

STAFF REPORT

City of Lancaster

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MVB

Date: September 14, 2010

To: Mayor Parris and City Council Members

From: Elizabeth Brubaker, Director Housing & Neighborhood Revitalization

Subject: **Professional Services Agreement with Stuart Consulting to Perform the Long-Term Monitoring of the HOME Investment Partnership Program for 2010**

Recommendation:

Approve a Professional Services Agreement with Stuart Consulting to perform the Long-Term Monitoring of the HOME Investment Partnership Program for 2010 in an amount not to exceed \$50,000. The Long-Term Monitoring of the HOME Investment Partnership Program is required by the U.S. Department of Housing and Urban Development (HUD) pursuant to Title 24 of the Codified Federal Regulations, Part 92 for the HOME Investment Partnership Program Final Rule.

Fiscal Impact:

Appropriate \$30,000.00 to expenditure account number 391-4725-771 and \$20,000.00 to expenditure account number 391-4720-770 from HOME Program Administrative Expenses, which can only be utilized for eligible expenses directly related to the administration of the HOME Program.

Background:

The City of Lancaster has received eleven awards of HOME funds from the State of California Department of Housing and Community Development Department. The City of Lancaster is responsible to the State for the Long-Term Monitoring of HOME-assisted rental projects for the entire period of affordability. The State, as a participating jurisdiction, is responsible to HUD to ensure continued compliance with federal and state regulations.

The primary objective of the HOME Program is to provide workforce housing opportunities through program partnerships with local government entities to assist families and individuals secure decent, safe, and sanitary shelter and to increase the aesthetics of the area, improve the stability of existing neighborhoods, and provide improved infrastructure for the citizens of Lancaster.

Staff has received recommendations and determined Stuart Consulting to be the best qualified consultant based upon experience, responsiveness, the interview process and past successful performance. Stuart Consulting is prepared to work with staff to perform the Long-Term Monitoring Process in a timely manner. The agreement may be renewed annually in coordination with submittal of the Proposal for Consulting Services and with continued effective performance and compliance with terms set forth in the agreement.