator of the funds allocated to housing placement contractors or projects selected through a competitive County process. As future funding becomes available, the MOU could be amended to expand and/or continue services accordingly.


Developing a Local Housing Program (LHP) and implementation of a tenant, and project-based housing subsidy assistance program builds upon the prior implementation of a flexible housing pool, established in the County in 2018.

Through Alameda County's established funding approval and contracting procedures, including approval by the Board of Supervisors when necessary, HCSA intends to work with OHA to develop a MOU for the services described above.

HCSA's MOU with OHA will be subject to the following conditions:

- 1) contractor's continuing provision of high-quality services
- 2) contractor's continued operation in good standing
- 3) referrals to homeless units through the Coordinated Entry System (CES)
- 4) continued need for services and
- 5) Board of Supervisors approval.

Sincerely,

DocuSigned by:

Colleen Chawla,
Health Care Services Agency 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:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

Authorizing the Executive Director to execute a Memorandum of Understanding in partnership with Alameda County Health Care Services Agency to administer approximately \$9 million in State Housing and Disability Advocacy Program (HDAP) to support a Local Housing Program Initiative.

WHEREAS, the Health Care Services Agency (HCSA) has received an influx of State Housing and Disability Advocacy Program (HDAP) one-time funds through the Alameda County Social Services Agency to provide housing support and related services to persons and families experiencing homelessness, specifically targeting those who are disabled and eligible for other public benefits; and

WHEREAS, the total amount of the funding is about \$17.4 million which includes \$9.4 million competitively allocated one-time funds. Alameda County anticipates receiving regular allocations of approximately \$6 million annually from future State budgets; and

WHEREAS, as a significant number of Alameda County residents who meet the HDAP criteria reside in Oakland, HCSA is proposing a partnership with the OHA to deploy approximately \$9 million of these funds to implement a tenant, and project-based housing subsidy assistance program. OHA would serve as the administrator of the funds allocated to housing placement contractors or projects selected through a competitive County process; and

WHEREAS, as future funding becomes available, the MOU could be amended to expand and/or continue services accordingly; and

WHEREAS, HDAP funds are allocated for the provision of housing supports, disability benefits application assistance and advocacy for people likely eligible for disability benefits. In compliance with all state-funded housing programs, the use of HDAP funding

incorporates the core components of Housing First (in accordance with W&I code section 8255) and participation within the County's Coordinated Entry System (CES); and

WHEREAS, the County is leading a multi-agency stakeholder process to develop a unified Local Housing Program (LHP). The outcome of this process will be a framework of policies, and selection and monitoring procedures for the implementation of supportive housing funding in the County, including this proposed program. This design process is expected to conclude at the end of October 2022; and

WHEREAS, HDAP funds target individuals who are experiencing homelessness to apply for disability benefit programs, while also providing housing assistance and other services to stabilize clients. Utilizing the Coordinated Entry system housing crisis queue, HDAP funding priority is given to individuals (including individuals in families) experiencing chronic homelessness, or who are homeless and rely most heavily on government-funded services; and

WHEREAS, all four core HDAP components are offered concurrently: outreach, case management, disability benefits advocacy and housing assistance; HCSA's partnership with OHA will support housing assistance, while other components are overseen within HCSA-maintained service agreements; and

WHEREAS, the County intends to issue a Solicitation of Intent (SOI) for housing projects and providers to be selected in accordance with the criteria developed in the multi-agency LHP process. OHA would then execute agreements with the awardees; and

WHEREAS, HCSA provided briefing materials to the Alameda County Board of Supervisors (BOS) as part of the August 12th Board packet; and

WHEREAS, HCSA intends to return to the BOS in early October requesting a delegation of authority for the HCSA Director to enter into an MOU with OHA; and

WHEREAS, pending approval, staff from HCSA and OHA plan to execute the MOU by November 2022 after which OHA will begin administering the funds; and

WHEREAS, the desired execution date of the MOU would allow HCSA to transfer the funds to OHA and begin the SOI process.

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 Memorandum of Understanding with HCSA to administer approximately \$9 million in State HDAP funding; 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 September 26, 2022.*

Patricia Wells, Secretary / Executive Director


ADOPTED:

RESOLUTION NO.

ITEM:VII.B.

Executive Office Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Informational Presentation of Six Contracts for As Needed Legal Services

Date: September 26, 2022

This presentation provides an overview of the procurement process for as needed legal services in five specialty areas: General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental. In the past, staff completed the procurement for Real Estate Development separately from other legal services. This year, staff included this specialty area with the others in order to streamline the procurement and contract management processes.

Highlighted Activities:

- The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022.
- Nine firms responded by the deadline of April 7, 2022.
- The firms were evaluated based on the following specializations: General Counsel, Human Resources, Law Enforcement, and Real Estate Development
- The evaluation committee met between June 13 and August 23, 2022 and recommended award of six contracts.

Staff Recommendation:

Award Six Three-Year Contracts with Two One-Year Option Terms by Firm for Specific Areas of Specialization:

- *Goldfarb and Lipman*: General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Law
- *Atkinson, Andelson, Loya, Ruud & Romo*: Law Enforcement
- *Burke, Williams & Sorenson*: Human Resources, Law Enforcement, Real Estate Development and Environmental Law
- *Hawkins, Delafield & Wood*: Real Estate Development
- *Liebert Cassidy Whitmore*: Human Resources
- *Meyers Nave Riback Silver and Wilson*: General Counsel, Human Resources, Law Enforcement



As Needed Legal Services Presentation For RFP 22-004

**Board of Commissioners
Presented by CCGS Manager, Daniel Mermelstein
Monday, September 26, 2022**



Scope of Services

- To provide legal advice and counsel, as needed, to OHA staff for:
 - General Counsel,
 - Human Resources,
 - Law Enforcement,
 - Real Estate, and
 - Environmental Law



Timeline

- **February 24, 2022– RFP Issued**

- RFP Posted – Agency Bidding System, Housing Agency Marketplace and Infolane and local newspapers
- 632 vendors were notified

- **April 7, 2022 – RFP Deadline**

- 4 firms for General Counsel responded and were evaluated
- 6 firms for Human Resources responded and were evaluated
- 6 firms for Law Enforcement responded and were evaluated
- 5 firms for Real Estate Development responded and were evaluated
- 4 firms for Environmental Law responded and were evaluated

- **From June 13, to August 26, 2022 – Evaluation Committee meetings**



Oakland Housing
Authority

Summary of Legal Services Specialty Areas

	General Counsel	HR Law	Law Enforcement	Real Estate Development	Environment al Law
Atkinson, Andelson, Loya, Ruud & Romo			X		
Burke, Williams & Sorensen, LLP		X	X	X	X
Goldfarb & Lipman	X	X	X	X	X
Hawkins, Delafield & Wood LLP				X	
Liebert Cassidy Whitmore		X			
Meyers Nave Riback Silver & Wilson	X	X	X		



Oakland Housing
Authority

Recommended Contract Award Amounts

Firm	contract award 2022
Atkinson, Andelson, Loya, Ruud & Romo	\$250,000.00
Burke, Williams & Sorensen, LLP	\$500,000.00
Goldfarb & Lipman	\$3,750,000 for GC, HR, PD and \$3,000,000 for ORED including Environmental Law
Hawkins, Delafield & Wood LLP	\$750,000.00
Liebert Cassidy Whitmore	\$1,500,000.00
Meyers Nave Riback Silver & Wilson	\$1,250,000.00
●Six Contracts Each for Three-Years with Two One-Year Option Terms●	



Recommendations

Staff Recommendation to Board of Commissioners:

Adopt Resolution authorizing Executive Director to execute the six separate contracts.

ITEM: VII.C.

Executive Office Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director



Subject: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Atkinson, Andelson, Loya, Ruud & Romo PC for Law Enforcement Legal Services for a not to exceed amount of \$250,000.

Date: September 26, 2022

Purpose: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Atkinson, Andelson, Loya, Ruud & Romo PC for Law Enforcement Legal Services for \$150,000 for the initial term and \$50,000 for the 1st and 2nd option terms for a not to exceed amount of \$250,000.

Funding: Authorizing a total not to exceed amount of \$250,000 utilizing GL Code 4130-04-0000.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022.

Six firms responded by the deadline of April 7, 2022, for Law Enforcement Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on June 13, 2022. A panel comprised of three OHA law enforcement employees convened on June 13, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Atkinson, Andelson, Loya, Ruud & Romo PC.

Recommendation

It is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Atkinson, Andelson, Loya, Ruud & Romo PC for Law

Enforcement Legal Services \$150,000 for the initial term and \$50,000 for the 1st and 2nd option terms for a not to exceed amount of \$250,000.

Attachments: CCGS Review Memo
 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: Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} *DS*
 Alan Love, Chief of Police *AL*
 Carel Duplessis, Police Chief Emeritus ^{DS} *CD*
 Rufus Davis, Labor and Section 3 Compliance Manager and Acting CCGS Manager ^{DS} *RD*

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

Subject: RFP #22-004 As Needed Legal Services for Law Enforcement

Date: July 8, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Atkinson, Adelson, Loya, Ruud & Romo PC, and Burke, Williams & Sorenson LLP for as needed legal Services for the OHA Police Department.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022 and March 11, 2022. Six firms responded by the deadline of April 7, 2022 for Law Enforcement Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on June 13, 2022.

A panel comprised of three individuals convened on June 13, 2022 to evaluate and rate each of the proposals. Three of the participating panelists are law enforcement employees of the Oakland Housing Authority

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to four firms: Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Atkinson, Andelson, Loya, Ruud & Romo PC, and Burke, Williams & Sorenson LLP.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:

Goldfarb & Lipman LLP

Meyers Nave Riback Silver & Wilson PC

Atkinson, Andelson, Loya, Ruud & Romo PC

Burke, Williams & Sorenson LLP

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:

Patricia Wells

7/11/2022

/722CF180EE194A1...

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 THREE-YEAR
CONTRACT WITH TWO ADDITIONAL ONE-YEAR OPTION TERMS WITH ATKINSON,
ANDELSON, LOYA, RUUD & ROMO PC FOR LAW ENFORCEMENT LEGAL
SERVICES FOR A NOT TO EXCEED AMOUNT OF \$250,000**

WHEREAS, the Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022; and

WHEREAS, a total of 632 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane and was also publicly posted on the Oakland Housing Authority's website on February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022; and

WHEREAS, six firms responded by the deadline of April 7, 2022, for Law Enforcement Legal Services; and

WHEREAS, all six responsive proposals were evaluated by the Evaluation Committee on June 13, 2022; and

WHEREAS, a panel comprised of three individuals who are law enforcement employees of the Oakland Housing Authority convened on June 13, 2022, to evaluate and rate each of the proposals; and

WHEREAS, all panelist scores were averaged, resulting in one final score for each company; and

WHEREAS, the Evaluation Committee recommended awarding a contract to Atkinson, Andelson, Loya, Ruud & Romo PC; and

WHEREAS, it is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Atkinson, Andelson, Loya, Ruud & Romo PC for Law Enforcement Legal Services \$150,000 for the initial term and \$50,000 for the 1st and 2nd option terms for a not to exceed amount of \$250,000.

**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 three-year contract with two additional one-year option terms with Atkinson, Andelson, Loya, Ruud & Romo PC for Law Enforcement Legal Services \$150,000 for the initial term and \$50,000 for the 1st and 2nd option terms for a not to exceed amount of \$250,000; 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 September 26, 2022.*

Secretary / Executive Director

ADOPTED:

RESOLUTION NO.

ITEM: VII.D.

Executive Office Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director

^{DS}
PW

Subject: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Burke, Williams & Sorenson LLP for Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for a total not to exceed amount of \$500,000.

Date: September 26, 2022

Purpose: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Burke, Williams & Sorenson LLP for Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services in an amount not to exceed for \$300,000 for the initial term and \$100,000 for the 1st and 2nd option terms for a total not to exceed amount of \$500,000.

Funding: Authorizing a total not to exceed amount of \$500,000 utilizing GL Code 4130-04-0000.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022.

Human Resources: Six firms responded by the deadline of April 7, 2022, for Human Resources Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on July 26, 2022. A panel comprised of three OHA employees convened on July 26, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Burke, Williams & Sorenson LLP.

Law Enforcement: Six firms responded by the deadline of April 7, 2022, for Law Enforcement Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on June 13, 2022. A panel comprised of three OHA Law

Enforcement employees convened on June 13, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Burke, Williams & Sorenson LLP.

Real Estate Development and Environmental Law: Five firms responded by the deadline of April 7, 2022, for Real Estate Development Legal Services and four firms responded to the RFP for Environmental Law. All five responsive proposals were evaluated by the Evaluation Committee on June 28, 2022. A panel comprised of three OHA employees convened on June 28, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract for Real Estate Development and for Environmental Law to Burke, Williams & Sorenson LLP.

Recommendation

It is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Burke, Williams & Sorenson LLP for Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for \$300,000 for the initial term and \$100,000 for the 1st and 2nd option terms for an amount not to exceed \$500,000.

Attachments: CCGS Review Memo
 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: Victor Madamba, Director of Finance on behalf of Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} VM
 Drew Felder, Director of Human Resources ^{DS} [Signature]
 Daniel Mermelstein, CCGS Manager ^{DS} DM

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

Subject: RFP #22-004 As Needed Legal Services for Human Resources

Date: August 31, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Burke, Williams & Sorenson LLP and Liebert Cassidy Whitmore for as needed legal Services for the Human Resources Department.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022 and March 11, 2022. Six firms responded by the deadline of April 7, 2022 for Human Resources Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on July 26, 2022.

A panel comprised of three individuals convened on July 26, 2022, to evaluate and rate each of the proposals. The three of the participating panelists are employees of the Oakland Housing Authority.

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to four firms: Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Burke, Williams & Sorenson LLP and Liebert Cassidy Whitmore.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:

- Goldfarb & Lipman LLP
- Meyers Nave Riback Silver & Wilson PC
- Burke, Williams & Sorenson LLP
- Liebert Cassidy Whitmore

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:

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Patricia Wells
Executive Director

9/5/2022

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 EXECUTE A THREE-YEAR
CONTRACT WITH TWO ADDITIONAL ONE-YEAR OPTION TERMS WITH BURKE,
WILLIAMS & SORENSON LLP FOR HUMAN RESOURCES, LAW ENFORCEMENT,
REAL ESTATE DEVELOPMENT AND ENVIRONMENTAL LEGAL SERVICES FOR A
TOTAL NOT TO EXCEED AMOUNT OF \$500,000**

WHEREAS, the Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022; and

WHEREAS, a total of 632 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane and was also publicly posted on the Oakland Housing Authority's website on February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022; and

WHEREAS, six firms responded for Human Resources Legal Services and Law Enforcement Legal Services, five firms for Real Estate Development Legal Services, and four firms for Environmental Law by the deadline of April 7, 2022; and

WHEREAS, six responsive proposals for Human Resources Legal Services were evaluated by the Evaluation Committee on July 26, 2022, six responsive proposals for Law Enforcement Legal Services were evaluated by the Evaluation Committee on June 13, 2022, five responsive proposals for Real Estate Development Legal Services and four firms for Environmental Law were evaluated by the Evaluation Committee on June 28, 2022; and

WHEREAS, a panel comprised of three employees of the Oakland Housing Authority convened to evaluate and rate all of the proposals for each legal specialization; and

WHEREAS, all panelist scores were averaged, resulting in one final score for each company; and

WHEREAS, the Evaluation Committees for each Specialization recommended awarding a contract to Burke, Williams and Sorenson LLP for Human Resources, Law Enforcement, Real Estate Development and Environmental Law; and

WHEREAS, it is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Burke, Williams & Sorenson LLP for Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for \$300,000 for the initial term and \$100,000 for the 1st and 2nd option terms for an amount not to exceed \$500,000.

**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 three-year contract with two additional one-year option terms with Burke, Williams & Sorenson LLP for human resources, law enforcement, real estate development and environmental legal services for \$300,000 for the initial term and \$100,000 for the 1st and 2nd option terms for an amount not to exceed \$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 September 26, 2022.*


Secretary / Executive Director

ADOPTED:

RESOLUTION NO.

ITEM: VII.E.**Executive Office
Oakland Housing Authority MEMORANDUM**

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Goldfarb and Lipman LLP for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for a total not to exceed amount of \$6,750,000.

Date: September 26, 2022

Purpose: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Goldfarb and Lipman LLP for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for \$4,050,000 for the initial term and \$1,350,000 for the 1st and 2nd option terms for a total not to exceed amount of \$6,750,000.

Funding: Authorizing a total not to exceed amount of \$6,750,000 utilizing GL Code 4130-04-000

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022.

General Counsel: Four firms responded by the deadline of April 7, 2022. All four responsive proposals were evaluated by the Evaluation Committee on August 23, 2022. A panel comprised of three OHA employees convened on August 23, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Goldfarb and Lipman LLP.

