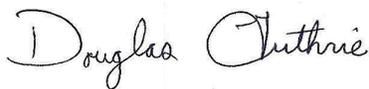


Report of the President & CEO

November 16, 2020

RESOLUTION AUTHORIZING THE PRESIDENT AND CEO, OR DESIGNEE, TO EXECUTE A CONTRACT WITH OVERLAND, PACIFIC & CUTLER, LLC, FOR AN INITIAL ONE-YEAR TERM WITH FOUR (4) ONE-YEAR OPTIONS TO EXTEND, TO DRAFT A RELOCATION PLAN AND PROVIDE RELOCATION PLANNING SERVICES ASSOCIATED WITH PHASE I OF THE RANCHO SAN PEDRO REDEVELOPMENT PROJECT, PURSUANT TO A CONTRACT AWARD UNDER RFP HA-2020-103-NF FOR A TOTAL AMOUNT NOT-TO-EXCEED \$600,000



Douglas Guthrie
President & Chief Executive Officer



Jenny Scanlin
Chief Development Officer

Purpose: To enter into a contract with Overland, Pacific & Cutler, LLC (“OPC”) to: 1) draft and implement a Relocation Plan (“Plan”), for Rancho San Pedro; and 2) to facilitate and manage the orderly relocation of Rancho San Pedro residents (“Residents”), as part of the redevelopment, in accordance with the requirements of the Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended (“URA”) and Title 25 of California Code of Regulations, Division 1, Chapter 6, Subchapter 1.

Regarding:

On April 23, 2020, by Resolution 9592, the Board of Commissioners (“BOC”) approved the preliminary community-based development concept for Rancho San Pedro’s revitalization and authorized the commencement of stage two of the First Amended and Restated Exclusive Negotiating Rights Agreement (“ENA”) between the Housing Authority of the City of Los Angeles (“HACLA”) and the Richman Group of Companies, Century Housing Corporation, and National Community Renaissance of California.

On December 20, 2018, by Resolution 9467, the Board of Commissioners authorized the President & CEO to enter into a First Amended and Restated Exclusive Negotiating Rights Agreement (ENA) between the HACLA and the Richman Group of Companies, Century Housing Corporation, and National Community Renaissance of California for the Rancho San Pedro Revitalization. On August 23, 2018, by Resolution 9450, the Board of Commissioners authorized the President and CEO to award an Exclusive Right to Negotiate a Master Development Agreement between the HACLA and The One San Pedro Collaborative Team.

Issues:

Background: The HACLA has partnered with The Richman Group of California Development Company along with co-developers National CORE Renaissance and Century Housing Corporation (collectively known as One San Pedro Collaborative) to

redevelop Rancho San Pedro, a 21-acre, 478-unit public housing site in the heart of the San Pedro community.

The multi-phased redevelopment of Rancho San Pedro is anticipated to increase the total unit count from 478 to 1,390 including rental housing and homeownership opportunities with a commitment to one-to-one replacement of existing public housing and the right-to-return for Rancho San Pedro residents.

Transformation Plan:

In 2017, HACLA applied for and was awarded a FY2017 Choice Neighborhoods Planning and Action Grant ("Choice") to support a two-year community forward comprehensive planning process for Rancho San Pedro and the surrounding targeted neighborhood identified as Barton Hill-Downtown San Pedro and bounded by O' Farrell Street to the north, 7th Street to the south, Harbor Blvd to the east and Gaffey Street to the west.

The two-year long Choice supported planning process that engaged and connected partnerships within the neighborhood, local residents, local stakeholders, business owners and organizations, resulted in the development of the One San Pedro Transformation Plan adopted by the Board of Commissioner and HUD in the first quarter of 2020.

Relocation Consultant Scope of Work

In order to carry out the housing goals set forth in the Transformation Plan, HACLA requires Relocation Consulting services to draft a phased Relocation Plan for the entire Rancho San Pedro development and to provide implementation services for Phase 1 of the redevelopment.

OPC will be engaged to assist the HACLA in developing a draft Relocation Plan for the entire Rancho San Pedro development, including assisting in developing detailed relocation policies, procedures and guidelines for relocation of Rancho San Pedro households during the Redevelopment Project.

The Relocation Plan will be developed with an informed approach, which includes interviews of Rancho San Pedro households and leadership, regular community meetings, and analyzing existing resident demographic information to determine the needs of the residents.

The Relocation Plan will determine the best approach in implementing relocation activities for residents impacted in the first phase of the redevelopment. The Plan will stay consistent with the goals of the redevelopment and commit to redevelopment principles such as "Build First," Resident Right to Return, and limiting temporary displacement.

