

# **A G E N D A**

## **BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED**

**Regular Meeting  
Tuesday, May 18, 2021  
12:00 p.m.**

### **Closed session immediately following**

Housing Authority of the County of Merced  
Administrative Building  
405 "U" Street  
Board Room – Building B (Second Floor)  
Merced, CA 95341  
(209) 386-4139

Rick Osorio, Chairperson  
Hub Walsh, Vice-Chair  
Evelyn Dorsey  
Jack Jackson  
Margaret Pia  
Jose Resendez  
Rachel Torres

**All persons requesting disability related modifications or accommodations may contact the Housing Authority of the County of Merced at (209) 386-4139, 72 hours prior to the public meeting.**

All supporting documentation is available for public review in the office of the Clerk of the Board located in the Housing Authority Administration Building, Second Floor, 405 "U" Street, Merced, CA 95341 during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

The Agenda is available online at [www.merced-pha.com](http://www.merced-pha.com)

**Use of cell phones, pagers, and other communication devices is prohibited while the Board Meeting is in session. Please turn all devices off or place on silent alert and leave the room to use.**

### **I. CALL TO ORDER AND ROLL**

### **II. UNSCHEDULED ORAL COMMUNICATION**

#### **NOTICE TO THE PUBLIC**

This portion of the meeting is set aside for members of the public to comment on any item within the jurisdiction of the Commission, but not appearing on the agenda. Items presented under public comment may not be discussed or acted upon by the Commission at this time.

For items appearing on the agenda, the public is invited to comment at the time the item is called for consideration by the Commission. Any person addressing the Commission under Public Comment will be limited to a 5-minute presentation.

All persons addressing the Commission are requested to state their name and address for the record.

### **III. COMMISSIONER and/or AGENCY ADDITIONS/DELETIONS TO THE AGENDA**

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

### **IV. APPROVAL OF THE FOLLOWING MEETING MINUTES**

1. April 20, 2021, Regular Meeting

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_



**V. CONSENT CALENDAR:**

1. Rent Delinquency Report April 2021
2. Track Summary Report April 2021
3. Financial Reports for April 2021

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

**VI. INFORMATION/DISCUSSION ITEM(S)**

1. Staff Report – Intent to Solicit for Contractors
2. Staff Report – Section 3 Plan Updates

**VII. EXECUTIVE DIRECTOR REPORT**

1. Migrant Center Openings
2. Emergency Housing Vouchers

**VIII. WRITTEN CORRESPONDENCE**

None

**IX. RESOLUTION ITEM(S)**

1. **Resolution No. 2021-05:** Approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 21-OMS-16186 for the Atwater/Livingston Migrant Center.

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

2. **Resolution No. 2021-06:** Approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 21-OMS-16187 for the Rafael Silva/Los Banos Migrant Center.

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

3. **Resolution No. 2021-07:** Approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 21-OMS-16189 for the Felix Torres Migrant Center.

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

4. **Resolution No. 2021-08:** Approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 21-OMS-16188 for the Merced Migrant Center.

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_



**X. ACTION ITEM(S)**

None

**XI. COMMISSIONER'S COMMENTS**

**XII. CLOSED SESSION ITEM(S)**

None

**XIII. ADJOURNMENT**

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_



# **MINUTES**

## **BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED**

**Regular Meeting  
Tuesday, April 20, 2021**

- I. The meeting was called to order by Chairperson Jackson at 12:02 p.m. and the Secretary was instructed to call the roll.

**Commissioners Present:**

Rick Osorio, Chair Person  
Hud Walsh, Vice Chairperson  
Evelyn Dorsey  
Jack Jackson  
Margaret Pia  
Jose Resendez  
Rachel Torres

**Commissioners Absent:**

None

Chairperson Jackson declared there was a quorum present.

