



# AGENDA

FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY HOUSING ADVISORY COMMITTEE  
WEDNESDAY, JUNE 23, 2021, 12:00 PM

TELECONFERENCE CALL-IN NUMBER: (747) 200-6781  
CONFERENCE ID: 928 734 548#

To join via phone, dial (747) 200-6781, then enter 928 734 548# when prompted.

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1. **Call to Order**

2. **Roll Call**

Ruthie Myers, Chair  
Zella Knight, Vice Chair  
James Brooks  
Mary Canoy  
Elda Mendez-Lemus  
Takao Suzuki  
Pamela Williams

3. **Reading and Approval of the Minutes of the Previous Meeting**

Regular Meeting of April 28, 2021

4. **Report of the Executive Director**

5. **Presentations**

None

6. **Public Comments**



Administrative Office  
700 West Main Street, Alhambra, CA 91801  
Tel: (626) 262-4511 TDD: (626) 943-3898



Executive Director: Emilio Salas  
Commissioners: Hilda L. Solis, Holly J. Mitchell, Sheila Kuehl, Janice Hahn, Kathryn Barger

## Regular Agenda

### 7. Approve Contracts for Environmental Site Assessment and Environmental Documentation Consulting Services (All Districts)

Recommend that the Board of Commissioners:

Find that approval of the Contracts for environmental site assessment consulting (ESAC) services and environmental documentation consulting (EDC) services are not subject to the provisions of the California Environmental Quality Act because the action will not have the potential for causing a significant effect on the environment.

Authorize the Executive Director, or designee, to execute, amend, and, if necessary, terminate one-year Contracts with Terraphase Engineering Inc., EFI Global, Inc., and Rincon Consultants, Inc. to provide ESAC services, and a contract with Rincon Consultants, Inc. to provide EDC services, with an aggregate annual compensation not to exceed \$200,000 for each service, using program funds included in the LACDA's approved Fiscal Year 2021-2022 budget, to be effective following approval as to form by County Counsel and execution by all parties.

Authorize the Executive Director, or designee, to amend the Contracts for ESAC and EDC services, following approval as to form by County Counsel, to extend the term for a maximum of four additional years, in one-year increments, with the same aggregate annual compensation of up to \$200,000, contingent upon satisfactory performance and continued funding, using funds to be included in the LACDA's annual budget approval process.

Authorize the Executive Director, or designee, to amend the Contracts for ESAC and EDC services, when needed, to modify the scope of work, fee schedule, and increase the annual compensation by up to 10% as needed for unforeseen costs.

### 8. Commissioner Comments or Suggestions for Future Agenda Items

Access to the agenda and supporting documents are available on the LACDA website. Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Advisory Committee meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least four (4) business days prior to the meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the LACDA by phone at (626) 586-1855 from 8:00 a.m. to 5:00 p.m., Monday through Thursday, or by e-mail at [nick.teske@lacda.org](mailto:nick.teske@lacda.org).

**MINUTES FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY DEVELOPMENT AUTHORITY  
HOUSING ADVISORY COMMITTEE**

Wednesday, April 28, 2021.

The meeting was convened via teleconference.

Digest of the meeting. The Minutes are being reported seriatim.

The meeting was called to order by Commissioner Myers at 12:01 p.m.

<b><u>Roll Call</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
James Brooks	X	
Mary Canoy	X	
Zella Knight	X	
Val Lerch	X	
Ruthie Myers	X	
Takao Suzuki	X	
Pamela Williams	X	

**Agenda Item No. 3 – Reading and Approval of the Minutes of the Previous Meeting**

On motion by Commissioner Brooks, seconded by Commissioner Lerch, the minutes of the Regular Meeting of February 24, 2021 were approved as presented.