Human Resources: Six firms responded by the deadline of April 7, 2022, for Human Resources Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on July 26, 2022. A panel comprised of three OHA employees convened on July 26, 2022, to evaluate and rate each of the proposals. All panelist

Goldfarb & Lipman

Page 2 of 2

scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Goldfarb & Lipman LLP.

Law Enforcement: Six firms responded by the deadline of April 7, 2022 for Law Enforcement Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on June 13, 2022. A panel comprised of three OHA law enforcement employees convened on June 13, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Goldfarb & Lipman LLP.

Real Estate Development and Environmental Law: Five firms responded by the deadline of April 7, 2022 for Real Estate Development Legal Services and four firms responded to the RFP for Environmental Law. All five responsive proposals were evaluated by the Evaluation Committee on June 28, 2022. A panel comprised of three OHA employees convened on June 28, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Goldfarb & Lipman LLP.

Recommendation

It is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to enter into a three-year contract with two option terms with Goldfarb and Lipman LLP for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for \$4,050,000 for the initial term and \$1,350,000 for the 1st and 2nd option terms for a total not to exceed amount of \$6,750,000.

Attachments: CCGS Review Memo
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: Victor Madamba, Director of Finance on behalf of Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} VM
Daniel Mermelstein, CCGS Manager ^{DS} DM

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

Subject: RFP #22-004 As Needed Legal Services for General Counsel

Date: August 31, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP and Meyers Nave Riback Silver & Wilson PC for as needed General Counsel Legal Services.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022. Four firms responded by the deadline of April 7, 2022 for General Counsel Legal Services. All four responsive proposals were evaluated by the Evaluation Committee on August 23, 2022.

A panel comprised of three individuals convened on August 23, 2022 to evaluate and rate each of the proposals. Three of the participating panelists are employees of the Oakland Housing Authority.

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to two firms: Goldfarb & Lipman LLP and Meyers Nave Riback Silver & Wilson PC. Goldfarb & Lipman for OHA's primary general counsel and Meyers Nave as a secondary general counsel firm for projects that may come up that may require their expertise.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:

Goldfarb & Lipman LLP

Meyers Nave Riback Silver & Wilson PC

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:

Patricia Wells

9/5/2022

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Patricia Wells

Date

Patricia Wells

Date

Executive Director

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 THREE-YEAR
CONTRACT WITH TWO ADDITIONAL ONE YEAR OPTION TERMS WITH GOLDFARB
AND LIPMAN LLP FOR GENERAL COUNSEL, HUMAN RESOURCES, LAW
ENFORCEMENT, REAL ESTATE DEVELOPMENT AND ENVIRONMENTAL LEGAL
SERVICES FOR A TOTAL NOT TO EXCEED AMOUNT OF \$6,750,000.**

WHEREAS, the Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022; and

WHEREAS, a total of 632 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane and was also publicly posted on the Oakland Housing Authority's website on February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022; and

WHEREAS, four firms responded for General Counsel Legal Services and Environmental Law, six firms responded for Human Resources Legal Services and Law Enforcement Legal Services, and five firms for Real Estate Development Legal Services by the deadline of April 7, 2022; and

WHEREAS, four responsive proposals for General Counsel Legal Services were evaluated by the Evaluation Committee on August 23, 2022, six responsive proposals for Human Resources Legal Services were evaluated by the Evaluation Committee on July 26, 2022, six responsive proposals for Law Enforcement Legal Services were evaluated by the Evaluation Committee on June 13, 2022, five responsive proposals for Real Estate Development Legal Services and four firms for Environmental Law were evaluated by the Evaluation Committee on June 28, 2022; and

WHEREAS, a panel comprised of three employees of the Oakland Housing Authority convened to evaluate and rate all of the proposals for each legal specialization; and

WHEREAS, all panelist scores were averaged, resulting in one final score for each company; and

WHEREAS, the Evaluation Committees for each Specialization recommended awarding a contract to Goldfarb & Lipman for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Law; and

WHEREAS, it is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one year option terms with Goldfarb and Lipman LLP for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for \$4,050,000 for the initial term and \$1,350,000 for the 1st and 2nd option terms for a total not to exceed amount of \$6,750,000.

**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 approve and authorize the Executive Director to execute a three-year contract with two additional one year option terms with Goldfarb and Lipman LLP for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Legal Services for \$4,050,000 for the initial term and \$1,350,000 for the 1st and 2nd option terms for a total not to exceed amount of \$6,750,000; 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 September 26, 2022.*

Secretary / Executive Director

ADOPTED:

RESOLUTION NO.

ITEM: VII.F.

**Executive Office
Oakland Housing Authority MEMORANDUM**

To: Board of Commissioners

From: Patricia Wells, Executive Director

^{DS}
PW

Subject: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Hawkins, Delafield and Wood LLP for Real Estate Development Legal Services for a total not to exceed amount of \$750,000.

Date: September 26, 2022

Purpose: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Hawkins, Delafield and Wood LLP for Real Estate Development Legal Services for \$450,000 for the initial term and \$150,000 for the 1st and 2nd option terms for a total not to exceed amount of \$750,000.

Funding: Authorizing a total not to exceed amount of \$750,000.00 utilizing GL Code 4130-04-0000.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022.

Five firms responded by the deadline of April 7, 2022, for Real Estate Development Legal Services. All five responsive proposals were evaluated by the Evaluation Committee on June 28, 2022. A panel comprised of three OHA employees convened on June 28, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to for Real Estate Development including Hawkins, Delafield and Wood LLP.

Recommendation

It is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional

one-year option terms with Hawkins, Delafield and Wood LLP for Real Estate Development Legal Services for \$450,000 for the initial term and \$150,000 for the 1st and 2nd option terms for a total not to exceed amount of \$750,000.

Attachments: CCGS Review Memo
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: Duane Hopkins, Chief Officer of Program and Finance Administration
 Tom Deloye, Chief Officer of Real Estate Development
 Deni Adaniya, Acting Assistant Director of Real Estate Development
 Daniel Mermelstein, CCGS Manager

From: Jeanne Smith, Contract Specialist, CCGS

Subject: CCGS Review Memo for RFP #22-004 As Needed Legal Services for Real Estate Development including Environmental Law

Date: July 11, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP, and Burke, Williams & Sorenson LLP for as needed legal Services for Real Estate Development and Environmental Law and to Hawkins, Delafield and Wood for Real Estate Development only.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022 and March 11, 2022. Five firms responded by the deadline of April 7, 2022 for Real Estate Development Legal Services and four firms responded to the RFP for Environmental Law. All five responsive proposals were evaluated by the Evaluation Committee on June 28, 2022.

A panel comprised of three individuals convened on June 28, 2022 to evaluate and rate each of the proposals. All of the participating panelists are employees of the Oakland Housing Authority


Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to three firms for Real Estate Development (Goldfarb and Lipman, LLP, Hawkins, Delafield and Wood, LLP and Burke, Williams & Sorenson LLP) and two firms for Environmental Law :(Goldfarb & Lipman LLP and Burke, Williams & Sorenson LLP).

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:
Goldfarb & Lipman LLP for both Real Estate Development and Environmental Law
Hawkins, Delafield and Wood, LLP for Real Estate Development Law
Burke, Williams & Sorenson LLP for both Real Estate Development Environmental Law

- 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:	
<div><div>DocuSigned by:</div><div></div><div>7/22CF180EE194A1...</div></div>	7/19/2022		
Patricia Wells	Date	Patricia Wells	Date
Executive Director		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 THREE-YEAR
CONTRACT WITH TWO ADDITIONAL ONE-YEAR OPTION TERMS WITH
HAWKINS, DELAFIELD AND WOOD LLP FOR REAL ESTATE DEVELOPMENT
LEGAL SERVICES FOR A TOTAL NOT TO EXCEED AMOUNT OF \$750,000.**

WHEREAS, the Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022; and

WHEREAS, a total of 632 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane and was also publicly posted on the Oakland Housing Authority's website on February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022; and

WHEREAS, five firms responded by the deadline of April 7, 2022, for Real Estate Development Legal Services; and

WHEREAS, all five responsive proposals were evaluated by the Evaluation Committee on June 28, 2022; and

WHEREAS, a panel comprised of three individuals who were employees of the Oakland Housing Authority convened on June 28, 2022, to evaluate and rate each of the proposals; and

WHEREAS, all panelist scores were averaged, resulting in one final score for each company; and

WHEREAS, the Evaluation Committee recommended awarding a contract to three firms

for Real Estate Development including Hawkins, Delafield and Wood LLP; and

WHEREAS, it is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Hawkins, Delafield and Wood LLP for Real Estate Development Legal Services for \$450,000 for the initial term and \$150,000 for the 1st and 2nd option terms for a total not to exceed amount of \$750,000.

**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 three-year contract with two additional one-year option terms with Hawkins, Delafield and Wood LLP for real estate development legal services for \$450,000 for the initial term and \$150,000 for the 1st and 2nd option terms for a total not to exceed amount of \$750,000; 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 September 26, 2022.*

Secretary / Executive Director

ADOPTED:

RESOLUTION NO.

ITEM: VII.G.**Executive Office
Oakland Housing Authority MEMORANDUM**

To: Board of Commissioners

From: Patricia Wells, Executive Director

A blue ink signature of Patricia Wells, consisting of a stylized 'P' and 'W'.

Subject: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Liebert Cassidy Whitmore for Human Resources Legal Services for \$900,000.00 for the initial term and \$300,000.00 for the 1st and 2nd option terms for a total of not to exceed amount of \$1,500,000.

Date: September 26, 2022

Purpose: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Liebert Cassidy Whitmore for Human Resources Legal Services for \$900,000.00 for the initial term and \$300,000.00 for the 1st and 2nd option terms for a total of not to exceed amount of \$1,500,000.

Funding: Authorizing a total not to exceed amount of \$1,500,000 utilizing GL Code 4130-04-0000.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022.

Six firms responded by the deadline of April 7, 2022, for Human Resources Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on July 26, 2022. A panel comprised of three OHA employees convened on July 26, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Liebert Cassidy Whitmore.

Recommendation

It is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional

one-year option terms with Liebert Cassidy Whitmore for Human Resources Legal Services for \$900,000 for the initial term and \$300,000 for the 1st and 2nd option terms for a total of not to exceed amount of \$1,500,000.

Attachments: CCGS Review Memo
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: Victor Madamba, Director of Finance on behalf of Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} VM
 Drew Felder, Director of Human Resources ^{DS} [Signature]
 Daniel Mermelstein, CCGS Manager ^{DS} DM

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

Subject: RFP #22-004 As Needed Legal Services for Human Resources

Date: August 31, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Burke, Williams & Sorenson LLP and Liebert Cassidy Whitmore for as needed legal Services for the Human Resources Department.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022 and March 11, 2022. Six firms responded by the deadline of April 7, 2022 for Human Resources Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on July 26, 2022.

A panel comprised of three individuals convened on July 26, 2022, to evaluate and rate each of the proposals. The three of the participating panelists are employees of the Oakland Housing Authority.

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to four firms: Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Burke, Williams & Sorenson LLP and Liebert Cassidy Whitmore.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:

- Goldfarb & Lipman LLP
- Meyers Nave Riback Silver & Wilson PC
- Burke, Williams & Sorenson LLP
- Liebert Cassidy Whitmore

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:

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Patricia Wells
Executive Director

9/5/2022

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 EXECUTE A THREE-YEAR
CONTRACT WITH TWO ADDITIONAL ONE-YEAR OPTION TERMS WITH LIEBERT
CASSIDY WHITMORE FOR HUMAN RESOURCES LEGAL SERVICES FOR A TOTAL
OF NOT TO EXCEED AMOUNT OF \$1,500,000.**

WHEREAS, the Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022; and

WHEREAS, a total of 632 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane and was also publicly posted on the Oakland Housing Authority's website on February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022; and

WHEREAS, six firms responded by the deadline of April 7, 2022, for Human Resources Legal Services; and

WHEREAS, all six responsive proposals were evaluated by the Evaluation Committee on July 26, 2022; and

WHEREAS, a panel comprised of three individuals who are employees of the Oakland Housing Authority convened on July 26, 2022, to evaluate and rate each of the proposals; and

WHEREAS, all panelist scores were averaged, resulting in one final score for each company; and

WHEREAS, the Evaluation Committee recommended awarding a contract to four firms including Liebert Cassidy Whitmore; and

WHEREAS, it is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Liebert Cassidy Whitmore for Human Resources legal services for \$900,000 for the initial term and \$300,000 for the 1st and 2nd option terms for a total of not to exceed amount of \$1,500,000.

**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 three-year contract with two additional one-year option terms with Liebert Cassidy Whitmore for Human Resources legal services for \$900,000 for the initial term and \$300,000 for the 1st and 2nd option terms for a total of not to exceed amount of \$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 September 26, 2022.*

Secretary / Executive Director


ADOPTED:

RESOLUTION NO.

ITEM: VII.H.

Executive Office Oakland Housing Authority MEMORANDUM

To: Board of Commissioners

From: Patricia Wells, Executive Director 

Subject: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Meyers Nave Riback Silver & Wilson PC for General Counsel, Human Resources, and Law Enforcement Legal Services for a total not to exceed amount of \$1,250,000.

Date: September 26, 2022

Purpose: Authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Meyers Nave Riback Silver & Wilson PC for General Counsel, Human Resources, and Law Enforcement Legal Services for \$750,000 for the initial term and \$250,000 for the 1st and 2nd terms for a total not to exceed amount of \$1,250,000.

Funding: Authorizing a total not to exceed amount of \$1,250,000 utilizing GL Code 4130-04-0000.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022.

General Counsel: Four firms responded by the deadline of April 7, 2022. All four responsive proposals were evaluated by the Evaluation Committee on August 23, 2022. A panel comprised of three OHA employees convened on August 23, 2022 to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Meyers Nave Riback Silver & Wilson PC.

Human Resources: Six firms responded by the deadline of April 7, 2022. All six responsive proposals were evaluated by the Evaluation Committee on July 26, 2022. A panel comprised of three OHA employees convened on July 26, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final

score for each company. The Evaluation Committee recommended awarding a contract to Meyers Nave Riback Silver & Wilson PC.

Law Enforcement: Six firms responded by the deadline of April 7, 2022. All six responsive proposals were evaluated by the Evaluation Committee on June 13, 2022. A panel comprised of three OHA Law Enforcement employees convened on June 13, 2022, to evaluate and rate each of the proposals. All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to Meyers Nave Riback Silver & Wilson PC.

Recommendation

It is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Meyers Nave Riback Silver & Wilson PC for General Counsel, Human Resources and Law Enforcement Legal Services for \$750,000 for the initial term and \$250,000 for the 1st and 2nd terms for a total not to exceed amount of \$1,250,000.

Attachments: CCGS Review Memo
 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: Victor Madamba, Director of Finance on behalf of Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} VM
Daniel Mermelstein, CCGS Manager ^{DS} DM

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

Subject: RFP #22-004 As Needed Legal Services for General Counsel

Date: August 31, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP and Meyers Nave Riback Silver & Wilson PC for as needed General Counsel Legal Services.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022. Four firms responded by the deadline of April 7, 2022 for General Counsel Legal Services. All four responsive proposals were evaluated by the Evaluation Committee on August 23, 2022.

A panel comprised of three individuals convened on August 23, 2022 to evaluate and rate each of the proposals. Three of the participating panelists are employees of the Oakland Housing Authority.

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to two firms: Goldfarb & Lipman LLP and Meyers Nave Riback Silver & Wilson PC. Goldfarb & Lipman for OHA's primary general counsel and Meyers Nave as a secondary general counsel firm for projects that may come up that may require their expertise.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:

- Goldfarb & Lipman LLP
- Meyers Nave Riback Silver & Wilson PC

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:

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Patricia Wells
Executive Director

9/5/2022

Date

Patricia Wells
Executive Director

Date



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: Victor Madamba, Director of Finance on behalf of Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} VM
 Drew Felder, Director of Human Resources ^{DS} [Signature]
 Daniel Mermelstein, CCGS Manager ^{DS} DM

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

Subject: RFP #22-004 As Needed Legal Services for Human Resources

Date: August 31, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Burke, Williams & Sorenson LLP and Liebert Cassidy Whitmore for as needed legal Services for the Human Resources Department.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022 and March 11, 2022. Six firms responded by the deadline of April 7, 2022 for Human Resources Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on July 26, 2022.

A panel comprised of three individuals convened on July 26, 2022, to evaluate and rate each of the proposals. The three of the participating panelists are employees of the Oakland Housing Authority.