**Staff Present:**

Rosa Vazquez, Executive Director/Board Secretary  
Samuel L. Emerson, Legal Counsel  
Cliff Hatanaka, Finance Officer  
Blanca Arrate, Director of Housing Programs  
Soly Keller, Acting Director of Housing Programs  
Melina Basso, Director of Procurement & Asset Management  
Maria F. Alvarado, Clerk of the Board

**Others Present:**

None

**II. UNSCHEDULED ORAL COMMUNICATION**

None

**III. COMMISSIONER and/or AGENCY ADDITIONS/DELETIONS TO THE AGENDA**

None

(M/S/C): Commissioner Pia/Commissioner Dorsey/Motion Passed



#### **IV. APPROVAL OF THE FOLLOWING MEETING MINUTES**

1. March 16, 2021 Annual Meeting

(M/S/C): Commissioner Pia/Commissioner Walsh/Motion Passed

#### **V. CONSENT CALENDAR**

1. Rent Delinquency Report for March 2021
2. Track Summary Report for March 2021
3. Financial Reports for March 2021

(M/S/C): Commissioner Pia/Commissioner Jackson/Motion Passed

#### **VI. INFORMATION AND DISCUSSION ITEM(S)**

None

#### **VII. EXECUTIVE DIRECTOR REPORT**

1. The Authority has begun the annual process of reviewing and revising the Authority's Annual, Administrative, and ACOP plans. Once complete the revisions will be available for public review and subsequent Board and HUD approval.
2. The Authority has been invited to participate in the Regional Planning meeting. This meeting addresses housing issues throughout Merced County.
3. The Authority continues to partner with the Continuum of Care and the Coordinated Entry System (CES) subcommittee. The Authority allocated one hundred and fifty vouchers exclusively for the homeless population. Of the one hundred and fifty voucher allocation one hundred and thirty-nine vouchers are under contract and eleven are searching for housing. Additionally, there are approximately ten to fifteen applications pending for available vouchers.

Commissioner Torres entered the meeting at 12:07 p.m.

#### **VIII. WRITTEN CORRESPONDENCE**

None

#### **IX. RESOLUTIONS ITEM(S)**

1. **Resolution No. 2021-03:** Awarding the Public Housing Unit Modification contract to CNW Construction Inc. and authorize the Executive Director, Rosa Vazquez, to sign or take any other action necessary to carry out the completion of the work.

(M/S/C): Commissioner Jackson/Commissioner Pia/Motion Passed



2. **Resolution No. 2021-04:** Awarding the Property Management Services contract to EBMC and authorize the Executive Director, Rosa Vazquez, to sign or take any other necessary action necessary to carry out the completion of the work.

(M/S/C): Commissioner Walsh/Commissioner Resendez/Motion Passed

**X. ACTION ITEM(S)**

None

**XI. COMMISSIONER'S COMMENTS**

The Board expressed their pleasure in seeing Commissioner Resendez in attendance. Vice-Chair Walsh thanked the Authority for addressing a constituent complaint received by the Vice-Chair and County Supervisor. Further discussion will be had regarding the bond issuance for Merced Commons II.

Commissioner Jackson recused himself from closed session.

**XII. CLOSED SESSION ITEM(S)**

The Board of Commissioners entered closed session at 12:31 p.m. The following people were present:

Board Members

Rick Osorio, Chair  
Hub Walsh, Vice-Chair  
Evelyn Dorsey  
Margaret Pia  
Jose Resendez  
Rachel Torres

Others Present

Rosa Vazquez, Executive Director/Board Secretary  
Samuel L. Emerson, Legal Counsel  
Maria F. Alvarado, HR Manager/Board Clerk

- A. Pursuant to Government Code §54967.9(b)  
Conference with Legal Counsel – Anticipated Litigation

The Board returned to Regular Session at 12:42 p.m. Direction given to staff.