**Agenda Item No. 4 – Report of the Executive Director**

Executive Director Emilio Salas reported that on April 1, 2021, the U.S. Department of Housing and Urban Development (HUD) submitted a Federal Register notice withdrawing the unfinalized Mixed Status Rule. This was a proposed rule introduced in 2019 by the previous administration, which would have drastically changed how HUD treats so-called “mixed status” families under HUD programs. Mixed status families have some members are eligible for HUD assistance and some members who are not, due to immigration or citizenship status. HUD’s traditional practice has been to provide mixed status families with housing subsidies prorated based on how many members are eligible to receive assistance. The proposed Mixed Status Rule, if implemented, would have prohibited prorated assistance to mixed status families. Thus, family members would have been excluded from housing assistance for which they are eligible simply because they are in the same family with people who do not claim eligibility. The LACDA issued a letter to all impacted families to inform them of the withdrawal of this unfinalized rule.

Emilio reported that on April 13, 2021, HUD Secretary Marcia Fudge moved to reinstate fair housing regulations that were revoked under the previous administration. The current administration is planning to reinstate two Obama-era Fair Housing Act (FHA) rules: the 2013 Disparate Impact rule as well as the 2015 Affirmatively Furthering Fair Housing

regulation. These rules aim to eliminate housing policies that disproportionately impact minority groups, which is essential to the current administration's mission to advance racial equity in housing and beyond. This effort comes after President Biden directed HUD to examine the effects of the previous administration's regulatory actions on the agency's ability to promote fair housing. The Biden Administration also directed the HUD Secretary to take any necessary steps based on that analysis to fully implement the FHA's requirements.

Emilio reported that the LACDA initiated our first virtual Washington DC advocacy effort in March 2021. Emilio was able to meet directly with Congressman Jimmy Gomez, Congresswoman Maxine Waters, Congresswoman Judy Chu, and newly appointed Senator Alex Padilla. Emilio also met with staffers from Congressman Lowenthal's office, and Senate and House appropriations committees for transportation and housing. Topics of discussion included regulatory relief related to our efforts to house homeless families, as well as statutory changes tied to lifting the cap on Project Based Vouchers.

Emilio provided an update on the California COVID-19 Rent Relief program, which was launched on March 15, 2021. To date, they received approximately 12,000 applications within Los Angeles County, excluding the Cities of Los Angeles, Long Beach and Santa Clarita. In comparison, the LACDA received approximately 44,000 applications in first two weeks of our Rent Relief program last year. The \$110 million allocation for that program has been exhausted, but the County Chief Executive Office added \$23 million to fund rent relief for all the applicants remaining in the pipeline. The LACDA is engaged in calls every other day with the State on the implementation of their program.

Emilio reported on the recently approved American Rescue Plan, which includes \$5 billion nationally for one-time use vouchers, which will be good through 2030. As soon as we receive our allocation, the LACDA will work quickly in collaboration with other County departments to lease up these new vouchers. The Plan also includes \$5 billion in additional HOME Investment Partnership Funds to help communities across the country create affordable housing and services for people experiencing or at risk of experiencing homelessness.

#### **Agenda Item No. 5 - Presentations**

Fiscal Year 2021-2022 Action Plan

#### **Agenda Item No. 6 - Public Comments**

None

**Agenda Item No. 7 – Fiscal Year 2021-2022 Budget of the Los Angeles County Development Authority (All Districts)**

**On motion by Commissioner Knight, seconded by Commissioner Brooks, the following was unanimously approved:**

Recommend that the Board of Commissioners:

Adopt and instruct the Chair to sign a Resolution approving the \$869,541,300 Fiscal Year (FY) 2021-2022 Budget.

Instruct the Executive Director, or his designee, to implement the LACDA's FY 2021-2022 Budget and take all related actions for this purpose, including execution of all required documents.

Find that the approval of the LACDA's FY 2021-2022 Budget is not subject to the California Environmental Quality Act (CEQA) because the activities are not defined as a project under CEQA.

