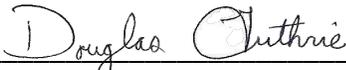


**RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH
THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY TO PROVIDE CRIMINAL BACKGROUND
SCREENINGS OF PUBLIC HOUSING AND SECTION 8 APPLICANTS
FOR A TOTAL AMOUNT NOT-TO-EXCEED \$610,000**



Douglas Guthrie
President and CEO



Marisela Ocampo
Housing Services Director



Carlos Van Natter
Section 8 Director

Purpose: The Housing Authority of the City of Los Angeles (“HACLA”) requires criminal background checks of public housing and Section 8 applicants (“Applicants”). Conducting such screening is required by the U.S. Department of Housing and Urban Development (“HUD”) before admitting Applicants into HACLA’s housing programs to become residents in public housing or participate in the Section 8 subsidized housing program. The proposed intergovernmental agreement (“Intergov-Agreement”) will allow HACLA to receive applicants’ criminal background checks effectively and efficiently.

Regarding: The Intergov-Agreement will allow HACLA to continue requesting that the Los Angeles County Development Authority (“LACDA”) conduct criminal background checks of persons applying for its Section 8 Housing Choice voucher program and public housing program through the County of Los Angeles Sheriff’s Department (“Sheriff’s Department”).

Since 2012, HACLA has entered into five-year term intergovernmental agreements with LACDA to provide criminal background checks. The latest agreement commenced in 2017 and expires on December 31, 2022. The criminal background checks are run through the California Department of Justice, which is connected to the Federal Bureau of Investigation’s National Crime Index Center (“NCIC”). NCIC contains information on: (i) stolen articles, such as, guns and vehicles; and (ii) on the personal profiles of those who are on supervised release, National Sex Offender Registry, foreign fugitive, missing persons, gang, known or suspected terrorists, wanted persons, etc.

Procurement: HUD permits housing authorities to enter into intergovernmental agreements with other public agencies through a procedure called “cooperative purchasing”. LACDA also uses the Sheriff’s Department to conduct criminal background screening of their applicants as LACDA finds this arrangement to be cost effective and efficient. HACLA staff reached the same conclusion in comparison to utilizing third party vendors.

HACLA desires to enter into the Intergov-Agreement to continue realizing costs savings and maintain administrative efficiencies. The Intergov-Agreement provides that HACLA may request up to 20,000 criminal background checks per year. LACDA charges \$106 per hour plus a 15% administrative fee to run the background checks. LACDA’s staff process approximately 20 criminal background checks per hour which translates to 1,000 hours per year. Each criminal background check is approximately \$5.30, plus the administrative fee for a total of \$6.10 each. Similar background checks performed by private vendors costs approximately \$8.00 each or more. If approved, the Intergov-Agreement will commence its initial one-year term on January 1, 2023, with four (4) one-year options to extend.

Vision Plan: **PATHWAY Strategy #7: Identify opportunities to reduce operating and administrative costs so that scarce resources are maximized**

Entering into the Intergov-Agreement with LACDA for criminal background checks of Applicants allows HACLA to continue realizing cost savings. This has been demonstrated over the past ten years in prior and current Agreements with LACDA.

Funding: The Chief Administrative Officer confirms the following:

Source of Funds: Public Housing Operating Funds and Section 8 Administrative Fees are the primary funding source for public housing and Section 8.

Budget and Program Impact: HACLA anticipates the annual expenditure of approximately \$122,000 for a total of \$610,000 for the next five years for criminal background checks based on estimated needs. These expenditures are included in HACLA’s 2023 Public Housing Operating Budget and Section 8 Administrative Fee and will be budgeted in subsequent years as required.

Environmental Review: Not Applicable

Section 3: Not Applicable

Attachment: 1. Resolution

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT
WITH THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY TO PROVIDE CRIMINAL
BACKGROUND SCREENINGS OF PUBLIC HOUSING AND SECTION 8 APPLICANTS
FOR A TOTAL AMOUNT NOT-TO-EXCEED \$610,000**

WHEREAS, the Housing Authority of the City of Los Angeles (“HACLA”) requires criminal background checks of public housing and Section 8 applicants;

WHEREAS, the Los Angeles County Development Authority (“LACDA”) contracts with the County of Los Angeles Sheriff’s Department for criminal background information for persons applying for its Public Housing program and Section 8 Housing Choice voucher program;

WHEREAS, the U.S. Department of Housing and Urban Development permits housing authorities to enter into intergovernmental agreements with other public agencies through a procedure called “cooperative purchasing”;

WHEREAS, for the reasons set forth in the Report of the President and CEO of the same date herewith, HACLA has determined that it would be economical and efficient to secure the criminal background information for its Public Housing and Section 8 applicants from the Los Angeles County Sheriff under contract with LACDA;

WHEREAS, the Board of Commissioners desires to enter into a one-year contract with four (4) one-year options with the LACDA to provide criminal background checks of Section 8 and public housing applicants, on an as-needed basis, for a total contracting amount not to exceed \$610,000.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners authorizes the President and CEO, or designee, to enter into a one-year contract with four (4) one-year options with the LACDA to provide criminal background checks of Public Housing and Section 8 applicants, on an as-needed basis, for a total contracting amount not to exceed \$610,000.

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

APPROVED AS TO FORM:

HOUSING AUTHORITY OF THE
CITY OF LOS ANGELES

BY: _____
James Johnson, General Counsel

BY: _____
Cielo Castro, Chairperson

DATE ADOPTED: _____