**XIII. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 12.45 p.m.

(M/S/C): Commissioner Jackson/Commissioner Torres/Motion Passes

\_\_\_\_\_  
Chairperson Signature

Date: May 18, 2021

\_\_\_\_\_  
Secretary Signature

Date: May 18, 2021



## Aged Receivables Report as of 4/30/2021

Property	0 - 30 days	31 - 60 days	61 - 90 days	Over 90 days	Total Unpaid Charges	Balance
<b>AMP 1</b>						
ca023001 PH - Merced	4,174.01	(331.00)	(444.45)	836.49	4,235.05	4,235.05
ca023010 PH - Merced	2,969.85	1,732.00	1,111.71	881.91	6,695.47	6,695.47
ca023013 PH - Merced Sr	744.00	45.35	-	-	789.35	789.35
ca023021 PH - Acquisition					-	-
ca023023 PH - Acquisition					-	-
<b>AMP 1 TOTALS</b>	<b>7,887.86</b>	<b>1,446.35</b>	<b>667.26</b>	<b>1,718.40</b>	<b>11,719.87</b>	<b>11,719.87</b>
<b>AMP 2</b>						
ca023003 PH - Atwater - Cameo	403.00	156.00	156.00	411.00	1,126.00	1,126.00
ca023006 PH - Livingston	2,275.94	874.00	(69.01)	(1,679.65)	1,401.28	1,401.28
012a PH - Atwater	2,220.07	1,559.54	830.49	7,265.66	11,875.76	11,875.76
012b PH - Winton	24.60	-	-	(251.00)	(226.40)	(226.40)
<b>AMP 2 TOTALS</b>	<b>4,923.61</b>	<b>2,589.54</b>	<b>917.48</b>	<b>5,746.01</b>	<b>14,176.64</b>	<b>14,176.64</b>
<b>AMP 3</b>						
ca023002 PH - Los Banos	1,170.00	(266.00)	1.00	244.00	1,149.00	1,149.00
ca023004 PH - Los Banos - Abby, B, C & D	1,215.00	1,171.19	883.00	2,075.10	5,344.29	5,344.29
ca023005 PH - Dos Palos - West Globe	841.32	124.00	14.00	-	979.32	979.32
ca023011 PH - Los Banos - J & K St	129.00	(711.00)	(460.00)	-	(1,042.00)	(1,042.00)
012c PH - Dos Palos - Alleyne	1,330.39	789.00	789.00	6,430.00	9,338.39	9,338.39
012d PH - Dos Palos - Globe	3.00	740.00	740.00	(4.90)	1,478.10	1,478.10
<b>AMP 3 TOTALS</b>	<b>4,688.71</b>	<b>1,847.19</b>	<b>1,967.00</b>	<b>8,744.20</b>	<b>17,247.10</b>	<b>17,247.10</b>
<b>AMP 4</b>						
ca023024 PH - 1st Street	(63.65)	-	-	(99.00)	(162.65)	(162.65)
<b>AMP 4 TOTALS</b>	<b>(63.65)</b>	<b>-</b>	<b>-</b>	<b>(99.00)</b>	<b>(162.65)</b>	<b>(162.65)</b>
<b>VALLEY VIEW</b>						
atw Atwater Elderly					-	-
dp Dos Palos Elderly					-	-
mid Midway	-	-	-	200.00	200.00	200.00
pbc-b-atw	936.00	252.00	72.50	(2,099.01)	(838.51)	(838.51)
pbc-b-dp	775.28	73.00	(45.00)	(1,361.72)	(558.44)	(558.44)
pbc-p-mid	1,367.24	586.00	1,009.00	1,116.32	4,078.56	4,078.56
<b>VALLEY VIEW TOTALS</b>	<b>3,078.52</b>	<b>911.00</b>	<b>1,036.50</b>	<b>(2,144.41)</b>	<b>2,881.61</b>	<b>2,881.61</b>
<b>FELIX TORRES YEAR ROUND</b>						
ft-yr Felix Torres Year Round Center	7,279.00	2,957.00	1,643.00	3,214.00	15,093.00	15,093.00
<b>FELIX TORRES YEAR ROUND TOTALS</b>	<b>7,279.00</b>	<b>2,957.00</b>	<b>1,643.00</b>	<b>3,214.00</b>	<b>15,093.00</b>	<b>15,093.00</b>
<b>HOUSING AUTHORITY TOTALS</b>	<b>27,794.05</b>	<b>9,751.08</b>	<b>6,231.24</b>	<b>17,179.20</b>	<b>60,955.57</b>	<b>60,955.57</b>