Authorize the Executive Director, or his designee, to execute Funding Agreements or amendments to existing Funding Agreements with the County of Los Angeles and all required documents necessary to accept \$102,000 in Centro Estrella Rent funds, \$700,000 in South Whittier Resource Center funds, \$475,000 for the Cooperative Extension Program, \$1,007,000 for the Community Policing Program, \$425,000 for South County Family Sites, \$7,922,000 for Measure H, Homeless Initiative Strategy B4, \$216,000 for the Homeless Coordinator and ancillary services, and up to \$2,600,000 for economic development initiatives to support the RENOVATE program.

Authorize the Executive Director, or his designee, to execute a Memorandum of Understanding (MOU), and any necessary amendments to the MOU, with the County and all required documents necessary to accept \$566,318 for the Juvenile Justice Crime Prevention Act.

Adopt and instruct the Chair to sign the PHA Board Resolution approving the operating budget and certifying submission of the LACDA's FY 2021-2022 Budget, to the United States Department of Housing and Urban Development.


**Agenda Item No. 8 - Commissioner Comments or Suggestions for Future Agenda Items**

Commissioner Lerch announced his resignation from the Housing Advisory Committee for health reasons. Emilio and all the Commissioners thanked him for his many years of service and wished him well.

Commissioner Knight requested a future presentation about the Rental Assistance Demonstration program.

The meeting was adjourned at 1:49 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Emilio Salas". The signature is written in a cursive style with a horizontal line underneath it.

EMILIO SALAS  
Executive Director  
Secretary-Treasurer



June 23, 2021

TO: Housing Advisory Committee

FROM: Tracie Mann, Director  
 Housing Assistance Division *Tracie Mann*

RE: **FSS PROGRAM UPDATE – MAY 2021**

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Housing Choice Voucher and Public Housing participants achieve economic independence and self-sufficiency.

**ACTIVITIES**

<b>NUMBER CURRENTLY ENROLLED</b>	396	<b>As of June 1, 2021</b> , there were 336 Housing Choice Voucher (HCV) and 60 Public Housing (PH) FSS participants.
<b>NEW ENROLLMENTS</b>	8	(8) FSS participants enrolled for Housing Choice Voucher (HCV) and (0) for Public Housing (PH).
<b>CONTRACTS EXPIRED</b>	2	(2) FSS contracts expired for Housing Choice Voucher (HCV) and (0) for Public Housing (PH).
<b>DIRECT ASSISTANCE REFERRALS</b>	2349 900 384 311 311 262 189 60 1 0 0 0	Job Referrals Work Source/Job Fairs Home Ownership Counseling Financial Literacy Educational/Vocational/Job Training Credit Repair Computer Training Other/Utility/Legal Aid/Covid-19/Health Services LACDA Home Ownership Program Youth Services Scholarship Small Business
<b>OUTREACH &amp; COMMUNITY EVENT</b>	1	Rio Hondo AJCC Partners Meeting
<b>GRADUATIONS</b>	4	(1) Request for Graduation for Housing Choice Voucher (HCV) and (3) for Public Housing (PH).

If you have any questions, please feel free to contact me at (626) 586-1670.

Attachment

## FAMILY SELF-SUFFICIENCY (FSS) GLOSSARY OF TERMS

Listed below are brief descriptions of each category in the monthly FSS Report.

1. **Number Currently Enrolled** – Current number enrolled in the FSS program as of the date the FSS Report is presented.
2. **New Enrollments** - The number of Participants enrolled in the FSS program with an effective date in the month the FSS Report is presented.
3. **Contract Expired** – The number of participant contracts that expired at the end of the month prior to the FSS Report presented.
4. **Direct Assistance Referrals** – Referrals sent to FSS participants based on their requests and or the participant's goals needed to be accomplished prior to successfully completing the program.
5. **Outreach and Community Events** – Information that was shared with FSS participants and or events or meetings the FSS Coordinators attended.
6. **Graduations** – FSS participants that graduated last month.
7. **Pending Graduations** – FSS participants who have requested to graduate and are pending review of successful completion of goals.