Phase I consists of the construction of two buildings for a total of one-hundred fifty-eight (158) newly constructed affordable housing units. Preliminary plans designate ninety-four (94) Rental Assistance Demonstration ("RAD") and Project Based Voucher ("PBV") units as one-for-one replacement housing for existing Rancho San Pedro residents, and the remainder of units as non-replacement PBV

and tax-credit only units for applicants that do not currently reside at Rancho San Pedro.

To minimize the number of residents that must temporarily move off-site, HACLA has committed to providing a “build first” approach for as many residents as feasible. This approach allows residents to remain at Rancho San Pedro during construction. However, it is anticipated that approximately forty (40) households, with units in the footprint of Phase I, will be required to temporarily relocate off-site during construction.

The Relocation Consultant will meet with each household to provide counseling on their housing options and assist in finding an appropriate temporary relocation site and will coordinate their move to the new site. OPC will prepare and implement a plan for tracking monthly communication with the households throughout the duration of construction to inform residents of project status and pertinent information and monitor residents’ intent after construction completion.

Once construction of Phase I has finished, residents that temporarily moved off-site and the residents in the next construction phase footprint will be given the opportunity to move to the newly constructed Phase I.

The Relocation Consultant scope is complete when all replacement units at the newly developed site are occupied with current Rancho San Pedro residents, and any resident that chose an alternative housing option as part of Phase I has received all relocation benefits entitled to them in accordance with state and federal laws and the final relocation files for all affected residents are returned to HACLA.

Procurement:

In order to fulfill HACLA’s Residents relocation obligations, HACLA issued a Request for Proposal (“RFP”) No. HA-2020-103-NF, seeking proposals from qualified relocation contractors to draft and implement a Relocation Plan for Rancho San Pedro.

The RFP was advertised on the City of Los Angeles’ Business Assistance Virtual Network (“LA-BAVN”) website starting on August 20, 2020 and ending September 16, 2020, (the advertised deadline for submission), for a total of twenty-eight (28) days. A total of one-hundred and fourteen (114) vendors viewed the RFP on the LA-BAVN website. In addition, a notice of the RFP was emailed to ten (10) vendors from a list provided by HACLA’s Development Services Department.

A total of four (4) proposals were received by the submission deadline. An evaluation panel comprised of three (3) panelists with subject matter expertise reviewed the proposals and determined that the proposals submitted by Overland, Pacific & Cutler, LLC (“OPC”) and Del Richardson & Associates Inc. (“DRA”) were in the competitive range based upon the RFP factors. Each firm was provided the opportunity to submit a Best and Final Offer (“BAFO”). Both OPC and DRA timely responded to the BAFO requests and lowered their pricing. The panel then re-evaluated the proposals and determined that interviews which each firm were warranted. Following the conclusion of the interviews, the panel unanimously recommended OPC for contract award having determined that its proposal

represents the best value to HACLA based upon the RFP scoring factors. A detailed summary of the procurement process is provided as Attachment 2 (Summary of Outreach Activities).

COVID-19 The HACLA and One San Pedro Collaborative are continuing to monitor the COVID-19 pandemic and its impact.

OPC’s Relocation Consultants will comply with all COVID-19 procedures and guidelines and ensure these are communicated to the Residents. This includes the use of Personal Protective Equipment (PPE) for all individuals that come in contact with any of the Residents and property. If the health crisis is not over by the time Residents need relocation, additional precaution and protections will be taken by the moving companies handling personal property. The moving companies will also provide extensive cleaning of all sites prior to Residents moving in. In addition, all vendors that come in contact with Residents or property must provide and communicate, in advance, all COVID-19 protocols.

Vision Plan: Place Strategy #1: Stabilize the physical and financial viability of the conventional public housing portfolio.

Redeveloping the aging Rancho San Pedro public housing site through fully code compliant new construction with contemporary amenities will completely mitigate lead, asbestos and termite issues and renew the physical life of affordable housing stock in Los Angeles. Conversion to a more financially stable Section 8 platform with long-term contracts will allow for leveraging the necessary resources for the development and on-going maintenance and upkeep of the properties.

People Strategy # 6. Expand and strengthen agency-to-resident communication about critical issues.

Significant resident outreach will continue to ensure Residents stay informed regarding the planned re-development of Rancho San Pedro and obtain their input in the development of a draft Relocation Plan.

Funding: The Chief Administrative Officer confirms the following:

Source of Funds: The cost of the Relocation Consultant and relocation activities will be paid by funds realized through uncommitted Rent Subsidy proceeds.

Budget and Program Impact: The Relocation Consultant fees are anticipated in the Development Services budget and will be allocated over a five -year period. The initial expenditure will be for resident outreach and the draft Relocation Plan. The following fiscal year will consist of resident outreach followed by the temporary relocation of the initial forty (40) households in the footprint of Phase I. Subsequent years will include the Relocation Plan updates, resident outreach, and follow-up with relocated Residents. The final allocation of funds will be for the relocation of Residents to the completed Phase I newly re-developed site.

