

A REGULAR MEETING OF THE HOUSING AUTHORITY
OF THE COUNTY OF SAN BERNARDINO
TO BE HELD AT 715 E. BRIER DRIVE
SAN BERNARDINO, CALIFORNIA
AUGUST 11, 2010 AT 10:00 A.M.

Amended Agenda
Posted: August 5, 2010
Time: 5:30 pm

AGENDA

1. Call to Order and Roll Call
2. Approval of the minutes of the regular meeting of July 14, 2010 (pages 1-15)
3. Additions or deletions to the agenda
4. Public Comment
5. RECOGNITION – Malcolm Hunter
6. PRESENTATION – 2010 College Scholarship Awards
7. MOTION - Approval to award a contract for General Legal Counsel Services to Best, Best & Krieger, LLP for a two-year base period, and one-year renewal, for a total three-year contract period, in an amount not to exceed \$300,000 (pages 16 – 20)
8. MOTION - Approval to award contracts for Plumbing Maintenance & Repairs to ER Block Plumbing, Inc. and Montgomery Plumbing, Inc. in an aggregate amount not to exceed \$300,000 for a two-year period (pages 21 – 23)
9. MOTION - Approval to authorize the Executive Director to negotiate a contract for Architectural, Urban Design Master Planning Services – Mixed-Finance/ Mixed-Income/Mixed-Use Redevelopment with Pyatok Architects, Inc. for the redevelopment of the Waterman Gardens Public Housing site in San Bernardino, California (pages 24 – 27)
10. MOTION - Approval to award a contract to Career Institute for Career Development Training Services for the Broadband Technology Opportunity Program (BTOP) for a one-year base period, with two single-year options, for a total of three years in an amount not to exceed \$337,500 (pages 63 – 64)
11. DISCUSSION – Request to participate with the City of San Bernardino and Behavioral Health on developing 8-12 units of Transitional Age Youth housing
12. DISCUSSION - Redevelopment of Lugonia Avenue in Redlands & Waterman Gardens in San Bernardino

APPROVAL OF CONSENT ITEMS: #13 - 20

13. Approving vacated accounts to be written off to collection loss for the month ending June 2010 (pages 28 – 34)
14. Summary of Activities (page 35)

15. Development Project Status Report (page 36)
16. Summary of Public Information/Government Relations (pages 37 – 38)
17. Status and Financial Statements for Housing Choice Voucher Program (pages 39 – 44)
18. Status and Financial Statements for the Public Housing Program (pages 45 – 51)
19. Status and Financial Statements for Authority-Owned & Affiliate-Owned Units (pages 52 – 59)
20. Quarterly Investment Report (pages 60 – 62)
21. CLOSED SESSION:
 - A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to California Government Code, Section 54957
Title: Executive Director
 - B. CONFERENCE WITH LEGAL COUNSEL - POSSIBLE INITIATION OF LITIGATION
Pursuant to California Government Code, Section 54956.9(c)
2 Potential Cases
 - C. CONFERENCE WITH LEGAL COUNSEL - POSSIBLE INITIATION OF LITIGATION
Pursuant to California Government Code, Section 54956.9(c)
1 Potential Case
 - D. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Pursuant to California Government Code 54956.9(b)
1 Potential Case
22. Other Business –
23. Adjourn

It is the intention of the Housing Authority of the County of San Bernardino ("HACSB") to comply with the Americans with Disabilities Act (ADA). If you require special assistance beyond what is normally provided, HACSB will attempt to accommodate you in every reasonable manner. Please contact Alison Crawford, Director, Administrative Services at 909-890-0644 at least 48 hours prior to the meeting to inform us of your particular needs.

MEMORANDUM

Date: August 5, 2010

To: Board of Commissioners

From: Susan Benner, Executive Director

RE: MOTION-Approval to Award Contract to **Career Institute** for Career Development Training Services for the Broadband Technology Opportunity Program (BTOP) –for a one-year base period, with two single-year options, for a total of three years in an amount not to exceed \$337,500.

BACKGROUND:

On February 19, 2010, the Housing Authority of the County of San Bernardino (HACSB) received a grant award for the Broadband Technology Opportunity Program (BTOP), which is a Recovery Act (i.e., “stimulus”) grant program. The Recovery Act appropriated \$7.2 billion to expand broadband access to unserved and underserved communities across the U.S., increase jobs, spur investments in technology and infrastructure, and provide long-term economic benefits through a competitive grant process. BTOP will provide grant funding for broadband infrastructure, public computer centers and sustainable broadband adoption projects.

On March 10, 2010, the Board of Commissioners awarded a contract to Work Image Network (WIN) to provide career-development training services throughout the grant period.

HACSB staff has attempted to work with WIN to get the career development training program implemented. However, WIN has been unable to implement the program in a satisfactory manner. They have failed to initiate the required contracted services in a timely manner; failed to provide adequate information for federal reporting; and have failed to meet the overall scope of work for the BTOP project. Therefore, HACSB has notified WIN that we will cancel the contract for breach, due to non-performance of their responsibilities.

The non-performance of WIN has caused HACSB to be unable to complete the projected milestones for the reporting period, which could jeopardize the funding for the grant. Therefore, a new contractor is required to provide the services.

PROCESS:

The BTOP requirements do not permit a delay, which would result from conducting a formal competitive solicitation process to locate a substitute contractor. To rectify our compliance with the BTOP grant, HACSB contacted three organizations who could provide the career-development training services required under the grant. The three firms contacted were San Bernardino Employment and Training Agency (SBETA), One Step Workshops, Inc., and Career Institute. SBETA and One Step Workshops, Inc. were unable to prepare and implement a customized program in the time needed under the BTOP grant.

Career Institute is currently providing career development in a summer program to our young adults under a Recovery Act funded program. The Career Institute program currently operates at our neighborhood networks. Their program includes all of the elements contained in the

terminated contract; such as mentoring, computer skills, resume building, online job search, mock interviews, and personal financial planning for self-sufficiency.

Career Institute has sufficient resources to expand their current program to include adults of all ages to the program and comply with all requirements of the BTOP grant funding.

JUSTIFICATION:

HUD Procurement regulations allow for non-competitive procurements based on justification in **24 CFR 85.36(d)(4)(i)(B)**, which states an exemption may be made if “after a solicitation of a number of sources, competition is deemed inadequate” and “the public exigency or emergency for the requirement will not permit a delay resulting for competitive solicitation.” Therefore, we are asking the Board to approve a non-competitive award to Career Institute to provide career- development training services for the BTOP grant.

RECOMMENDATION:

Staff recommends award of a contract to the Career Institute for Career Development Training Services for the Broadband Technology Opportunity Program (BTOP) –for a one-year base period, with two single-year renewal options, for a three-year period, in an amount not to exceed \$337,500.