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to four firms: Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Burke, Williams & Sorenson LLP and Liebert Cassidy Whitmore.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:

- Goldfarb & Lipman LLP
- Meyers Nave Riback Silver & Wilson PC
- Burke, Williams & Sorenson LLP
- Liebert Cassidy Whitmore

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:

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Patricia Wells
Executive Director

9/5/2022

Date

Patricia Wells
Executive Director

Date



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: Duane Hopkins, Chief Officer of Program and Finance Administration
 Tom Deloye, Chief Officer of Real Estate Development
 Deni Adaniya, Acting Assistant Director of Real Estate Development
 Daniel Mermelstein, CCGS Manager

From: Jeanne Smith, Contract Specialist, CCGS

Subject: CCGS Review Memo for RFP #22-004 As Needed Legal Services for Real Estate Development including Environmental Law

Date: July 11, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP, and Burke, Williams & Sorenson LLP for as needed legal Services for Real Estate Development and Environmental Law and to Hawkins, Delafield and Wood for Real Estate Development only.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022 and March 11, 2022. Five firms responded by the deadline of April 7, 2022 for Real Estate Development Legal Services and four firms responded to the RFP for Environmental Law. All five responsive proposals were evaluated by the Evaluation Committee on June 28, 2022.

A panel comprised of three individuals convened on June 28, 2022 to evaluate and rate each of the proposals. All of the participating panelists are employees of the Oakland Housing Authority

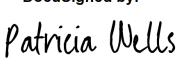
Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to three firms for Real Estate Development (Goldfarb and Lipman, LLP, Hawkins, Delafield and Wood, LLP and Burke, Williams & Sorenson LLP) and two firms for Environmental Law :(Goldfarb & Lipman LLP and Burke, Williams & Sorenson LLP).

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:
Goldfarb & Lipman LLP for both Real Estate Development and Environmental Law
Hawkins, Delafield and Wood, LLP for Real Estate Development Law
Burke, Williams & Sorenson LLP for both Real Estate Development Environmental Law

- 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:	
<div><div>DocuSigned by:</div><div></div><div>7/22CF180EE194A1...</div></div>	7/19/2022		
Patricia Wells	Date	Patricia Wells	Date
Executive Director		Executive Director	



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: Duane Hopkins, Chief Officer of Program and Finance Administration ^{DS} *DS*
 Alan Love, Chief of Police *AL*
 Carel Duplessis, Police Chief Emeritus ^{DS} *CD*
 Rufus Davis, Labor and Section 3 Compliance Manager and Acting CCGS Manager ^{DS} *RD*

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

Subject: RFP #22-004 As Needed Legal Services for Law Enforcement

Date: July 8, 2022

This memo is to advise you that an RFP was issued for As-Needed Legal Services for General Counsel (Executive Office and Other Agency Departments) and/or Human Resources, Police and Real Estate Development Departments including Environmental Law. It is being recommended that OHA award contracts to Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Atkinson, Adelson, Loya, Ruud & Romo PC, and Burke, Williams & Sorenson LLP for as needed legal Services for the OHA Police Department.

Background

The Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022. A total of 632 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 February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022 and March 11, 2022. Six firms responded by the deadline of April 7, 2022 for Law Enforcement Legal Services. All six responsive proposals were evaluated by the Evaluation Committee on June 13, 2022.

A panel comprised of three individuals convened on June 13, 2022 to evaluate and rate each of the proposals. Three of the participating panelists are law enforcement employees of the Oakland Housing Authority

Scoring

All panelist scores were averaged, resulting in one final score for each company. The Evaluation Committee recommended awarding a contract to four firms: Goldfarb & Lipman LLP, Meyers Nave Riback Silver & Wilson PC, Atkinson, Adelson, Loya, Ruud & Romo PC, and Burke, Williams & Sorenson LLP.

Recommendation

It is recommended that the Oakland Housing Authority proceed with awarding a contract to following firms:

Goldfarb & Lipman LLP

Meyers Nave Riback Silver & Wilson PC

Atkinson, Andelson, Loya, Ruud & Romo PC

Burke, Williams & Sorenson LLP

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:

Patricia Wells

7/11/2022

/722CF180EE194A1...

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 THREE-YEAR
CONTRACT WITH TWO ADDITIONAL ONE-YEAR OPTION TERMS WITH MEYERS
NAVE RIBACK SILVER & WILSON PC FOR GENERAL COUNSEL, HUMAN
RESOURCES, AND LAW ENFORCEMENT LEGAL SERVICES FOR A TOTAL NOT TO
EXCEED AMOUNT OF \$1,250,000.**

WHEREAS, the Authority issued RFP #22-004 in accordance with the Oakland Housing Authority's Procurement Policy on February 24, 2022; and

WHEREAS, a total of 632 vendors received notification of issuance of the RFP through the agency's bidding systems, Economic Engine and Infolane and was also publicly posted on the Oakland Housing Authority's website on February 24, 2022, and in the local newspapers on March 2, 2022, March 4, 2022, March 9, 2022, and March 11, 2022; and

WHEREAS, four firms responded for General Counsel Legal Services and six firms responded for Human Resources Legal Services and Law Enforcement Legal Services, by the deadline of April 7, 2022; and

WHEREAS, Four responsive proposals for General Counsel Legal Services were evaluated by the Evaluation Committee on August 23, 2022, six responsive proposals for Human Resources Legal Services were evaluated by the Evaluation Committee on July 26, 2022 and six responsive proposals for Law Enforcement Legal Services were evaluated by the Evaluation Committee on June 13, 2022; and

WHEREAS, a panel comprised of three employees of the Oakland Housing Authority convened to evaluate and rate all of the proposals for each legal specialization; and

WHEREAS, all panelist scores were averaged, resulting in one final score for each company; and

WHEREAS, the Evaluation Committees for each Specialization recommended awarding a contract to for General Counsel, Human Resources, Law Enforcement, Real Estate Development and Environmental Law; and

WHEREAS, it is recommended that the Board of Commissioners adopt the attached Resolution authorizing the Executive Director to execute a three-year contract with two additional one-year option terms with Meyers Nave Riback Silver & Wilson PC for General Counsel, Human Resources and Law Enforcement Legal Services for \$750,000 for the initial term and \$250,000 for the 1st and 2nd terms for a total not to exceed amount of \$1,250,000.

**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 three-year contract with two additional one-year option terms with Meyers Nave Riback Silver & Wilson PC for general counsel, human resources, and law enforcement legal services for \$750,000 for the initial term and \$250,000 for the 1st and 2nd terms for a total not to exceed amount of \$1,250,000; 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 September 26, 2022.*

Secretary / Executive Director


ADOPTED:

RESOLUTION NO.

CONSENT AGENDA ITEMS

ITEM: VII.I.**Executive Office
Oakland Housing Authority MEMORANDUM**

To: Board of Commissioners

From: Patricia Wells, Executive Director ^{DS}

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: September 26, 2022

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.

On November 24, 2021, The Board of Commissioners adopted Resolution Number 5009 within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On December 6, 2021, The Board of Commissioners adopted Resolution Number 5020, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

Assembly Bill Number 361

Page 2 of 3

On December 27, 2021, The Board of Commissioners adopted Resolution Number 5022, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On January 24, 2022, The Board of Commissioners adopted Resolution Number 5033, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On February 28, 2022, The Board of Commissioners adopted Resolution Number 5034, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On March 21, 2022, The Board of Commissioners adopted Resolution Number 5051, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On April 25, 2022, The Board of Commissioners adopted Resolution Number 5056, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On May 23, 2022, The Board of Commissioners adopted Resolution Number 5079, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On June 27, 2022, The Board of Commissioners adopted Resolution Number 5090, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On July 25, 2022, The Board of Commissioners adopted Resolution Number 5095, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

On August 22, 2022, The Board of Commissioners adopted Resolution Number 5099, within the thirty-day period, which made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361.

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.

Assembly Bill Number 361

Page 3 of 3

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, on December 06, 2021, Resolution 5020 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on December 27, 2021, Resolution 5022 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on January 24, 2022, Resolution 5033 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on February 28, 2022, Resolution 5034 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on March 21, 2022, Resolution 5051 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on April 25, 2022, Resolution 5056 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on May 23, 2022, Resolution 5079 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on June 27, 2022, Resolution 5090 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on July 25, 2022, Resolution 5095 made findings to continue remote teleconference meetings pursuant to Brown Act provisions, as amended by AB 361; and

WHEREAS, on August 22, 2022, Resolution 5099 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 September 26, 2022.

Secretary / Executive Director

ADOPTED:

RESOLUTION NO.

WRITTEN COMMUNICATIONS (MONTHLY REPORT)



Oakland Housing Authority
Monthly Status Report
August 2022



Section 3 Construction and Non-Construction

Twenty-four (24) participants are enrolled in the Section 3 program; sixteen (16) are currently working on construction projects, and eight (8) are seeking employment.

Section 3 List

Number*	Trade	Level	Union Affiliation	Work Status
Currently Working				
1-6	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
7	Electrical	Apprentice	Electrical Union	Design Electric
8-11	Laborer	Apprentice (1 st) – Journeyman	Laborers, Laborers Local 304	Brooklyn Basin, James E. Roberts Obayashi, Branagh Inc., Plant Construction, Baines Group, Chevron, BBI
12	Cement Mason	Apprentice (1 st)	Local 300	Luminart Concrete
13	Laborer	Journey level	Laborers	Ranger Pipelines
14	Cypress Mandela Graduate	Pre-Apprentice	N/A	Non-Union – Cement
15	Welder	Journeyman	Boilermakers	Non-Union – Welding
16	Painter	Journey Level	Painters	Cal Trans
Currently Seeking Employment				
17	Carpenters Union	Apprentice (Rising Sun Graduate)	Carpenters	Not Working
18	Operating Engineers	Journey Level	Operating Engineers – Local 3	Not Working
19	Laborers	Journey Level	Laborers	Not Working
20	Carpenters	Journey Level	Carpenters	Not Working
21	Iron Workers	Apprentice (1 st)	Iron Worker –Local 378	Not Working

22	Laborers	Journey Level	Laborers	Not Working
23	Carpenters	Apprentice	Carpenters	Not Working
24	Carpenters	Journey Level	Carpenters	Not Working

The Employment & Economic Development Team provides monthly case management and employment support to the eight (8) participants seeking employment.

Section 3 New Hires (Construction & Non-Construction)

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Declined Offer	Company	Position
General Services	0	0	0	0	N/A	N/A
Total	0	0	0	0	Hired YTD Total	2

Section 3 Compliance

FCP received five (5) trade requests for nine (9) Section 3 employment opportunities. Five (5) contractors received compliance reports as FCP was unable to refer residents for these positions because the current list of unionized workers does not possess the necessary qualifications, or they are already employed.

Section 3 Compliance

Employer(s)	Trade	Requests	OHA Referrals	OHA Hires	Compliance Reports Issued
Nibbi Brothers & Ralph Ray Construction	Roofer	1	0	0	1
Nibbi Brothers & Paul's Plumbing	Plumber/Pipefitter	3	0	0	1
Nibbi Brothers & Nibbi Concrete; Nibbi & Nibbi Construction	Laborer	3	0	0	2
Nibbi Brothers & Nibbi Concrete	Carpenter	2	0	0	1
Total		9	0	0	5

Employment and Economic Development

FCP Program	Job Referrals	Job Readiness	Total
FSS	5	2	7
General Services	65	13	78
ROSS	2	2	4
Section 3	0	0	0
Total	72	17	89

Employment Workshops

The Employment & Economic Development Team continued hosting employment workshops series in the Discovery Lab at the West District office. The workshops facilitated included: Resume and Cover Letter Writing, Time Management, Interviewing, Workplace Communication, and Job Success. Fifteen (15) participants attended the workshops, and ten (10) met with an Employment Coordinator outside of the workshops for individual resume assistance.

Topic	Sessions	Total Participants:
Resume/Cover letter	6	10
Time Management	2	0
Interviewing	3	2
Workplace Communication	3	0
Job Success	3	3
Total	17	15

Winning Wednesday Hiring Events

OHA hosted four (4) in person hiring/career events in partnership with Laney College in the Discovery Lab at the West District office.

Company	OHA Participants	Community Participants	Total
Goodwill Industries & Oakland Unified School District	13	1	14
TSA & UC Berkeley Dining Services	15	5	20
Mini Job Fair (multiple employers)	33	27	60
Allied Universal Security	17	7	24
Total	78	40	118

Goodwill Industries & OUSD: August 3, 2022



TSA & UC Berkeley Dining Services: August 10, 2022



Mini Job Fair: August 17, 2022 Partners: Alameda County Social Services Laney College, Oakland PIC, The Bread Project, and Rising Sun Center for Opportunity.



Allied Universal Event Services: August 24, 2022



General Employment

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Company	Position
General Services	5	0	0	UC Berkeley Dining Services	Food Service Associate
General Services	1	0	0	Allied Universal Event Services	Security Guard
FSS	1	0	1	Aramark Facility Services	Medical Clerk
Total	7	0	1		

Youth Employment

Provider	Enrolled this month	Enrolled in this contract term	Enrolled in Training	Completed Training	Job Placements	College Enrollments
LAO Family	2	93	83	0	34	14
YEP	0	3	2	0	1	0

Resident Owned Businesses

Business Titles	
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
MagicallyMe By Dena	
Total	9

Financial Literacy

Programs	New Enrollment	Cont. Enrollment	Completed
Financial Literacy Workshop	5	0	5
Total	5	0	5

- Four (4) FSS participants completed twenty-nine (29) FDIC Financial Literacy Money Smart modules.
- One (1) FSS Participant completed a financial literacy course through OCCUR.

Chromebook /T-Mobile Tablet Distribution

FCP Program	Chromebooks/Tablets Distributed (Month)	YTD Total
FSS	1	2
ROSS	2	2
General Support	5	10
Total	8	14

Eight (8) participants received Chromebooks this month, including five (5) general support participants, two (2) ROSS participants, and one (1) FSS participant.



Digital Literacy

One (1) FSS participant received Digital Literacy assistance on how to navigate the internet. They learned how to access the FDIC Money Smart website.

Family Self-Sufficiency (FSS) Program

- One (1) FSS participant graduated the FSS Program with \$34,734.70 in escrow funds. This participant achieved her goal of becoming an entrepreneur. She co-founded a successful non-profit that empowers parents and students to advocate for high quality education. She plans to use her escrow savings to pay down credit card debt, help with her daughter's college expenses, take a vacation, and start an emergency savings account.
- One (1) FSS participant successfully graduated the program and received an escrow check in the amount of \$33,880.49. This successfully accomplished all of her goals within six (6) years. She obtained two certificates of completion for homeownership education from Operation HOPE. She plans to participate in the Oakland Housing Authority's Homeownership Program after graduating from the FSS program. She currently works full-time in customer service at Nordstrom. She plans to pay off her car loan and save the remaining balance for homeownership. This participant increased her earnings, built assets and achieved self-sufficiency with the help of the FSS program.
- One (1) FSS participant successfully completed the FSS program and received an escrow check in the amount of \$19,543.67. This participant met all of her FSS graduation requirements. She currently works full-time as an in-home care



provider. She plans to keep her escrow funds in her savings account to use toward purchasing a home in the future. With the help of the FSS program, she increased her earnings, built assets and increased her financial literacy.

- One (1) FSS participant successfully graduated the FSS Program with \$58,349.48 in escrow funds. This participant met her goals of obtaining full-time employment and increasing her financial literacy. She plans to use her escrow funds to pay off her credit card debt and save the remaining balance for homeownership in the future. She attended an employment training program before landing her current job with the Berkeley Unified School District.
- The FSS Team held two (2) program FSS orientation informational sessions with one (1) resident in attendance.
- One (1) FSS participant increased their earned income and established an escrow account effective August 2022.
- FCP has paused all new FSS enrollments for any participant who did not sign their FSS contract prior to June 17, 2022. This hold is due to a newly published updates to the rule by HUD on May 17, 2022 changing some of the parameters around the FSS program. Enrollments will resume after OHA's FSS Action Plan is updated per HUD's new FSS program rules. The FSS program is currently hosting monthly informational sessions to prepare residents for enrollment and connecting them with department resources.
- Thirteen (13) FSS participants are within six (6) months of graduation and have met with their Coordinator to prepare for their graduation. Six (6) FSS participants received a quarterly contact to review and update their Individual Training Service Plans (ITSP) for program graduation.

Family Self-Sufficiency

Program	Total	New Enrollees	Escrow Accounts	Graduates	Escrow Disbursed	Termination or Exits	Escrow Forfeited	Escrow Transferred (RHA)
Section 8	140	0	83	4	\$146,508.43	1	\$5,214.41	\$0
PH	12	0	4	0	\$0	0	\$0	\$0
FUP-Youth	12	0	5	0	\$0	0	\$0	\$0
Total	163	0	92	4	\$146,508.43	1	\$5,214.41	\$0

Family Unification Program (FUP) Youth

Applicants	Current Participants	New Enrollments (Current Month)	Transitioned to FSS	Program Exits To Date	Program Enrollments To Date
0	8	0	12	0	29

Youth and Education

Ninety (90) students have registered for the Promise Plus program this month and completed OHA's Parent Consent form for enrollment. Of those ninety (90) students registered, thirty-two (32) have confirmed enrollment and scheduled an individual Student Success Plan meeting with their assigned Coordinator.

