

RESOLUTION NO. _____ (N.C.S.)

**A RESOLUTION OF THE SALINAS CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO EXTEND THE CURRENT
PROFESSIONAL SERVICES AGREEMENT WITH VERONICA TAM AND
ASSOCIATES, INC. IN REGARDS TO THE PREPARATION OF THE HUD FY 2017-
2018 ACTION PLAN AND ANNUAL CONSOLIDATED PERFORMANCE AND
EVALUATION REPORT AND HUD TECHINCAL ASSISTANCE**

WHEREAS, the City of Salinas is an entitlement community receiving federal formula grants through the U.S. Department of Housing and Urban Development (HUD) including Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG), and as such, submitted the 5-year Consolidated Plan (ConPlan) to HUD in May 2015 covering the period July 1, 2015 to June 30, 2019; and

WHEREAS, the ConPlan serves as a planning document for the City, which builds on participatory process among citizens, organizations, businesses, and other stakeholders, whereby short-term and long-term goals are identified, and strategies to be followed in carrying out HUD programs are established; and

WHEREAS, the Annual Consolidated Performance and Evaluation Report (CAPER) serves to inform HUD of the City's activities performance (for example, low-income households served, affordable units built) annually; and

WHEREAS, the City is required to submit all future ConPlan's and CAPER reports utilizing HUD's web-based program, eCon Planning Suite; and

WHEREAS, on July 17, 2014, the City issued a Request for Proposals (RFP) to prepare the City's FY 2015-16 Annual Action Plan, concurrently with other City RFP's for the 2015 Update to the General Plan Housing Element and Amendment to the Inclusionary Housing Program; and

WHEREAS, one proposal was received by the deadline of August 14, 2014, for the ConPlan, AI and NRSA update, from Veronica Tam and Associates, Inc. (VTA), and subsequently, the City extended the deadline for receipt of proposals to August 21, 2014, and received no additional proposals; and

WHEREAS, staff carefully evaluated VTA's proposal according to the criteria announced in the RFP and checked references; and

WHEREAS, VTA has substantial experience in assisting California entitlement jurisdictions preparing ConPlans and CAPERs, including for the cities of Alhambra, El Cajon, Glendale, Glendora, LA Mesa, Long Beach, Los Angeles, and recently, for the Monterey Urban County, to name a few; and has worked with HUD's OneCPD staff pertaining to system issues; and

WHEREAS, VTA's contract was extended on January 25, 2016 on a time and material basis and the costs of VTA's services were less than expected; and

WHEREAS, VTA's recent City tasks performance have been completed within the timeframes and within costs, City desires to extend the professional services agreement with Veronica Tam and Associates, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF SALINAS, as follows:

1) The City Manager is hereby authorized for and on behalf of the City, and as its act and deed, to extend the Professional Services Agreement with Veronica Tam and Associates, Inc. for assistance with the FY 2017-18 Action Plan, FY 2016-17 CAPER and as a provider of HUD technical assistance.

PASSED AND APPROVED this 10th day of January, 2017, by the following vote:

AYES:

NOES:

ABSTAIN:

JOE GUNTER, Mayor

ATTEST:

Patricia M. Barajas, City Clerk