June 23, 2021

Housing Advisory Committee  
Los Angeles County Development Authority  
700 West Main Street  
Alhambra, California 91801

Dear Commissioners:

**APPROVE CONTRACTS FOR ENVIRONMENTAL SITE ASSESSMENT AND ENVIRONMENTAL DOCUMENTATION CONSULTING SERVICES (ALL DISTRICTS)**

**SUBJECT**

This letter requests approval for contracts with Terraphase Engineering Inc., EFI Global, Inc., and Rincon Consultants, Inc., (hereinafter, "ESAC Contractors"), to provide environmental site assessment consulting (ESAC) services, and a contract with Rincon Consultants, Inc., (hereinafter, "EDC Contractor"), to provide environmental documentation consulting (EDC) services to the Los Angeles County Development Authority (LACDA) on a project-by-project basis.

**IT IS RECOMMENDED THAT THE COMMITTEE:**

1. Recommend that the Board of Commissioners find that approval of the Contracts for ESAC services and EDC services are not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the action will not have the potential for causing a significant effect on the environment.
2. Recommend that the Board of Commissioners authorize the Executive Director, or designee, to execute, amend, and, if necessary, terminate one-year Contracts with the ESAC and EDC Contractors with an aggregate annual compensation not to exceed \$200,000 for each service, using program funds included in the LACDA's approved Fiscal Year (FY) 2021-



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2022 budget, to be effective following approval as to form by County Counsel and execution by all parties.

3. Recommend that the Board of Commissioners authorize the Executive Director, or designee, to amend the Contracts for ESAC and EDC services, following approval as to form by County Counsel, to extend the term for a maximum of four additional years, in one-year increments, with the same aggregate annual compensation of up to \$200,000, contingent upon satisfactory performance and continued funding, using funds to be included in the LACDA's annual budget approval process.
4. Recommend that the Board of Commissioners authorize the Executive Director, or designee, to amend the Contracts for ESAC and EDC services, when needed, to modify the scope of work, fee schedule, and increase the annual compensation by up to 10% as needed for unforeseen costs.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The ESAC Contractors will provide ESAC services by conducting a variety of environmental site assessments, geotechnical studies, and other similar assessments and the EDC Contractor will provide EDC services by conducting a variety of environmental studies necessary to complete environmental reviews such as noise, traffic, biological, and other similar study reviews.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County general fund. The three ESAC Contracts will be funded with an aggregate amount \$200,000 in Community Development Block Grant (CDBG) administrative funds allocated by the U.S. Department of Housing and Urban Development (HUD) for FY 2021-2022 and other Federal, State, and County funds included in the LACDA's approved FY 2021-2022 budget. The EDC Contract will be funded with up to \$200,000 using the same source of funds. The Contracts may be renewed for a maximum of four additional years, in one-year increments, at the same rate of compensation, contingent upon satisfactory performance and continued CDBG funding from HUD. Funds for years two through five of the Contracts, if extended, will be requested in the LACDA's annual budget approval process.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The LACDA administers the CDBG Urban County Program, the Home Investment Partnerships (HOME) Program, and other HUD and locally funded programs on behalf of the County of Los Angeles, including the Public Housing and other federally and locally funded programs. The programs operate within the unincorporated areas of the County and participating cities. As a recipient of federal funds, the LACDA is responsible for preparing environmental documents as required by NEPA and by HUD. The LACDA is

also responsible for compliance with CEQA for projects in the unincorporated areas of the County.

The ESAC Contractors share the yearly amount of compensation providing ESAC services and the EDC Contractor are not guaranteed any amount of work under these Contracts. The LACDA in its sole discretion shall determine and assign work on an as needed basis.

The ESAC services to be provided under the Contracts include, but are not limited to, the following: Phase I and Phase II Environmental Site Assessments; site remediation plans and activities; air quality monitoring; hydrologic studies; geophysical surveys; geotechnical studies and any other required studies, as well as reports associated with the above. The EDC services to be provided under the Contract for NEPA and CEQA compliance include, but are not limited to, the following: environmental documents for noise, traffic, and biological studies, documentation for historic and archaeological preservation reviews under Section 106 of the National Historic Preservation Act, South Central Coastal Information Center coordination, and slum/blight reviews.