The Education Team conducted assessments to existing Promise Plus families enrolled in the 2021-22 school year to determine each OHA student school assignment. After confirmed assessment with existing Promise Plus families, forty-nine (49) OHA students are now attending non-partner schools or have relocated to another city (i.e. charter schools, schools not identified in feeder school model).

OUSD Schools	Previous School Yr. Enrollment	1 st Qtr. 2022 Registered	Total Enrollment
Prescott Elementary	0	11	2
Martin Luther King, Jr.	11	11	11
Lockwood Steam Academy	17	14	14
Markham Elementary	3	5	5
West Oakland Middle	14	19	19
Westlake Middle	0	3	3
Elmhurst Middle	0	6	2
Frick Impact Middle	0	11	10
McClymonds High	0	8	0
Oakland High	0	1	0
Fremont High	0	2	0
Castlemont High	0	4	0
Non-Partner Schools	51	0	51
Total	96	95	117

Back to School Events

The Education Team attended Back to School events at OHA partner school sites. The Team used these events as an opportunity to meet with school staff, introduce OHA's Promise Plus program to the school community and engage with OHA families to encourage participation.



OUSD School Site Meetings and Tutoring Services

The Education Team engaged with all twelve (12) feeder schools and scheduled meetings with each school's Community School Manager in order to further build collaboration. FCP will attend each school site's weekly COST Team and Attendance Team meetings. These meetings will serve as an opportunity for case conferencing for current Promise Plus participants and help us to identify other OHA students in need of support.

CEP continues to provide tutoring support to OHA students: six (6) students submitted new referrals for tutoring, and four (4) students assigned to a tutor this month. The Education Team is working to increase our partnerships and assessing the tutoring and support services already available at each school.

Tutoring Referrals

Referrals	In-Progress	Assigned Tutor	Total Assigned Tutor (YTD)
6	6	4	34

ROSS Program/Senior Services

Fifty-one (51) ROSS Participants met with a Coordinator and received community resources.

Resident Opportunities Self Sufficiency (ROSS) Program

Program	ROSS Participants	New Enrollees (Month)	YTD (Exits)
Public Housing	149	0	4

One hundred and one (101) senior participants from Peralta Village, Lockwood Gardens, Palo Vista Gardens and Campbell Village received a Seniors Connect newsletter. The seniors received a wooden bird house with watercolors and a baseball cap with fabric markers to decorate.

The August Seniors Connect Newsletter "Summer" edition included information regarding OHA's Family Day and National Night Out block party at Peralta Village, health and transportation resources from LIFE Eldercare. The newsletter also showcased seniors who completed their art projects from July.

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

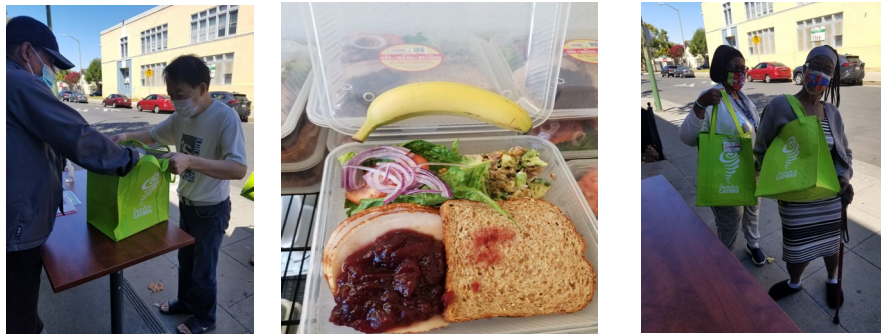


Senior Lunch “Grab and Go” Hot meals – Peralta Village

Thirty-one (31) Peralta Village seniors participated in the “Grab and Go” Spectrum hot meal program. Three hundred and thirty-one (331) hot meals were provided to seniors this month. Each participant received weekly educational materials and resources provided by Spectrum.

Senior Lunch Delivery Program

	<i>Monthly Total</i>	<i>YTD</i>
“Grab & Go” Hot Meals	331	2611



OHA Family Day and National Night Out - Peralta Village

On August 2nd, FCP, OPO, and OHAPD held OHA Family Day and National Night Out at Peralta Village with the support of OHA Commissioner William Mayes. All the families at Peralta Village and OAHPI AMPs 13 & 14 received a golden ticket to attend the event, which included a DJ, taco truck, face painting, community organization with resources, training and employment opportunities and treats for youth.

Twenty (20) community partners tabled the event and many provided residents with resources and swag gear. Partner organizations included: Alameda County Community Food Bank, Alameda County – Rethink your Drink, Alameda County Public Health-Dental Health, Allied Universal, Family Paths, Black Cultural Zone, The Bread Project, Life ElderCare, La Familia, Lavender Seniors of the East Bay, Spectrum Meal Program, LIHEAP Program, Clean Slate, United States Postal Service, Laney College, OHA – Resident Advisory Board, and the FCP Department. FCP raffled Chromebooks, a Fit Bit, and art supplies to OHA residents who expressed interest in FCP programs.



Special Programs

Foster Youth to Independence (FYI) Program Housing Workshop

On August 19th, the FCP department hosted a housing search workshop to support the FYI participants with their housing search. Two (2) FYI participants attended and received a thorough presentation covering the housing market, housing search tools, their rights as prospective tenants, tips for communicating with Landlords and handling stress. Nine (9) FYI participants received additional rental listings.

Health and Wellness

Food Programs - Peralta Village & Lockwood Gardens

FCP continues to partner with the Alameda County Community Food Bank to conduct two (2) food pantries, one (1) at Peralta Village and one (1) at Lockwood Gardens. FCP resources were provided in each bag.

Food Pantry

Support Items	Lockwood Garden	Peralta Village
Food Bank (Food bags)	49	71
Semi Freddi's bread donation	75	75

Food Assistance

	Senior Lunch Food Delivery	Peralta Village	Lockwood Gardens	Total
Food bags provided	331	71	49	451
Total participants served	31	146	116	293

Zoom on the Move Virtual Workshops

FCP's "Zoom on the Move" virtual workshop series included sessions on the FCP Homeownership program and the Family Self-Sufficiency (FSS) program orientations.

Zoom on the Move Attendance Table

Organizations	Number of Sessions (Month)	Number of Participants (Month)
FCP Homeownership	1	0
FSS Orientation	2	1
Total	3	1

Wellness Checks

FCP conducted two-hundred and twenty-three (223) wellness calls to ensure participants wellbeing and to outreach FCP services and resources.

FCP Program	Monthly Total	YTD
FSS	15	212
General Support	54	308
OHA Seniors	101	901
ROSS	51	549
Section 3	2	22
PACT	0	16
FUP	0	45
Total	223	2053

Homeownership

- Two (2) homeownership program participants continue to search for a home.
- The Homeownership Team held their monthly "Zoom on the Move" Q&A session on August 16th and provided program information to three new staff members.
- Currently, twenty-three (23) participants have met the homeownership program's minimum income, savings, and credit requirements, and twenty-one (21) are going through the Section 8 Eligibility process; one (1) is working on obtaining loan approval, and one (1) is waiting for additional down payment assistance funding from A.C. Boost.
- The Homeownership Coordinator responded to eight (8) program inquiries by phone or email.
- One (1) current homeowner is in the process of refinancing her home.

Participants 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	\$400,000
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)
23	2	0	0	1	0

Homeownership Program

Current Homeowners	Total Homes Purchased (Since 2004)	Program Terminations (YTD)	Program Graduates (YTD)	Pending Refinance	Total Homes Refinanced (YTD)
80	121	0	1	1	1

Civic Engagement

OHA Resident Advisory Board (RAB)

On August 10th, the Resident Advisory Board held a virtual meeting with six (6) RAB members in attendance. Four (4) RAB members also attended the RAB debrief and agenda planning committee meetings.

OHA Volunteer Program

For the month of August, two (2) RAB members, which includes one (1) OHA Commissioner, volunteered for the OHA Family Day and National Night Out event at Peralta Village, and one (1) public housing volunteer assisted with the Spectrum Meal program, for a total of twenty (20) hours.

	RAB committee meetings	RAB Meetings	Volunteers	Total
OHA Residents	4	6	3	13
Non OHA Residents	0	0	0	0
Total	4	6	3	13

Site Services

COVID-19 Relief Closet

The COVID-19 Relief closet filled twenty-three (23) orders for participants in need.

Participant Orders	Bulk Orders	Total
23	0	23

Transportation

	OHA	Bus Pass	BART Pass	Gas Card	Total
Adults	1	0	0	0	1

Site Intervention and Service Referrals

The Site Intervention Team engaged with seventeen (17) recently referred households and continued providing services to twenty-seven (27) previously referred families. Eighteen (18) referrals were completed. Referred families received counseling and supportive services in areas such as housing search, lease compliance, domestic violence, health, and mental health.

Development	Rent	HQS	Lease Comp.	Supportive Services	Housing Search	Completed	Completed YTD
Lockwood	0	0	0	1	0	1	28
Peralta	0	1	1	2	0	4	50
Deep East (9)	0	0	0	0	0	0	2
East (10)	0	0	0	2	0	2	6
Fruitvale (11)	0	0	0	0	0	0	9
San Antonio (12)	0	0	0	0	0	0	2
West (13)	0	0	0	2	1	1	11
North (14)	0	0	0	0	0	0	14
Asset Management	0	0	0	0	0	0	0
Leased Housing	0	1	1	3	29	10	55
OHAPD	0	0	0	0	0	0	0
Total	0	2	2	10	30	18	177



Oakland Housing Authority
Monthly Status Report
August 2022



Section 3 Construction and Non-Construction

Twenty-four (24) participants are enrolled in the Section 3 program; sixteen (16) are currently working on construction projects, and eight (8) are seeking employment.

Section 3 List

Number*	Trade	Level	Union Affiliation	Work Status
Currently Working				
1-6	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
7	Electrical	Apprentice	Electrical Union	Design Electric
8-11	Laborer	Apprentice (1 st) – Journeyman	Laborers, Laborers Local 304	Brooklyn Basin, James E. Roberts Obayashi, Branagh Inc., Plant Construction, Baines Group, Chevron, BBI
12	Cement Mason	Apprentice (1 st)	Local 300	Luminart Concrete
13	Laborer	Journey level	Laborers	Ranger Pipelines
14	Cypress Mandela Graduate	Pre-Apprentice	N/A	Non-Union – Cement
15	Welder	Journeyman	Boilermakers	Non-Union – Welding
16	Painter	Journey Level	Painters	Cal Trans
Currently Seeking Employment				
17	Carpenters Union	Apprentice (Rising Sun Graduate)	Carpenters	Not Working
18	Operating Engineers	Journey Level	Operating Engineers – Local 3	Not Working
19	Laborers	Journey Level	Laborers	Not Working
20	Carpenters	Journey Level	Carpenters	Not Working
21	Iron Workers	Apprentice (1 st)	Iron Worker –Local 378	Not Working

22	Laborers	Journey Level	Laborers	Not Working
23	Carpenters	Apprentice	Carpenters	Not Working
24	Carpenters	Journey Level	Carpenters	Not Working

The Employment & Economic Development team provides monthly case management and employment support to the eight (8) participants seeking employment.

Section 3 New Hires (Construction & Non-Construction)

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Declined Offer	Company	Position
General Services	0	0	0	0	N/A	N/A
Total	0	0	0	0	Hired YTD Total	2

Section 3 Compliance

FCP received five (5) trade requests for nine (9) Section 3 employment opportunities. Five (5) contractors received compliance reports as FCP was unable to refer residents for these positions because the current list of unionized workers does not possess the necessary qualifications or they are already employed.

Section 3 Compliance

Employer(s)	Trade	Requests	OHA Referrals	OHA Hires	Compliance Reports Issued
Nibbi Brothers & Ralph Ray Construction	Roofer	1	0	0	1
Nibbi Brothers & Paul's Plumbing	Plumber/Pipefitter	3	0	0	1
Nibbi Brothers & Nibbi Concrete; Nibbi & Nibbi Construction	Laborer	3	0	0	2
Nibbi Brothers & Nibbi Concrete	Carpenter	2	0	0	1
Total		9	0	0	5

Employment and Economic Development

FCP Program	Job Referrals	Job Readiness	Total
FSS	5	2	7
General Services	65	13	78
ROSS	2	2	4
Total	72	17	89

Employment Workshops

The Employment & Economic Development team continued hosting employment workshops series in the Discovery Lab at the West District office. The workshops facilitated included: Resume and Cover Letter Writing, Interviewing, and Job Success. Fifteen (15) participants attended the workshops, and ten (10) met with an Employment Coordinator outside of the workshops for individual resume assistance.

Topic	Sessions	Total Participants:
Resume/Cover letter	6	10
Interviewing	3	2
Job Success	3	3
Total	17	15

Winning Wednesday Hiring Events

OHA hosted four (4) in person hiring/career events in partnership with Laney College in the Discovery Lab at the West District office.

Company	OHA Participants	Community Participants	Total
Goodwill Industries & Oakland Unified School District	13	1	14
TSA & UC Berkeley Dining Services	15	5	20
Mini Job Fair (multiple employers)	33	27	60
Allied Universal Security	17	7	24
Total	78	40	118

Goodwill Industries & OUSD: August 3, 2022



TSA & UC Berkeley Dining Services: August 10, 2022



Mini Job Fair: August 17, 2022

Partners: Alameda County Social Services Laney College, Oakland PIC, The Bread Project, and Rising Sun Center for Opportunity.



Allied Universal Event Services: August 24, 2022



General Employment

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Company	Position
General Services	5	0	0	UC Berkeley Dining Services	Food Service Associate
General Services	1	0	0	Allied Universal Event Services	Security Guard
FSS	1	0	1	Aramark Facility Services	Medical Clerk
Total	7	0	1		

Youth Employment

Provider	Enrolled this month	Enrolled in this contract term	Enrolled in Training	Completed Training	Job Placements	College Enrollments
LAO Family	2	93	83	0	34	14
YEP	0	3	2	0	1	0

Resident Owned Businesses

Business Titles	
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
MagicallyMe By Dena	
Total	9

Financial Literacy

Programs	New Enrollment	Cont. Enrollment	Completed
Financial Literacy Workshop	5	0	5
Total	5	0	5

- Four (4) FSS participants completed twenty-nine (29) FDIC Financial Literacy Money Smart modules.
- One (1) FSS Participant completed a financial literacy course through OCCUR.

Chromebook /T-Mobile Tablet Distribution

FCP Program	Chromebooks/Tablets Distributed (Month)	YTD Total
FSS	1	2
ROSS	2	2
General Support	5	10
Total	8	14

- Eight (8) participants received Chromebooks this month, including five (5) general support participants, two (2) ROSS participants, and one (1) FSS participant.



Digital Literacy

One (1) FSS participant received Digital Literacy assistance on how to navigate the internet. They learned how to access the FDIC Money Smart website.

Family Self-Sufficiency (FSS) Program

- One (1) FSS participant graduated the FSS Program with \$34,734.70 in escrow funds. This participant achieved her goal of becoming an entrepreneur. She worked hard to co-found a successful non-profit that empowers parents and students to advocate for high quality education. She plans to use her escrow savings to pay down credit card debt, help with her daughter's college expenses, take a vacation, and start an emergency savings account.
- One (1) FSS participant successfully graduated the program and received an escrow check in the amount of \$33,880.49. This participant worked very hard to successfully accomplish all of her goals within six (6) years. She obtained two certificates of completion for homeownership education from Operation HOPE. She plans to participate in the Oakland Housing Authority's Homeownership Program after graduating from the FSS program. She currently works full-time in customer service at Nordstrom. She plans to pay off her car loan and save the remaining balance for homeownership. This participant increased her earnings, built assets and achieved self-sufficiency with the help of the FSS program.
- One (1) FSS participant successfully completed the FSS program and received an escrow check in the amount of \$19,543.67. She currently works full-time as an in-home care provider. She plans to keep her escrow funds toward purchasing a home in the future.
- One (1) FSS participant successfully graduated the FSS Program with \$58,349.48 in escrow funds. This participant met her goals of obtaining full-time employment and increasing her financial literacy. She plans to use her escrow funds to pay off her credit card debt and save the remaining balance for homeownership in the future. She attended an employment training program before landing her current job with the Berkeley Unified School District.
- The FSS team held two (2) program FSS orientation informational sessions.
- One (1) FSS participant increased their earned income and established an escrow account effective August 2022.
- Thirteen (13) FSS participants are within six (6) months of graduation and have met with their Coordinator to prepare for their graduation. Six (6) FSS participants received a quarterly contact to review and update their Individual Training Service Plans (ITSP) for program graduation.