FY	Amount	Activity
2021	\$100,000	Relocation Plan
2022	\$25,000	Resident Outreach

2023	\$200,000	Temporary Relocation Implementation
2024	\$25,000	Resident Outreach
2025	\$250,000	Relocation Implementation

Environmental Review:

Predevelopment activities such as the retention of consultants and development of a Relocation Plan are exempted activities under California Environmental Quality Act and are intended to be utilized to further develop the project and assist in analyzing the potential environmental impact of the proposed Redevelopment Project.

Section 3 – Economic Opportunities Program:

OPC submitted an Economic Opportunity Plan (“EOP”) in conformity with the requirements of the HACLA’s Section 3 Guide and Compliance Plan. OPC, in partnership with Year Up, a national training program for youth ages 18-24, will provide a customized training for at least two interns per year, followed by a six-month internship at OPC where they will shadow staff and develop industry relocation work skills. After their six-month internship, OPC will offer full time employment to those interested in continuing this important work. In addition to the internship program, as feasible, OPC will also hire a Section 3 Resident in an administrative/clerical capacity during the relocations.

Attachments:

1. Resolution
2. Summary of Outreach

ATTACHMENT 1

RESOLUTION

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE PRESIDENT AND CEO, OR DESIGNEE, TO EXECUTE A CONTRACT WITH OVERLAND, PACIFIC & CUTLER, LLC, FOR AN INITIAL ONE-YEAR TERM WITH FOUR (4) ONE-YEAR OPTIONS TO EXTEND, TO DRAFT A RELOCATION PLAN AND PROVIDE RELOCATION PLANNING SERVICES ASSOCIATED WITH PHASE I OF THE RANCHO SAN PEDRO REDEVELOPMENT PROJECT, PURSUANT TO A CONTRACT AWARD UNDER RFP HA-2020-103-NF FOR A TOTAL AMOUNT NOT-TO-EXCEED \$600,000

WHEREAS, the Housing Authority of the City of Los Angeles (“Authority”) requires a contractor to draft and implement a relocation plan, and to facilitate and manage the orderly resident relocation services associated with the Rancho San Pedro Redevelopment Project;

WHEREAS, the Authority has determined the most effective and feasible manner of obtaining qualified relocation services for the Rancho San Pedro Redevelopment Project is by contracting for such services;

WHEREAS, on August 20, 2020, the Authority issued a Request for Proposal (“RFP”) No. HA-2020-103-NF, seeking professional and qualified relocation contractors to provide required resident relocation assistance;

WHEREAS, following review of all four proposals received in response to the RFP, as detailed in the Report of the President and CEO of the same date herewith, the evaluation panel unanimously concluded that the proposal received from Overland, Pacific & Cutler, LLC is the best value and most advantageous to the Authority and is being recommended for contract award; and

WHEREAS, the Authority desires to award and enter into a one-year contract with four (4) one-year options to extend, with Overland, Pacific & Cutler, LLC to draft and implement a relocation plan, and to facilitate and manage the orderly resident relocation services associated with the Rancho San Pedro Redevelopment Project.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners authorizes the President and CEO, or designee, to execute a contract with Overland, Pacific & Cutler, LLC, for an initial one-year contract term, with four (4) one-year options to extend, for a total contract amount not-to-exceed \$600,000, to draft and implement a relocation plan, and to facilitate and manage the orderly resident relocation assistance for the Rancho San Pedro Redevelopment Project.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

APPROVED AS TO FORM:
JAMES JOHNSON

HOUSING AUTHORITY OF THE
CITY OF LOS ANGELES

BY: _____
GENERAL COUNSEL

BY: _____
CHAIRPERSON BEN BESLEY

DATE ADOPTED: _____

ATTACHMENT 2

SUMMARY OF OUTREACH

Summary of Outreach

RFP No. HA-2020-103-NF

Relocation Plan and Phase I Implementation for Rancho San Pedro

A. Funding Source

Federal Non-Federal Mixed Funding

B. Advertisement; Minority/Women Outreach

General Services advertised the Request for Proposal (“RFP”) on the City of Los Angeles’ Business Assistance Virtual Network (“LA-BAVN”) website starting on August 20, 2020 until the submission deadline of September 16, 2020, for a total of twenty-eight (28) days. One-hundred and fourteen (114) vendors viewed the RFP on the LA-BAVN website. Additionally, the RFP notice was emailed to ten (10) vendors from a list provided by Development Services.