The ESAC and EDC services include Federal funds and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, the Contractors will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

## **ENVIRONMENTAL DOCUMENTATION**

This action is exempt from the provisions of the NEPA pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact or result in any physical changes to the environment. This action is also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

## **CONTRACTING PROCESS**

On March 5, 2021, the LACDA issued a Request for Statement of Qualifications (RFSQ) to identify up to three firms to provide ESAC services and a Request for Proposals (RFP) to identify a firm to provide EDC services for a one-year period with the option to extend for four additional one-year periods. Announcements for the RFSQ and RFP were posted on the LACDA's and County WebVen websites for 28 days. On April 2, 2021, six firms submitted statements of qualifications for ESAC services and two firms submitted proposals for EDC services. For the EDC services, one firm was disqualified for not

Housing Advisory Committee

June 23, 2021

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providing the required sample environmental reports. For the ESAC services, Terraphase Engineering, Inc., EFI Global, Inc., and Rincon Consultants, Inc. were selected as the most qualified to provide services for the LACDA, and for the EDC services, Rincon Consultants, Inc. was selected as the most qualified.

The Summary of Outreach Activities is provided as Attachment A.

**IMPACT ON CURRENT SERVICES**

These Contracts will ensure that the County complies with applicable federal and state environmental laws and regulations.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Emilio Salas". The signature is written in a cursive, flowing style.

EMILIO SALAS  
Executive Director

Enclosures

# ATTACHMENT A

## Summary of Outreach Activities

### Environmental Site Assessment Consulting Services Environmental Documentation Consulting Services

On March 5, 2021, the following outreach was initiated to identify firms to provide environmental site assessment consulting (ESAC) services and environmental documentation consulting (EDC) services for the Community Development Block Grant (CDBG) Program, the HOME Investment Partnerships (HOME) Program, Public Housing, and other programs funded by the U.S. Department of Housing and Urban Development (HUD) and locally-funded programs for the LACDA.

#### A. Announcement and Distribution of Request for Statement of Qualifications (RFSQ) and Request for Proposals (RFP)

On March 5, 2021, announcements were posted on the LACDA's and County WebVen websites for twenty-eight (28) days and released over 513 email notices to environmental firms identified on both websites. In the solicitation for ESAC Services, 99 firms downloaded a copy of the solicitation package and for EDC services, 86 firms downloaded a copy of the solicitation package.

#### B. Statement of Qualification and Request for Proposal Results

On April 2, 2021, six firms submitted statement of qualifications (SOQ) for ESAC services. The SOQs were evaluated and based on the RFSQ requirements and rating process. The final scores were as follows:

<u>Bidder</u>	<u>Score</u>
Terraphase Engineering Inc.	805
EFI Global, Inc.	758
Rincon Consultants, Inc.	740
ATC Group Services LLC	687
ACC Environmental Consultants, Inc.	675
Ambient Environmental, Inc.	508

Terraphase Engineering, Inc., EFI Global, Inc., and Rincon Consultants, Inc. were selected as the firms most qualified to provide ESAC services for the LACDA.

Also on April 2, 2021, two firms submitted proposals for EDC services, one of which was disqualified for not meeting the RFP requirements. The remaining proposal was evaluated and based on RFP requirements and rating process, Rincon Consultants, Inc. was selected to provide EDC services for the LACDA.

C. Minority/Woman Ownership

<u>Bidder</u>	<u>Ownership</u>
Terraphase Engineering Inc.	Non-Minority
EFI Global, Inc.	Non-Minority
Rincon Consultants, Inc.	Non-Minority
ATC Group Services LLC	Non-Minority
ACC Environmental Consultants, Inc.	Non-Minority
Ambient Environmental, Inc.	Woman-owned

The LACDA conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the LACDA.

The recommended award of Contract is being made in accordance with the LACDA's policies and federal regulations, and without regard to race, creed, color, or gender.