Family Self-Sufficiency

Program	Total	New Enrollees	Escrow Accounts	Graduates	Escrow Disbursed	Termination or Exits	Escrow Forfeited	Escrow Transferred (RHA)
Section 8	140	0	83	4	\$146,508.43	1	\$5,214.41	\$0
PH	12	0	4	0	\$0	0	\$0	\$0
FUP- Youth	12	0	5	0	\$0	0	\$0	\$0
Total	164	0	92	4	\$146,508.43	1	\$5,214.41	\$0

Family Unification Program (FUP) Youth

Applicants	Current Participants	New Enrollments (Current Month)	Transitioned to FSS	Program Exits To Date	Program Enrollments To Date
0	8	0	12	0	29

Youth and Education

The Education Team assessed the existing Promise Plus families enrolled in the 2021-22 school year to determine their participation and school enrollment. Eighty-four (84) Promise Plus students agreed to continue to participate in the program and the team enrolled thirty-one (31) new students from eight (8) of the partner schools this quarter.

OUSD Schools	Previous School Yr. Enrollment	New Enrollment	Total Enrollment
Prescott Elementary	0	2	2
Martin Luther King, Jr.	7	4	11
Lockwood Steam Academy	11	3	14
Markham Elementary	3	2	5
West Oakland Middle	14	5	19
Westlake Middle	0	3	3
Elmhurst Middle	0	2	2
Frick Impact Middle	0	10	10
McClymonds High	0	0	0
Oakland High	0	0	0
Fremont High	0	0	0
Castlemont High	0	0	0
Non-Partner Schools	49	0	49
Total	84	31	115

Back to School Events

The Education team attended Back to School events at OHA partner school sites. The team used these events as an opportunity to meet with school staff, introduce OHA's Promise Plus program to the school community and engage with OHA families to encourage participation.



OUSD School Site Meetings and Tutoring Services

The Education Team engaged with all twelve (12) feeder schools and scheduled meetings with the school's Community School Manager to further build collaboration and leverage the school available resources for Promise Plus students.

Community Education Partnership (CEP) continues to provide tutoring support to OHA students, six (6) students new referrals were submitted and four (4) students were assigned to a tutor this month.

CEP Tutoring Referrals

Referrals	In-Progress	Assigned Tutor	Total Assigned Tutor (YTD)
6	6	4	34

Resident Opportunities Self Sufficiency (ROSS) Program

ROSS Program

Program	ROSS Participants	New Enrollees (Month)	YTD (Exits)
Public Housing	149	0	4

The new ROSS coordinator met with twenty (20) ROSS program participants to introduce herself and provided them with a packet of community resources.

Senior Services

One hundred and one (101) senior participants from Peralta Village, Lockwood Gardens, Palo Vista Gardens and Campbell Village received a Seniors Connect newsletter. The seniors received a wooden bird house with watercolors and a baseball cap with fabric markers to decorate.

The August Seniors Connect Newsletter "Summer" edition included information regarding OHA's Family Day and National Night Out block party at Peralta Village,

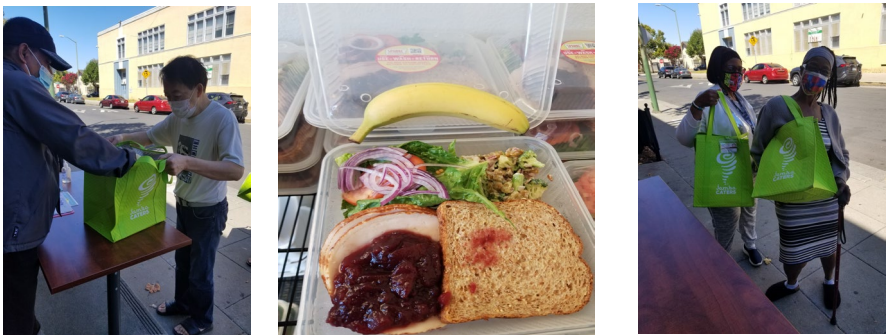
health and transportation resources from LIFE Eldercare. The newsletter also showcased seniors who completed their art projects from July.

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



Senior Lunch “Grab and Go” Hot meals – Peralta Village
Thirty-one (31) Peralta Village seniors participated in the “Grab and Go” Spectrum hot meal program. Three hundred and thirty-one (331) hot meals were provided to seniors this month. Each participant received weekly educational materials and resources provided by Spectrum.

Senior Lunch Delivery Program		
	Monthly Total	YTD
“Grab & Go” Hot Meals	331	2611



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Dental Health, Allied Universal, Family Paths, Black Cultural Zone, The Bread Project, Life ElderCare, La Familia, Lavender Seniors of the East Bay, Spectrum Meal Program, LIHEAP Program, Clean Slate, United States Postal Service, Laney College, OHA – Resident Advisory Board, and the FCP Department. FCP raffled Chromebooks, a Fit Bit, and art supplies to OHA residents who expressed interest in FCP programs.



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General Support	54	308
OHA Seniors	101	901
ROSS	51	549
Section 3	2	22
PACT	0	16
FUP	0	45
Total	223	2053

Homeownership

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- Currently, twenty-three (23) participants have met the homeownership program's minimum income, savings, and credit requirements, and twenty-one (21) are going through the Section 8 Eligibility process; one (1) is working on obtaining loan approval, and one (1) is waiting for additional down payment assistance funding from A.C. Boost.
- The Homeownership Coordinator responded to eight (8) program inquiries by phone or email.
- One (1) current homeowner is in the process of refinancing her home.

Participants 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	\$400,000
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)
23	2	0	0	1	0

Homeownership Program

Current Homeowners	Total Homes Purchased (Since 2004)	Program Terminations (YTD)	Program Graduates (YTD)	Pending Refinance	Total Homes Refinanced (YTD)
80	121	0	1	1	1

Civic EngagementOHA Resident Advisory Board (RAB)

On August 10th, the Resident Advisory Board held a virtual meeting with six (6) RAB members in attendance. Four (4) RAB members also attended the RAB debrief and agenda planning committee meetings.

OHA Volunteer Program

For the month of August, two (2) RAB members, which includes one (1) OHA Commissioner volunteered for the OHA Family Day and National Night Out event at Peralta Village, and one (1) public housing volunteer assisted with the Spectrum Meal program, for a total of twenty (20) hours.

	RAB committee meetings	RAB Meetings	Volunteers	Total
OHA Residents	4	6	3	13
Non OHA Residents	0	0	0	0
Total	4	6	3	13

Site ServicesCOVID-19 Relief Closet

The COVID-19 Relief closet filled twenty-three (23) orders for participants in need.

Participant Orders	Bulk Orders	Total
23	0	23

Transportation

	OHA	Bus Pass	BART Pass	Gas Card	Total
Adults	1	0	0	0	1

Site Intervention and Service Referrals

The Site Intervention team engaged with seventeen (17) recently referred households and continued providing services to twenty-seven (27) previously referred families. Eighteen (18) referrals were completed. Referred families received counseling and supportive services in areas such as housing search, lease compliance, domestic violence, health, and mental health.

Development	Rent	HQS	Lease Comp.	Supportive Services	Housing Search	Completed	Completed YTD
Lockwood	0	0	0	1	0	1	28
Peralta	0	1	1	2	0	4	50
Deep East (9)	0	0	0	0	0	0	2
East (10)	0	0	0	2	0	2	6
Fruitvale (11)	0	0	0	0	0	0	9
San Antonio (12)	0	0	0	0	0	0	2
West (13)	0	0	0	2	1	1	11
North (14)	0	0	0	0	0	0	14
Asset Management	0	0	0	0	0	0	0
Leased Housing	0	1	1	3	29	10	55
OHAPD	0	0	0	0	0	0	0
Total	0	2	2	10	30	18	177

Leased Housing Department- August 2022 Report

2011 Housing Choice Voucher Wait List

There are a total of **303** applicants on the waitlist. OHA has reconciled its purged records for a final applicant list.

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
November 2021	37	34
December 2021	64	62
January 2022	44	39
February 2022	46	43
March 2022	64	62
April 2022	94	79
May 2022	130	121
June 2022	92	79
July 2022	76	67
August 2022	30	33

Mainstream Section 8

Intake Date	# of Families invited	# of Families attended
September 21, 2021	87	30
January 13, 2022	111	35
March 10, 2022	61	16

OAHPI Intake

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referred pending
August 26, 2021	24	14	0	1
October 14, 2021	95	59	7	3
November 18, 2021	30	10	1	7
December 16, 2021	138	77	2	11
January 27, 2022	164	82	39	29
April 2022	N/A	0	0	22
May 2022	N/A	0	0	5
June 2022	0	0	0	5
July 2022	210*	TBD	TBD	43
August 2022	0	128	0	38

*Intake appointments scheduled on 8/4

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 pending
July 2021	0	0	0	2
August 2021	0	0	0	1
October 2021	151	38	25	0
Dec 2, 2021	89	7	82*	13
February 10, 2022	100	19	0	0
March 24, 2022	100	29	0	7
April 28, 2022	0	0	0	6
May 2022	154	105	139*	8
June 2022	0	0	0	2
July 2022	0	0	0	0
August 2022	0	0	0	3

*no show 2nd intake appointment

Waitlist Openings:

Leased Housing and Office of Property Operations are planning to open the Public Housing waitlists for Lockwood and Peralta in October 2022.

Summary Report

July 2022**August 2022**

Eligibility

Waitlist Activities and Port-in

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

Project Based Voucher and Tenant Protection Vouchers

• New Move-in Intake and briefing PBV/TPV	28	6
• Relocation vouchers issued for OAHPI Households	0	1

Special Programs (including non-MTW)

Intake, briefing and voucher issued:

• HUD VASH	4	4
• Mod Rehab/S+C to Section 8	4	0
• Intake, briefing: Local Programs/ PACT	0	1

Public Housing and OAHPI Eligibility:

• Intake	128
• Processing for Eligibility	128
• Referred Households	38

Total new vouchers issued (tenant & unit based)	36	13
Denial of Admission/Withdrawals	0	0

Owner Services

Initial Inspections

• Move-in inspections	213	221
• Passed Inspections	89	105
• New contracts (new, transfer, port-ins)	145	219

Rent Increases

Summary Report**July 2022****August 2022**

• Rent increases requested	424	322
• Rent increases approved	336	160
• Rent increases denied/declined	59	81
• Rent increases pending review/HQS	26	81

Annual Inspections

• Total number of Annual Inspections performed	678	674
• Number of annual inspections passed	264	261
• Failed with owner and tenant items	191	264
• Inspections rescheduled, vacant, or cancelled	153	82
• No Shows	70	67

Reasonable Accommodations

• Total number of requests received	48	38
• Total number approved	27	17
• Total number pending	14	10
• Total number denied	7	9

Occupancy

• Total annual recertification scheduled	212	264
• Total annual recertifications completed	171	208
• Total interim recertifications completed	152	223
• Transfer voucher within Oakland	42	57
• Portability vouchers issued	15	17
• Total no. of transfer vouchers issued	57	74
• Total no. of Decisions to Terminate Assistance	19	24
• Total Meet & Discuss appointments	1	0
• Resolution cases	131	159

Special Programs

• Interims completed	98	118
• Recertifications completed	107	110
• Field recertifications	0	2
• Transfer port vouchers issued	18	18
• Resolution cases	107	133
• Files to CGI	0	36

Program Terminations

• Informal Hearings held	0	0
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Summary Report

	July 2022	August 2022
• Termination upheld	0	0
• Termination reversed	0	0
• Pending outcome	0	0
• Requests for Executive Review	0	0
• ER Termination upheld	0	0
• ER Termination reversed	1	0
• ER Outcome pending	1	1

Customer Service

• Walk in visitors	0	0
• 1540 Leased Housing main phone line	2,937	4,025
• Avg. calls/day to Customer Service	163	192

LEP Calls

• Cantonese/Mandarin	71	76
• Spanish	30	31
• Vietnamese	16	29

Leased Housing Department Special Programs and Initiatives:**VASH**

OHA has a total allocation of 526 VASH vouchers and 310 leased. OHA received a new allocation of 130 new vouchers effective January 1, 2021. OHA received 8 new referrals. 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. OHA approved a conditional award of 18 vouchers to the Lake Park affordable housing project and 8 vouchers were awarded to 285 12th Street

Mainstream

OHA has a total allocation of 212 Mainstream vouchers (MS5/MS28), 200 utilized and 8 searchers. On July 8th, OHA submitted a funding request for 50 additional Mainstream and \$500 per awarded voucher for extraordinary administrative fees.

Newly Awarded Vouchers

On August 26, 2022, HUD issued PIH Notice 2022-29 Allocation and Special Administrative Fee for New Incremental Housing Choice Vouchers. The notice explained HUDs process for awarding approximately 19,700 new Housing Choice Vouchers (HCVs) to Public Housing Agencies. These new HCVs are not special purpose vouchers, rather, they are regular HCVs. On March 15, 2022, President Biden signed the Consolidated Appropriations Act , 2022 (P.L. 117-103) in law. The Act appropriated \$200 million for new incremental vouchers pursuant to a method, as determined by HUD, which may include a formula that may include such factors as severe cost burden, overcrowding, substandard housing for very-low -income renters, homelessness, and administrative capacity. The Act further provides HUD with the discretion to specific additional terms and conditions for the use of these vouchers to ensure that PHAs provide vouchers for use by:

- Survivors of domestic violence or
- Individuals and families who are homeless, as defined in section 103(a) of the McKinney Vento Homeless Assistance Act, or at risk of homelessness

On August 29, 2022, OHA received notification of an award of 44 vouchers effective October 1, 2022, which includes \$916,233.28 in HCV funding and \$33,000 in voucher special fees (\$750 per voucher).

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 recommending 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 48 CCR’s for review and processing.

Portability

A total of 18 participant households ported in from other PHA’s. OHA is absorbing all port in households except VASH and EHV.

There are 61 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. The EHV dashboard is available on the website www.oakha.org.

Total Award	Total Leased/Utilized	Total Searching	Contracts Pending Activation	Applicants in Eligibility Screening
515	<u>319</u>	101	27	47

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 and Unit Repair.

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 \$32,940 in vacancy loss to 8 owners. Units had an average vacancy period of 86 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 \$1,000 signing bonus. This is for all owners who sign a contract with OHA.

OHA paid 35 new owners a \$1,000 bonus/\$35,000.

Apartment Repair Loan -OHA will reimburse owners up to \$2,250 for repairs made to fix Housing Quality Standard fail items on units that have never received HUD subsidy. The repairs must be verified by OHA. Once the Housing Assistance Payment (HAP) contract is signed and repairs are verified, OHA will reimburse the owner requests received within 30 days of HAP contract execution. This incentive launched November 2021.

OHA paid 2 owners a total \$4,321.00.

New Contracts Entered for Owner Payment August 2022

PBV	56
Section 8	142
HUD VASH	6
TRA/Shelter Plus	13
Mod Rehab	2
Other	0

Contracts Entered for Payment	219
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Project Based Vouchers

Projects in the pipeline

95th and International - Expected October 2022

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 28 client interactive/warning meetings, processed 22 owner notification letters, resolved 3 late rent notices, resolved 93 resolution cases and processed 22 proposed termination notices. Additionally, the team assigned 0 police reports. There were \$2,107 calculated 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 322 rent increase requests. There were 114 Housing Choice Vouchers completed. A total of 52 were Project Based Vouchers and Mod Rehab completed. The average rate of increase was 7% and average amount approved was \$140.

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 May 23, 2022, the Board of Commissioners passed Resolution 5078 approving funding in the amount of \$4,209,693 for FY23 to serve an additional 40 homeless families with children. The BOC further approved expansion for an additional 40 Community Cabin exits in FY23. The total FY 23 budget is \$4,209,693.

The program can serve up to 180 households in FY23.