On August 21, 2020, notice of this RFP was also provided to the List of Recognized Minority and Women-owned Business Organizations maintained by HACLA, and to the local office of the U.S. Small Business Administration (SBA) in support of HACLA’s policy to contract with Minority Business Enterprises (MBEs), Women’s Business Enterprises (WBEs) and Labor Surplus Area (LSAs) businesses.

C. Pre-Proposal Conference

No pre-proposal conference was held due to the closure of our offices to the public stemming from the COVID-19 outbreak. This decision follows orders issued for the State of California by Governor Newsom, the City of Los Angeles by Mayor Garcetti, and Federal, County and City of Los Angeles public health officials.

D. Addendum

The following Addenda were posted on LA-BAVN:

Addendum No.	Post Date
Addendum No. 1	August 24, 2020
Addendum No. 2	August 31, 2020
Addendum No. 3	September 15, 2020

E. Receipt of Proposals

Proposals were due on September 16, 2020. A total of four (4) proposals were received by the deadline.

Company Name
Overland, Pacific & Cutler, LLC
Del Richardson & Associates Inc.
Paragon Partners Ltd
RH Brown and Company LLC

F. Review of Proposals for Responsiveness and Contractor Responsibility

The Contract Administrator determined the four (4) proposals received by the deadline were responsive and the four (4) contractors were responsible.

G. Panel Review

The evaluation panel was comprised of three (3) panelists with subject matter expertise. The Panel met as a group on September 24, 2020, which led to the following consensus scoring.

Company Name	Score
Overland, Pacific & Cutler, LLC	93.67
Del Richardson & Associates Inc.	91.83
Paragon Partners Ltd	84.33
RH Brown and Company LLC	77.83

These scores are reflected in the Consensus Rating Form signed by each panelist; the Contract Administrator has confirmed the scores.

H. Best and Final Offers

On October 2, 2020, the Housing Authority requested Best and Final Offers (“BAFOs”) from the top two (2) ranked proposers with requests for clarification on questions and pricing. Both shortlisted proposers timely responded to the BAFO requests and lowered their pricing. The panel then re-evaluated the proposals and determined that interviews were warranted with each of these proposers.

I. Interviews

The two (2) shortlisted firms were invited for oral interviews. On October 29, 2020, the two (2) shortlisted firms presented an overview of their services to the evaluation panel. Each firm had one hour to present and respond to questions prepared by the panelists. The presentations and discussions enabled the panel to gain a better understanding of the firm’s qualifications, experience and capability in providing the services. As a result, the panel was able to re-evaluate the proposals and unanimously recommends Overland, Pacific & Cutler, LLC for contract award having determined that its proposal represents the best value to HACLA based upon the RFP scoring factors.

J. Recommendation for Award

The Panel recommends Overland, Pacific & Cuter, LLC for contract award.

K. Workforce Profile

Overland, Pacific & Cutler, LLC submitted a Workforce Profile that reveals the following workforce composition:

Company	Employees
Overland, Pacific & Cutler, LLC	Total: 110 58 minorities = 53% 47 women = 43%

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**HOUSING AUTHORITY OF THE CITY OF LOS ANGELES
MBE/WBE ORGANIZATIONS MAILING LIST**

1	Asian American Architects and Engineers Association
2	Asian Business Association of Los Angeles
3	Asian Business League of Southern California
4	Asian Pacific Islander Small Business Program
5	Korean American Chamber of Commerce
6	Pacific Asian Consortium in Employment (PACE) Business Center
7	Black Business Association
8	Greater L.A. African American Chamber of Commerce (GLAAACC)
9	Regional Black Chamber of Commerce of San Fernando Valley
10	US Black Chambers
11	Southern California Black Chamber of Commerce
12	National Black Contractors Association
13	Young Black Contractors Association
14	California Hispanic Chamber of Commerce
15	LA Metropolitan Hispanic Chamber of Commerce
16	Latin Business Association (LBA)
17	Los Angeles Latino Chamber of Commerce
18	National Latina Business Women Association (NLBWA-LA)
19	Regional Hispanic Chamber of Commerce
20	American Indian Chamber of Commerce
21	Build Plus Community Marketplace
22	Greater San Fernando Valley Chamber of Commerce
23	Los Angeles Area Chamber of Commerce
24	Los Angeles Minority Business Enterprise Center USC (MBDA)
25	National Association of Minority Contractors
26	National Association of Women Business Owners Los Angeles
27	Pacific Coast Regional Small Business Development Corp (SBDC)
28	Small Business Majority
29	Southern California Minority Supplier Development Council
30	The New Ninth Business Resource Center
31	US Small Business Administration
32	US Veteran Business Alliance
33	Valley Economic Development Center/Women's Business Center
34	Vermont Slauson Economic Development Corporation
35	Vernon Networking Committee
36	City of LA Bonding Program: Merriwether & Williams Insurance Services, Inc