- a) Program Details - Services, Funders, Service Providers and Target Population
Total number of households to be served: **Minimum: 100, Maximum: 180**

Oakland Housing Authority - OPRI Units			Min: 87 HH	Max: 180 HH
Services/ Funder	# of 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
TBD	20-40	Community Cabins	ROOTS	ROOTS
Oakland Department of Violence Prevention (Formally known as 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 domestic violence	Building Futures Women Children for &	Building Futures Women Children for &
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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 subsidized	Households in eligibility process/inspection
50	38	17	8

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: no HQS passed inspection and incomplete or missing documentation

Available	Referrals received	Households Subsidized	Households in eligibility process and inspection
50	57	16	21

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

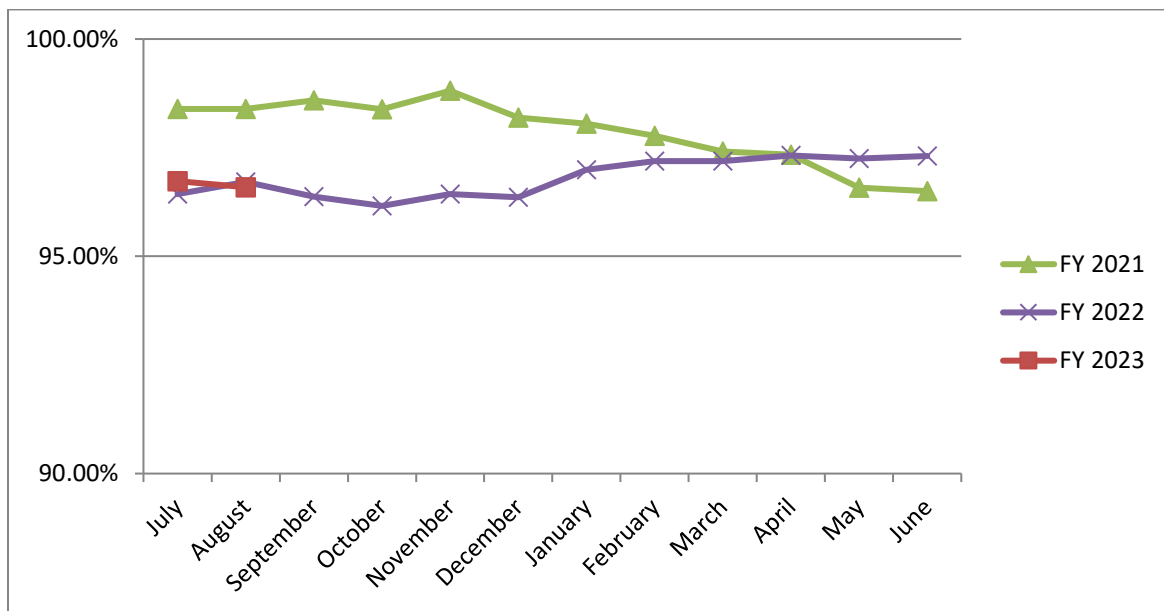
As of July 2022 TOTALS	Total Units	Vacant or Non-Eligible Units	Eligible Units	Subsidy Per Unit
	311	126	185	\$897

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

Property Operations Department

Occupancy Report

Public Housing Occupancy Rates - TOTAL PORTFOLIO 96.59%



All Authority Public Housing Units

Month	Occupancy Rate
September 2021	96.37%
October 2021	96.16%
November 2021	96.43%
December 2021	96.36%
January 2022	96.99%
February 2022	97.19%
March 2022	97.19%
April 2022	97.32%
May 2022	97.25%
June 2022	97.31%
July 2021	96.73%
August 2022	96.59%

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	357	11	1	1	97.03%	96.49%
Peralta Villa	390	2	388	376	2	5	5	96.91%	96.91%
Total	762	4	758	733	13	6	6	96.97%	96.70%

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	233	10	6	7	12	84.70%	86.94%
East	258	0	258	228	7	5	12	6	87.21%	88.37%
Fruitvale	270	3	267	257	7	0	2	1	95.51%	96.25%
San Antonio	244	4	240	230	7	0	3	0	94.17%	95.83%
West	231	0	231	211	6	9	1	4	93.07%	91.34%
North	239	0	239	228	3	3	4	1	94.56%	95.40%
Total	1,520	17	1,503	1,387	40	23	29	24	91.42%	92.28%

OAHPI – PACT Program

Portfolio	Total Units	Office Units for Admin Purposes	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	14	1	1	0	0	2	2	84.2%	78.9%

Recertification Report**Authority Managed Public Housing Units**

Development	Completed Annual Recertifications	Recertifications/ Outstanding	Recertifications/ Legal	Current Month Backlog
Lockwood Gardens	28	10	4	6
Peralta Villa	10	5	5	0
Total	38	15	9	6

Tenant Rent Collections

Authority Managed Public Housing Units

Development	Charged	Collected	Percent Collected
Lockwood Gardens	\$154,508	\$156,812	101.49%
Peralta Village	\$154,817	\$127,477	82.34%

OAHPI Project Based Section 8 Units (Includes HAP)

Portfolio	Charged	Collected	Percent Collected
Deep East	\$537,368	\$413,064	76.87%
East	\$574,783	\$445,761	77.55%
Fruitvale	\$647,328	\$610,889	94.37%
San Antonio	\$550,400	\$501,965	91.20%
West	\$506,089	\$448,542	89.63%
North	\$633,079	\$494,468	78.11%

Tenant Accounts Receivables

Authority Managed Public Housing Units

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	\$97,956	\$0	\$79,828	\$603,900	(\$87,644)	\$694,041
Peralta Villa	\$72,856	\$0	\$46,717	\$360,696	(\$61,443)	\$418,825

* Includes Current Tenant Rent and Misc. charges.

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	\$112,788	\$490	\$90,025	\$1,184,739	(\$37,122)	\$1,350,920
East	\$111,243	\$0	\$95,468	\$1,550,710	(\$43,720)	\$1,713,700
Fruitvale	\$98,358	(\$1,393)	\$83,992	\$907,942	(\$63,346)	\$1,025,553
San Antonio	\$53,391	(\$2,643)	\$47,870	\$537,395	(\$88,497)	\$547,516
West	\$88,830	\$250	\$66,768	\$595,175	(\$77,169)	\$673,854
North	\$84,422	\$2,398	\$75,105	\$636,942	(\$148,006)	\$650,860

* Includes Current Tenant Rent and Misc. charges.

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	\$39,127	\$0	\$27,248	\$334,697	\$0	\$401,072
East	\$45,343	\$67	\$40,732	\$434,624	\$0	\$520,767
Fruitvale	\$23,700	\$0	\$24,232	\$410,655	(\$202)	\$458,385
San Antonio	\$30,867	\$1,196	\$26,535	\$284,741	(\$6,945)	\$336,394
West	\$40,305	\$0	\$26,543	\$470,529	(\$1,665)	\$535,712
North	\$89,258	\$1,661	\$29,520	\$328,876	(\$1,443)	\$447,872

* 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	\$863	\$920	\$887	\$81,752	(\$5,808)	\$78,614
Peralta Villa	\$1,856	\$250	\$1,870	\$59,673	(\$3,581)	\$60,068

*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	\$743	\$0	\$880	\$357,107	(\$18,439)	\$340,290
East	\$50	\$0	\$50	\$174,532	(\$16,898)	\$157,734
Fruitvale	\$0	\$0	\$190	\$157,257	(\$16,741)	\$140,706
San Antonio	\$89	\$0	\$0	\$157,670	(\$8,194)	\$149,565
West	\$124	\$0	\$0	\$66,189	(\$37,991)	\$28,322
North	\$0	\$0	\$0	\$188,766	(\$18,695)	\$170,070

*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	\$1,907	\$0	\$2,588	\$239,076	(\$7,848)	\$235,723
East	\$2,200	\$0	\$2,200	\$178,284	(\$13,171)	\$169,513
Fruitvale	\$0	\$0	\$0	\$138,915	(\$3,379)	\$135,535
San Antonio	\$0	\$0	\$0	\$75,955	(\$7,114)	\$68,841
West	\$2,176	\$0	\$2,329	\$101,003	(\$3,330)	\$102,178
North	\$0	\$0	\$0	\$82,539	(\$3,994)	\$78,545

* 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	288	210	222	276
Peralta Villa	390	68	193	230	31
Total	762	356	403	452	307

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	398	166	243	321
East	278	454	125	257	322
Fruitvale	270	87	144	166	65
San Antonio	244	77	156	171	62
West	231	257	169	189	237
North	239	339	130	179	290
Total	1,540	1,612	890	1,205	1,297

Legal Report**Legal Report – Authority Managed Public Housing Units**

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
Sep-21	0	0	0	\$ -
Oct-20	0	1	1	\$ 600.00
Nov-21	0	0	0	\$ -
Dec-21	0	0	0	\$ -
Jan-22	0	0	0	\$ -
Feb-22	0	0	0	\$ -
Mar-22	0	0	0	\$ -
Apr-22	0	0	0	\$ -
May-22	0	0	0	\$ -
Jun-22	0	0	0	\$ -
Jul-22	0	0	0	\$ -
Aug-22	0	0	0	\$ -

Legal Report – OAHPI Project Based Section 8 Units

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
Sep-21	0	0	0	\$ -
Oct-21	0	0	0	\$ -
Nov-21	0	0	0	\$ -
Dec-21	0	0	0	\$ -
Jan-22	0	0	0	\$ -
Feb-22	0	0	0	\$ -
Mar-22	1	0	0	\$ 4,024.00
Apr-22	0	0	0	\$ -
May-22	1	0	1	\$ 51,975.52
Jun-22	0	0	0	\$ -
Jul-22	0	0	0	\$ -
Aug-22	0	1	1	\$ 12,020.70

Resource Conservation Community Engagement and Outreach

Authority Managed Public Housing Units

Development	Site Assessments	Resident Contact	Flyer Outreach	In-Person Site Meetings
Lockwood Gardens	1	0	357	0
Peralta Villa	3	0	376	0
Total	4	0	733	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	8	8	0	0	233	0
East	4	4	0	0	228	0
Fruitvale	0	0	0	0	257	0
San Antonio	21	35	0	0	230	0
West	24	29	0	0	211	0
North	25	25	0	0	228	0
Total	82	101	0	0	1,387	0

Emergency Rental Assistance Program

*Emergency Rental Assistance Program information is a cumulative summary of payments received

Emergency Rental Assistance - OAHPI Project Based Section 8 Units

Portfolio	Assistance In Process	# of Residents Paid	Assistance Received	Total Dollars
Deep East	\$0	18	\$175,595	\$175,595
East	\$0	6	\$49,368	\$49,368
Fruitvale	\$0	6	\$35,745	\$35,745
San Antonio	\$0	20	\$126,241	\$126,241
West	\$1,588	14	\$125,848	\$127,436
North	\$0	17	\$106,337	\$106,337

Emergency Rental Assistance – Authority Managed Public Housing Units

Portfolio	Assistance In Process	# of Residents Paid	Assistance Received	Total Dollars
Lockwood Gardens	\$0	17	\$95,966	\$95,966
Peralta Village	\$300	132 39	\$132,243	\$132,543

Additional Rental Assistance Resources - OAHPI Project Based Section 8 Units

Portfolio	Alameda County	BACS	City of Oakland	EDC	Assistance Received
Deep East	\$0	\$3,233	\$3,146	\$10,512	\$16,891
East	\$0	\$10,467	\$0	\$6,648	\$17,115
Fruitvale	\$0	\$0	\$1,623	\$15,563	\$17,186
San Antonio	\$4,785	\$0	\$10,789	\$14,473	\$30,047
West	\$2,604	\$32,290	\$2,062	\$47,167	\$84,123
North	\$0	\$10,796	\$7,238	\$0	\$18,034

Additional Rental Assistance Resources –Authority Managed Public Housing Units

Portfolio	Alameda County	BACS	City of Oakland	EDC	Assistance Received
Lockwood Gardens	\$0	\$0	\$9,937	\$0	\$9,937
Peralta Village	\$0	\$562	\$7,238	\$0	\$7,800

Capital Improvement Department

Unit Renovations

	OHA	OAHP
Units Completed and Returned to OPO in July	4	8
Units Received From OPO in July	3	3
Units Completed in Fiscal Year 2022-23 To Date	7	14

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/OAHP Completed in July:

- 914 Mandela Pkwy.
- 928 Poplar Way
- 6520 Eastlawn
- 1140 65th Ave.
- 1911 Seminary #11
- 2995 School St. #2
- 1815 28th Ave. #4
- 1227 E. 17th St. #6
- 2261 84th Ave. #5
- 2255 84th #4
- 584 58th St. #6
- 1853 38th Ave. #15
- 3344 Arkansas sewer Line
- 2402 E. 27th St. cleanout installs
- 2311 98th Ave. sewer lines
- 3716 Allendale site concrete
- 4068 Allendale stair replacement

In the Preconstruction/Construction Process:

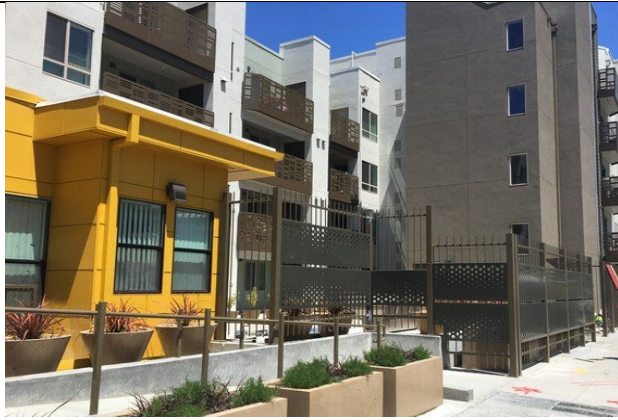
- 1248 34th Avenue soft story seismic retrofit
- 59 Pearl Rd. roof
- 950 40th Street concrete repairs

- 1125 65th Ave. Unit A fire repairs
- 6650 Laird Ave. exterior, site, and landscape repairs
- 9514 Birch St. exterior, site, and landscape rehab

Administrative Buildings

- Service Center Driveway asphalt R&R, reseal, and stripe
- Additional card reader locations
- 1619 Harrison rooftop HVAC unit sound attenuation
- 1619 Harrison automatic 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:	\$86.4MM

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:

- No. 19-001, 07/09/19: Secure Financing
- No. 19-002, 07/09/19: Secure Financing, Implement Rehabilitation, and Act as Guarantor-Developer
- No. 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 Count
- No. 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 Johnson
- No. 19-005, 10/22/19: Enter into Assignment & Assumption Agreement with OHA for Relocation Contract and Amend Contract to Add Moving Services
- No. 19-006, 10/09/19: Partnership Co-lender Bifurcation
- No. 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-recourse
- No. 19-008, 12/09/19: Amend No. 19-005: Amend Relocation Contract, Secure Temporary Housing with Extended Stay America, and Contract with Chipman Movers
- No. 19-009, 12/19/19: Amend No. 19-006: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lender
- No. 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:

RAMP: \$100 GP Equity

Disbursements to Date:

\$100 GP Equity

Current Project Status: Work is completed on Oak Grove North and almost complete at Oak Grove South.**Construction Progress:**

% Complete on 2/28/22: 99.99%

% Complete last Month: 99.99%

Scheduled Completion Date: 6/2022

New Hires:

Number of New Hires: 161

Number of Section 3 Hires: 47

% Section 3: 29.19%

Construction Contract Status:

Original Contract Amount	\$44,117,725.00	Pending Change Orders (PCOs)	\$0.00
Approved Change Orders	\$ 5,099,609.85	Potential Future Changes	\$0.00
Current Contract Amount	\$49,217,334.85	Potential Contract Amount	<u>\$49,217,334.85</u>

Milestones Completed:**Oak Grove North**

- The building is fully occupied

Oak Grove South

- The building is fully occupied
- Minor punchlist items are expected to be completed in August

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 the Authority's offices on the 1st and 2nd floors.

Project Description:

Project Address: 1621 Harrison Street	Affordability Targeting: 50% AMI or less
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 Total Predev. in FY21 OAHPI Budget
\$1,700,000 for Predev spending in FY23

Disbursements to Date:

\$795,400

Current Project Status:

Predevelopment: As of July 31st, thirteen (13) residents have voluntarily transferred to Oak Groves. Staff have restarted predevelopment work including architectural / engineering plan development, relocation planning, and environmental assessments.

Milestones Completed Past Month:

Predevelopment activities are ongoing.

Partnerships with Nonprofit Developers

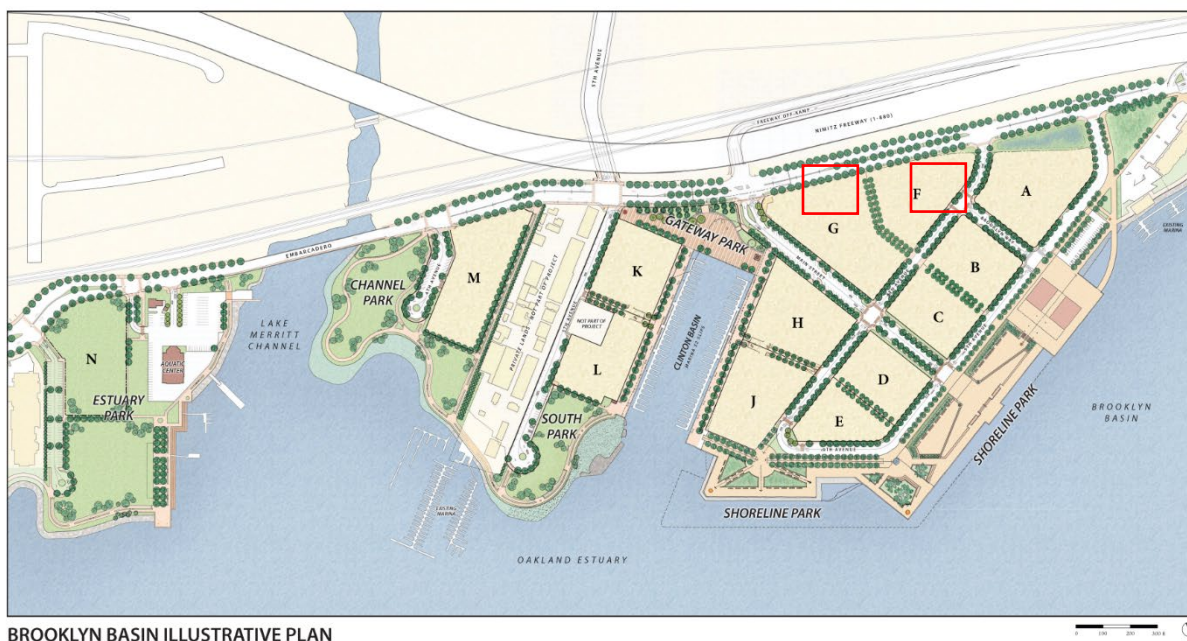
Brooklyn Basin Master Plan

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 second quarter of 2022.



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 Acquisition Funds (included in City Loan)	• City of Oakland	\$12,670,000
\$5,000,000	• Tax Credits – Wells Fargo	\$70,076,353
• Federal Home Loan Bank AHP	• General Partner Equity	\$580,507
\$1,690,000	• Permanent Mortgage –	
• Deferred Dev. Fee	Wells Fargo/Freddie Mac	\$37,111,000
\$9,623,545		
• Parcel T Reimb.		
\$455,798		

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: \$10,000,000 Land Acquisition

Disbursements to Date:

\$10,000,000

Current Project Status:

Construction is 100% complete and achieved 100% occupied in July 2021. All construction period financing was converted to permanent financing on January 14, 2022.

Construction Progress:

% Complete on 1/31/21:	100%
% Complete last Month:	100%
Start Date	12/20/18
Projected Completion Date	1/31/21
Actual Completion Date	12/30/20

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:

Project is a finalist for a Pacific Coast Builders 2022 Gold Nugget Award for “Best Affordable Housing Community – 60 Units / Acre or More”.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Both Paseo Estero and Vista Estero were completed early and within budget.

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: Main entrance to Foon Lok West with newly installed public art bike racks designed by Civic Design Studio.

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 Acquisition Funds (included in City loan)	• Alameda County A1 Funds	\$9,698,000
• SF Federal Home Loan Bank AHP	• Tax Credits – Wells Fargo	\$50,907,000
• CA HCD – No Place Like Home	• General Partner Equity	\$110,000
• City of Oakland	• Permanent Mortgage – CA Community Reinvestment Corporation	\$19,970,000
\$1,290,000		
\$5,500,000		
\$12,442,000		

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: \$10,000,000 Land Acquisition

Disbursements to Date:

\$10,000,000

Current Project Status:

Construction is 100% complete. The Temporary Certificate of Occupancy was issued on 5/9/22. As of August 17th, the project is 100% leased. The project team is targeting an April 2023 conversion.

Construction Progress:

% Complete:	100.00%
% Complete last Month:	100.00%
Start Date	7/30/20
Scheduled Completion Date	4/30/22
Actual Completion Date:	5/9/22

New Hires:

Number of New Hires:	316
Number of Section 3 Hires:	35
% Section 3:	11.08%
% Local Residents:	43.99%
% Local Apprentices:	48.18%

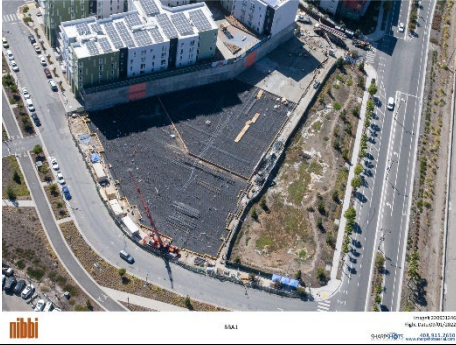
Milestones Completed Past Month:

TCO received on 5/9/22 and the final permit card sign off was received on 7/6/22. The Final Certificate of Occupancy is still pending and is not expected to be received for 8-12 months.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Project was completed within the approved contract completion date but nine (9) days later than the original schedule. As of 8/1/22, project is within budget.

Brooklyn Basin, Project 4 Partnership with MidPen Housing Corp.



*Project 4 (named **Foon Lok East**) on Parcel A will include 124 units for very low-income families and formerly homeless individuals and couples.*

Photo: Foon Lok East site prepared for concrete mat slab pour; completed Foon Lok West on the upper left; Embarcadero on the right.

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:	\$109.7M

Permanent Funding Sources:

- OHA Acquisition Funds (included in City loan
- City of Oakland
- CA HCD – No Place Like Home (homeless funding)
- CA HCD – Cal Housing Accelerator Program
- General Partner Equity
- Permanent Mortgage – Century Housing

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: \$10,000,000 Land Acquisition

Disbursements to Date:

\$10,000,000

Current Project Status:

Structural concrete pour for the mat slab started in Area 1 on 9/1 and will continue through 9/17 to complete Area 3; in slab electrical and plumbing is chasing the pours; installation of column rebar; tower crane installation week of 9/6; shooting concrete walls; subcontract buy outs approximately 95% complete.

Construction Progress:

% Complete:	10.73%
% Complete last Month:	7.43%
Start Date:	5/27/22
Projected Completion Date:	February 12, 2024
Actual Completion Date:	TBD

New Hires:

Number of New Hires:	0
Number of Section 3 Hires:	0
% Section 3:	0%
% Local Residents:	0%
% Local Apprentices:	0%

Milestones Completed Past Month: Closed all construction financing on 5/27/22. Contractor mobilized and started site work on 6/6/22.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Project is still under construction.

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 regular PBVs, 8 HUD-VASH PBVs	General Contractor:	Roberts-Obayashi Corp.
Target Population:	Low-income families, 7 special needs units	Property Management:	EBALDC
		Total Development Cost:	\$61.7M
		Placed in Service Date:	

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 (MHP) • Infill Infrastructure Grant (IIG) |
|--|---|

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.
- Reso. No. 5089, 6/27/22: Conditional award of 8 HUD-VASH Project-Based Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$12,000,000 for land purchase and loan

Disbursements to Date:

\$6,874,259.22

Current Project Status:

Predevelopment – EBALDC is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EBALDC submitted an application for \$19.3 million in MHP and \$4.5 million in IIG funding through the California Department of Housing and Community Development Super NOFA. Awards are expected to be announced in December. If the project receives these awards, it would have all of the sources of financing it needs to be able to apply for tax exempt bonds and 4% low income housing tax credits.

Milestones Completed Past Month:

Submitted MHP & IIG Super NOFA application.

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

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:	18 VASH Vouchers	General Contractor:	JH Fitzmaurice
Target Population:	Low-income families; 20 units for homeless or at-risk veterans	Property Management:	EAH
		Total Development Cost:	\$75.2 M
		Placed in Service Date:	

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) • City of Oakland |
|--|--|

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 HUD-VASH Project-Based Vouchers.
- Reso. No. 5088, 6/27/22: Conditional award of 4 additional HUD-VASH Project-Based Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$7,500,000 for land purchase and loan

Disbursements to Date:

\$6,499,291

Current Project Status: Predevelopment – EAH is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EAH submitted an application for MHP and IIG funding through the California Department of Housing and Community Development Super NOFA. Awards are expected to be announced in December. If the project receives these awards, it would have all of the sources of financing it needs to be able to apply for tax exempt bonds and 4% low income housing tax credits.

Milestones Completed Past Month:

Submitted MHP & IIG Super NOFA application.

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

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	35	1	65	0	0	0	65	100.00%	100.00%
Adel Court	30	0	2	0	28	0	1	1	27	93.33%	96.43%
Campbell Village	154	2	0	1	151	0	7	7	144	95.36%	95.36%
Palo Vista	100	0	0	1	99	0	1	1	98	100.00%	98.99%
Linden Court	38	0	0	0	38	0	3	3	35	89.47%	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	5	5	40	91.11%	88.89%
Foothill Family	21	0	0	0	21	0	1	1	20	95.24%	95.24%
Lion Creek I & II	99	0	0	0	99	0	2	2	97	97.98%	97.98%
Lion Creek III	37	0	0	0	37	0	1	1	36	97.30%	97.30%
Lion Creek IV	21	0	0	0	21	0	1	1	20	100.00%	95.24%
Total	692	2	35	3	650	0	23	23	627	96.68%	96.46%

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	1	0	0	0
Campbell Village	16	0	3	0
Palo Vista Gardens	1	0	0	0
Linden Court	0	4	0	4
Mandela Gateway	6	1	0	1
Chestnut Court	0	5	0	5
Lion Creek Crossings	0	4	3	7
Foothill Family	0	0	1	1
Total	28	14	7	18

TARs - Contract Managed Public Housing Units

Development	Charged	Collected	Current Month Uncollected	TARs	1- 30 Days	31- 60 Days	61 and Over	Total Balance
Harrison Towers	\$26,440	\$26,973	-\$533	-2.02%	\$2,629	\$0	\$162	\$2,258
Adel Court	\$10,599	\$10,954	-\$355	-3.35%	\$389	-\$114	\$11,161	\$11,081
Campbell Village	\$51,966	\$55,801	-\$3,834	-7.38%	\$4,903	-\$2,043	\$39,165	\$38,191
Palo Vista Gardens	\$32,514	\$29,953	\$2,561	8%	-\$1,628	-\$176	\$14,324	\$15,081

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	1	17	18	0
Adel Court	30	0	1	1	0
Campbell Village	154	0	39	36	3
Palo Vista Gardens	100	0	26	26	0
Chestnut Court	38	5	3	10	2
Linden Court	45	24	59	73	10
Mandela Gateway	46	2	9	2	9
Lion Creek Crossings	157	47	131	98	80
Foothill Family	21	0	0	0	0
Total	692	79	285	264	104

Senior Site Activities

Outreach Efforts/Social Activities	Harrison Towers	Adel Court	Palo Vista Gardens	Total
Wellness Phone Calls	130	10	16	156
Mercy Brown Bags	114	35	54	203
Case Management	6	N/A	N/A	6
Home Management	6	N/A	N/A	6
Benefits/Insurance/Language Support	26	N/A	N/A	26
Birthday Cards	2	1	10	13
Laundry Card Refill	N/A	N/A	14	14
Bingo / Dominoes	12	N/A	4	16
Tai Chi/Meditation Class	N/A	N/A	2	2
Movie Day / Outing	N/A	2	25	27

Walk Club	0	N/A	20	20
Coffee & Donuts	N/A	N/A	3	3
National Night Out Celebration	43	24	18	85

Food Resources

- Mercy Brown Bags/Produce Bags:** In August, the Mercy Brown Bag program provided one hundred fourteen (114) produce bags to Harrison Towers residents, thirty-five (35) bags to Adel Court residents, and fifty-four (54) bags to Palo Vista residents. Each Mercy Brown Bag contained a variety of fresh and canned food items as well as protein and baked goods, such as ground beef, pork chops, eggs, cereal, bread, potatoes, celery, mustard greens, tomatoes, apples, strawberries, and oranges. The management team continues to bag groceries and deliver them to residents with mobility issues.



Health & Wellness

- **Wellness Checks:** The property management team at Harrison Towers continues to walk the floors every Tuesday of the week to ensure that the notices left at residents' doors have been received. If management observes that notices have been left out for a few days and/or residents do not answer their doors, the team calls the resident and their emergency contacts to further check-in on them. In August, the respective management team was able to get in touch with each household, making a total of one hundred thirty (130) wellness calls to Harrison Towers residents, ten (10) calls to Adel Court residents and fifteen (15) calls to Palo Vista residents. When calling each household, the property management staff assess residents' wellness with a series of questions that were designed to determine whether the residents would require additional support and/or assistance. This month, residents informed the staff that they were fine and were not in need of any assistance at the time of the call, but knew that if they required additional support, they could reach out to the management office.
- **Birthday Celebrations:** In August, two (2) Harrison Towers residents, one (1) Adel Court resident, and ten (10) Palo Vista residents celebrated their birthdays. To commemorate the birthdays, property management staff at Harrison Towers continued the tradition of delivering a birthday gift bag and a birthday card to each celebrant. Each gift bag included snacks, hand soap, laundry detergent, household cleaning products, a birthday cupcake, and a birthday card.

Celebrants at Adel Court and Palo Vista Gardens were also provided with a birthday goodie bag and a phone call wishing them a happy birthday. Those celebrating their birthdays expressed much gratitude and appreciation for the phone call and the birthday recognition.



- **Social Activities:** Unfortunately, from August 4th to August 30th, social activities at Harrison Towers were temporarily suspended due to water leaks in the community room. Social activities resumed on the last day of the month when repairs were completed, allowing twelve (12) residents to come together for a game of Bingo.

At Adel Court and Palo Vista Gardens, as more residents become comfortable with in-person social activities, the management team have coordinated several fun activities for the residents, including Bingo and dominoes, meditation classes, a walk club, and social outings. At Adel Court, three (3) residents gathered outside for free coffee and donuts.. At Palo Vista, two (2) residents participated in a meditation class, four (4) residents got together for Dominoes, while another twenty (20) participated in the walk club. The resident service coordinator also planned social outings where one (1) Adel Court resident and ten (10) Palo Vista residents went to a movie theater in Alameda to watch "Top Gun: Maverick". Additionally, a beach trip to Sausalito was enjoyed by one (1) Adel Court resident and fifteen (15) Palo Vista residents.



- **Supplementary Services:** This month at Harrison Towers, through appointment-only meetings, the management staff was able to provide twenty-six (26) residents with supplemental services. These services included language translation, such as assistance reading bank statements, social security letters, and medical prescription, filling out forms, as well as calling the social security office with the tenants to inquire about benefits, scheduling medical appointments, and filling out reasonable accommodation request forms.
- **National Night Out:** National Night Out is an annual community-building event that promotes police-community partnerships and neighborhood camaraderie to make neighborhoods safer, more caring places to live. This year, forty-three (43) Harrison Towers residents, twenty-four (24) Adel Court residents, and eighteen (18) Palo Vista residents participated in their respective national night out event.

At Harrison Towers, the community room was adorned with casino-themed décor, while attending residents sang songs, played musical instruments, and played poker games, all while enjoying food and beverages provided by the management team. OHAPD also stopped by to meet with residents and share crime prevention as well as safety information. At Adel Court and Palo Vista Garden, residents were able to enjoy Hawaiian BBQ along with games and activities organized by the resident service coordinator.





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	1	1	1	1	1	5

Socially Distanced Wellness Checks	2	1	1	2	1	7
Rainbow Recreation Center Food Bag	1	1	1	1	1	5
Services Matching	1	0	1	1	0	3
Wardrobe for Opportunity	2	0	0	N/A	N/A	2

Food Resources

- **Rainbow Recreation Center Food Program:** Every Tuesday, Thursday, and Saturday, households can attend the Rainbow Recreation Center, run by Sister Alice Muhammad and her team, to receive a food bag. The food options provided by the center includes a variety of healthy food options including fresh fruit, vegetables, grains, and canned goods.

Health & Wellness

- **Services Matching:** During each wellness phone call and wellness check, the resident service coordinator conducts individual assessments of households to better understand their unique needs and service requests. This month, the coordinator was able to connect three (3) households with relevant programs and resources to match their needs.
- **Back-to-School Packages:** In August, the resident service coordinator partnered with OHA's Family and Community Partnerships department to provide twenty-five back-to-school packages for residents. Each package contained a backpack with school supplies to help prepare younger residents for their return to school.

**WRITTEN
COMMUNICATIONS
(Executive Director's Report)**

Direct to You

Friday
9/2/22

Patricia Wells, OHA Executive Director



Good Afternoon OHA Team:

I have worked since I was 10 years old back in Philly. I will tell you—from my first gigs as a baby sitter, cutting grass & shoveling snow for our elderly neighbors; or volunteering at our Church community kitchen—I learned from an early age to be a part of making the community a friendlier and supportive environment. Each of these roles, along with my first “real” job at Kentucky Fried Chicken (I might know a bit about those secret spices), “labor” was a part of my journey that helped me feel a sense of “purpose” in how I use my day.

This labor day, I am reminded of how the collective work of all of us—service to families, to the neighborhood, to the greater community, to a nation—is shared work and “labor” that hopefully inspires all of us to feel a sense of pride in team for doing our part right here in Oakland.

Over this long holiday weekend, we celebrate the enterprising spirit that drives us in each of our individual roles, at OHA, and in the work we do in other areas of our lives. The “labor” of raising children, caring for others, serving those less fortunate than ourselves, or whatever we do to make ends meet—we should be proud of our role in making our communities better places for all.

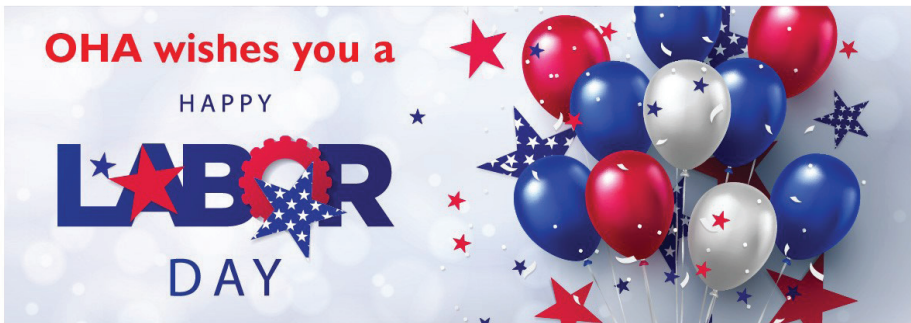
I hope you all use these next few days to take time to celebrate our collective efforts and enjoy some downtime doing whatever it is you enjoy most. Whether you spend time close to home getting R&R or get out of doors to breathe in fresh air, be reminded that we are anticipating hotter than usual weather—so stay hydrated and stay safe.

As always, I encourage you to read the stories that follow below and catch up on some of the activities going on around OHA. I am especially proud to share the journey of Samantha Vitti, who has taken her journey to new heights in a new leadership role in our community. If you would like to share your story, let me know using “**Direct From Me**,” so we can highlight your community service accomplishments, both personal and professional. The work you do matters!

Wishing everyone a refreshing and joyful Labor Day~

Patricia

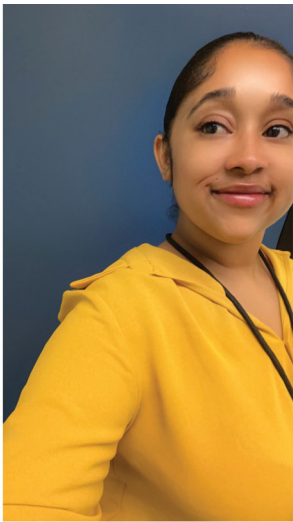
"The miracle is not that we do the work, but that we are happy to do it." – Mother Teresa



All past issues of Direct To You are available on the OHA website for 24/7 access. In addition to the messages sent directly from the OHA executive director, you can also find links to other resources, articles, and up-to-date information about OHA operations and the ways we are addressing the current health crisis.



GETTING TO KNOW YOU



Samantha Vitti - Working the Dream

When **Samantha Vitti** joined OHA in 2016, she was a 24-year old single-mother, who was trying to find her way. Her first role was as a Civicorp Intern. At that time her work involved assisting the Finance department with clerical work, and offering her assistance wherever it might be needed. At the same time, she had just completed a training program and earned her high school diploma and dreaming of launching her own website, **Talk with Sammy**, a soon-to-be launched site designed to help motivate at-risk youth. Well, Samantha’s willingness to help in any way she can is paying off.

Samantha’s hard work and “can-do” spirit quickly paid off. She applied for a regular job at OHA in the buildings and grounds department (OPO), as a groundskeeper. This work was familiar to her as she had been trained through Civicorp. However, Samantha wanted more and pushed forward. Her efforts were rewarded with a job that allowed her to earn a higher wage, build on her expanding skillset and begin to build a career that took advantage of all of her training and experience.

Never one to rest on her laurels, Samantha has received promotions in her job, now serving OHA as Office Specialist in OPO’s AMP 12. Additionally, has stayed involved with Civicorp, the organization that gave her her start, and in a full-circle moment, Samantha was recently appointed to the board of Directors of Civicorp, a position that allows her to expand her leadership goals.

OHA couldn’t be prouder to have watched Samantha grow as a professional and as a community leader. As we celebrate Labor Day, Samantha is a glowing example of what labor and hard work look like.

Congratulations Samantha for reaching for your dreams and achieving your goals each step of the way...and thank you for sharing your story.



Staying Connected

The Oakland Housing Authority Employees’ Association is excited to report a membership that is 114 members strong. The OHAEA was established in 1984 so that OHA employees can “Stay Connected,” and never has that purpose been more needed than over the past two years.

From the grounds workers to office specialists, from project managers to property administrators, we aim to serve all our members in ways that makes your OHA employment experience more pleasant and rewarding. We offer a special welcome to all of the new enrollees! You are now part of a purpose driven employee group and can participate in fun and fulfilling activities and “Staying Connected!”

If you have not yet joined, don’t miss out and don’t delay. Join today and receive your shirt and show you are staying connected.

UPCOMING EVENTS (Activities in the next few days):
September 3, 2022 – National Cinema Day - Movie tickets will be \$3 at Regal, AMC, and more theaters on Saturday. What a way to cool off!

SAVE THE DATES (Activities in the future to be aware of and mark your calendars):
September 30, 2022 – OHAEA Annual Members Meeting 12p-1:00p
October 28, 2022 – Halloween Costume Extravaganza 12p – 1:30p
December 15, 2022 – Holiday get together (“Staying Connected”)

Your Board Members:

Victoria Wimberley – President (FCP), Valerie Graham – Secretary (Risk Management), Tara Banks - Treasurer (FCP)

Direct From Me

Messages from OHA Employees to Leadership

Have an idea to save time or money? Figured out a way to make work a little easier and more efficient? Or perhaps you want to share your team’s success with the entire agency? Well, now it’s easier than ever to share you ideas! No matter what’s on your mind... **Direct From Me** is the easy way to have your ideas delivered to OHA’s Executive Director, Patricia Wells.



All past issues of **Direct To You** are available on the OHA website for 24/7 access. In addition to the messages sent directly from the OHA executive director, you can also find links to other resources, articles, and up-to-date information about OHA operations and the ways we are addressing the current health crisis.

REMEMBER: *if you have reasonable suspicion that you have been exposed to someone with COVID-19 or if you are experiencing symptoms of fever (100.4 Fahrenheit or higher), coughing, or shortness of breath, do not report to work. Immediately contact your primary care provider and then your supervisor for instructions on what you need to do next. If you have any questions regarding your schedule, please contact your supervisor or Director. If you have questions in regards to pay or leave time, please contact Human Resources at (510) 874-1575.*









From: [Oakland Housing Authority](#)
To: [Yamilette Mendoza](#)
Subject: Excessive Heat Warning /Advisory until 8PM on Sept. 8. 2022
Date: Tuesday, September 6, 2022 11:33:50 AM

[EXTERNAL EMAIL]



Oakland Housing Authority Police Alert

Excessive Heat Warning /Advisory until 8PM on Sept. 8. 2022

The National Weather Service has issues an excessive heat warning/advisory thought 8PM on Thursday September 8.

Please stay cool and healthy during hot weather

1. Drink plenty of fluids
2. Stay in an air-conditioned room or out of the sun
3. Check up on relatives and neighbors
4. Young children and pets should **never** be left unattended in vehicles under any circumstances.

Extreme heat can cause heat-related illnesses, particularly if you are outside. Keep an eye out for these symptoms of heat stroke and heat exhaustion:

- Take extra precautions if you work or spend time outside.
- When possible reschedule strenuous activities to early morning or evening.
- Wear lightweight and loose fitting clothing when possible
- Anyone overcome by heat should be moved to a cool and shaded location.
- Heat stroke is an emergency! Call 9 1 1.

Click here for a list of Alameda County Cooling Centers:

<https://veoci.com/v/p/dashboard/ewxv8granu>

Alert sent on 09/06/2022 at 11:28AM PDT

Additional Information

Link: [City of Oakland Cooling Centers](#)

Contact

Oakland Housing Authority Dispatch

OHAPD@oakha.org
510-535-3100

Submit an Anonymous Tip

To submit a tip via text message text OHAPD and your tip to 847411

Alert delivered to the following groups: Oakland Housing Authority (Public Alerts), OHA Business Public Alerts, OHAPD Public Alerts, AMP 4 Lockwood Community , OHAPD Staff, AMP 3 Campbell Village Community , AMP 19 Lions Creek Community , AMP 8 Peralta Community , AMP 15 Chestnut Linden Court , AMP 16 Tassafioranga Community , AMP 7 Palovista Community , Communications Staff, Information Technology (IT) Staff, Human Resources (HR) Staff, Finance Staff, Leased Housing Staff, Family Community Partnership (FCP) Staff, Office of Property Management (OPO) Staff, Risk Management Staff, Executive Office Staff, Asset Management Staff, Contract Compliance & General Services (CCGS) Staff, AMP 1 Harrison Towers , AMP 2 Adel Court MacArthur , AMP 5 OakGrove North 620 17th St , AMP 6 OakGrove South - 570 16th St , AMP 17 Mandela Gateway , AMP 18 Foothill Family Community , AMP 9 - Scattered Sites, AMP 10 - Scattered Sites, AMP 11 - Scattered Sites, AMP 12 - Scattered Sites, AMP 13 - Scattered Sites, AMP 14 - Scattered Sites, TEST Group, OHA Directors , Leadership Group, Capital Improvements, Command Staff, Oakland Housing Authority (OHA), OHAPD Supervisory Staff, GUEST ASSIST EXPORT Lockwood Gardens, GUEST ASSIST EXPORT Peralta Residents , GUEST ASSIST EXPORT Campbell Village Residents, GUEST ASSIST EXPORT Chestnut/Linden Court Residents , GUEST ASSIST EXPORT Mandela Residents , SEMINARY CORRIDOR - AMP10, OHAPD PUBLIC ALERTS - NEW GROUP, OHAPD Investigations Team, and OHAPD Squad 1

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FY 23 Appropriations

THE WHITE HOUSE, the House of Representatives and the Senate have all increased funding for HUD programs for Fiscal Year 23 (FY 23). In March, the White House budget proposed an increase of \$6.2 billion over the FY 22 enacted level. In late July, the full House voted for an increase of \$8.9 billion, or 16.5 percent, while the Senate Appropriations Committee released its own draft bill with a \$4.3 billion boost, representing an 8 percent increase for HUD programs.

The House and Senate actions are independent of any agreement in Congress on what the topline numbers will be for Defense and Non-Defense Discretionary spending, which ultimately affects how the discretionary budget will be distributed to the 12 subcommittees, including THUD. PHADA urges caution when viewing the figures for HUD accounts because these will likely change as Congress debates these matters. It is likely that there will be a continuing resolution until after the mid-term elections in November to keep the federal government funded.

FY 23 Budget Table for Selected HUD Accounts

	FY 22 ENACTED	PHADA RECOMMENDED	FY 23 WHITE HOUSE	FY 23 HOUSE PASSED	FY 23 SENATE PROPOSED
Public Housing Operating Fund	\$5.039 B	\$5.039 B ¹	\$5.000 B	\$5.039 B	\$5.039 B
Public Housing Capital Fund	\$3.200 B	\$5.000 B ²	\$3.200 B	\$3.400 B	\$3.225 B
Voucher Contract Renewals	\$24.095 B	\$25.000 B	\$25.000 B	\$26.184 B	\$26.184 B
Voucher Administrative Fees (less fees for special purposes)	\$2.411 B	\$3.046 B	\$3.014 B	\$2.756 B	\$2.802 B
Project Based Rental Assistance	\$13.940 B	\$15.000 B	\$15.000 B	\$14.940 B	\$14.687 B
Choice Neighborhoods	\$350 M	\$500 M	\$250 M	\$450 M	\$250 M

1. HUD is aware that the associations believe that the \$5.039 billion needs to be enhanced to reflect current inflation factors as well as rents collected rather than rents charged.
2. PHADA also supports at least \$70B in capital funding to address the national capital needs backlog.

Public Housing Operating Fund

Both the House and Senate bills propose level funding for the Operating Fund at \$5.039 billion. HUD has stated that the higher amount represents a 100 percent proration. PHADA does not agree and has taken the lead in the industry to inform HUD that its operating fund formula fails to account for a current inflation factor (although it is expected to be more accurate for FY 23) and is based on rents charged rather than rents collected. *PHADA has also urged HUD to acknowledge the reality of mounting uncollected rents and tenant accounts receivable (TAR), to identify solutions, and to refrain from penalizing agencies through performance reviews related to TAR challenges.*

Capital Fund

The Senate and House figures are inadequate to meet annual capital needs. The House figure, although higher

than the Senate, is derived from an outdated HUD/Abt 2010 capital needs study, which is not adjusted for inflation.

HUD has requested feedback on its plans for establishing a new Physical Needs Assessment process, as required by law, and incorporating directives of various Executive Orders of the Biden administration. PHADA, in its written comments to HUD, notes that the mechanisms and processes developed to assess capital improvement needs are meaningless without a funding mechanism to pay for the projected capital improvements.

Section 8 Voucher Renewals

The Senate bill matches the House bill, with \$26.184 billion for voucher renewals, an increase of \$2.089 billion from FY 22, or 8.7 percent. The amount needed simply to fund all current vouchers continues to rise significantly and is of concern when other accounts such as public housing are not

funded at need. With market rents rising and more agencies needing to increase their FMRs and SAFMRs to 120 percent of Fair Market Rent, the amount needed to fully fund renewals is likely to continue to climb.

Administrative Fees

The Senate provides \$2.802 billion for administrative fees, which is \$46 million more than the House approved. This is \$391 million more than FY 22, a 16 percent increase and a 98 percent proration. The kinds of increases we have seen in the last few appropriations bills as well as under the CARES Act, points to the sustained advocacy efforts of PHADA.

It is incumbent upon Congress to continue to allocate funding for administrative fees that is commensurate with amounts being allocated for voucher renewals as well as any expansion of the program. PHADA will continue to advocate for such funding and appreciates congressional language that mirrored the written arguments PHADA has made to HUD for years related to the expansive role HAS accept when administering the voucher program.

Senate report language reminds HUD of its FY 22 directive that HUD undertake a reexamination of the administrative fee formula and to consult with PHAs, advocates, and researchers on ways to make the formula more relevant to the cost of administering a high-performing and efficient voucher program.

Voucher Expansion

The White House budget proposed a significant expansion for new vouchers, with \$1.6 billion for what was estimated to fund an additional 200,000 vouchers, or \$8,000 per voucher. However, based on HUD's Voucher Dashboard, PHADA estimates the per voucher cost to be about \$10,000, which would yield 160,000 new vouchers. The House bill includes \$1.1 billion for voucher expansion, which would be adequate to provide funding for approximately 110,000 households, while the Senate approved a relatively conservative \$50 million, which would only support 5,000 new vouchers.

While PHADA supports voucher expansion in general, such expansion must be viewed within a context where there is also full funding for public housing.

Current Topics of Interest

The Annual Contributions Contract

PHADA and other industry groups have been meeting with HUD staff on their plans to develop a new Annual Contributions Contract (ACC). HUD executive staff have stated that a new ACC is necessary to better outline the terms and conditions for operating and capital funding in a uniform document and to ensure compliance.

PHADA has been adamant that any updated version is not based on the proposed ACC that was circulated a few years ago. That earlier version included objectionable provisions including granting HUD authority to unilaterally modify the contract and reduce HA funding. HUD had asserted that the ACC does not have the full force of a contract, but the industry groups and attorneys do not agree. HUD staff have assured industry groups that these unilateral changes will not be included in an updated version. PHADA's attorney and other legal experts have advised that whether HUD calls the ACC a contract or a grant agreement, the document is enforceable in court. The Federal Court of Claims has affirmed this position in two separate decisions in the PHADA-led litigation regarding the 2012 operating reserves offset.

The Senate Appropriations Committee included new report language directing HUD to comply with all appropriate

process requirements and to work and consult with PHAs in any future rulemaking process that amends the ACC.

Tenant Accounts Receivable

PHADA has been monitoring the high Tenant Accounts Receivable that many HAS are experiencing. HUD recently confirmed that almost 20 percent of agencies have been "severely impacted" by rental income losses.

PHADA conducted a survey of HAS and found a growing problem with unpaid rent and increasing TAR and operating revenue losses among some agencies. The results point to a widespread problem throughout the country that may pose significant medium-term operating risks in the public housing program and that could threaten the financial health of some agencies. HUD has not yet made related data available through its recently released Public Housing Dashboard. This information could be very helpful in assessing the dimensions of uncollected rent problems.

PHADA has called on HUD to address the nonpayment problem head on and clearly state that residents who can afford to pay their rent need to meet their lease obligations. PHADA has also urged HUD to undertake a review of its FY 23 budget request to Congress and to refrain from penalizing agencies through performance reviews related to TAR challenges. ■

PHADA Members Must Act Now!

PHADA urges members to contact their two senators and representatives to advocate for the higher of the House or Senate appropriations bills for FY 23 as well as to register any concerns with issues affecting HUD programs.



Oakland Housing Authority

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 22 – Regular Meeting

Monday, September 26 - Regular Meeting

Monday, October 24 - Regular Meeting

Monday, November 28 – Regular Meeting (Cancelled) Holiday Observed

Monday, December 12 – Special Meeting

Monday, December 27 – Regular Meeting (Cancelled) Holiday Observed

Additional Workshop sessions and Special meetings may be added as needed.