**PHAS Tracking Summary**  
**Fiscal Year Ending 09/30/21**

Indicators		Estimated Status at End of Month											
Sub-Indicator #1	Performance Scoring	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Lease Up Days		293	340	375	415	415	417	510					
Average Lease Up Days		37	31	31	30	30	26	30					
Make Ready Time		472	542	575	639	639	692	705					
Average Make Ready Days		59	49	48	46	46	43	41					
Down Days		8	8	9	11	11	13	21					
Average Down Days		1	1	1	1	1	1	1					
Total # Vacant Units Turned		8	11	12	14	14	16	17					
Total # Turn Around Days		773	890	959	1065	1065	1122	1236					
Average Turn Around Days (To Date)	A = 0-20 B = 21-25 C = 26-30 D = 31-40 F = more than 50	97	81	80	76	76	70	73					

% Emergency Work Orders Abated W/in 24 hours	A = 99% B=98% C=97% D=96% E=95% F= less than 95%	100%	100%	100%	100%	100%	100%	100%					
Average # days to complete Non-Emergency Work Orders	A = 25 days or less B=26-36 C=31-40 D=41-50 E=51-60 F= greater than 60	38	38	44	43	41	32	28					



## STAFF REPORT

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Melina Basso, Director of Development and Asset Management

**DATE:** May 18, 2021

**SUBJECT:** Intent to Solicit for Contractors: Unit bathroom modification, GPNA/EA services, as-needed plumbing services, and asphalt at various developments.

The Housing Authority of the County of Merced (Authority) owns several residential developments throughout Merced County, specifically Merced, Atwater, Winton, Livingston, Los Banos, and Dos Palos. The Authority has various projects in the process of being planned for solicitation during the coming months. The current chronological order the Authority will be soliciting for contractors for the following projects are as follows: Renovating and modifying a bathroom for a unit at a Merced development, Green Physical Needs Assessment (GPNA), an Environmental Assessment (EA) reports, as-needed plumbing services, and asphalt replacements at several Public Housing (PH) developments.

The Authority will first be issuing a Quote for Small Purchases (QSP) for the unit bathroom modification project. This particular unit in Merced has extensive plumbing issues that might require modification to the concrete below the tub which requires a general contractor instead of a plumber. Moreover, the bathroom is rather outdated so while the work is done on the plumbing, the entire bathroom will be renovated and modernized. A scope of work has been prepared by the Authority.

Secondly, the Authority will be publishing a QSP to solicit licensed contractors to complete GPNA and EA reports for all Authority owned PH developments. These reports are for both the Authority to use to assess the capital needs of the developments, and to provide HUD an overview of the use of Capital Fund Grants. A scope of work with more exact guidelines is currently being prepared.

Next, the Authority will solicit via a QSP for plumbing companies to provide as-needed plumbing services to all of the PH developments. The Authority maintains a pool of vendors for services like plumbing and HVAC repair to pull from when a unit requires repair beyond the Authority's maintenance team's ability. The top two contractors out of all the proposals received will make up the pool that the Authority can pull from. A scope of work has been completed that illustrates exactly what is expected of the pool of contractors.

Lastly, the Authority will be publishing an Invitation for Bids (IFB) to solicit licensed contractors to remove and replace the asphalt at various PH developments. The asphalt

is worn and cracked A scope of work with more exact guidelines is currently being prepared.

The Authority will seek sealed proposals and bids as required by the Authority's procurement policy by conducting widespread advertising both electronically and physically as well as sending notifications and proposal packets to the local Central Valley Builders Exchange.

Recommendations to award required contracts are anticipated to be submitted to the Board of Commissioners for approval at the June meeting.

## STAFF REPORT

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Rosa Vazquez, Executive Director

**DATE:** May 18, 2021

**SUBJECT:** Review of the Section 3 Plan

Section 3 is a provision of the Housing and Urban Development (HUD) Act of 1968. The purpose of Section 3 is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons. Public Housing Authorities, other HUD grantees, and their contractors are required to notify Section 3 businesses about the availability of HUD-funded contracts to solicit bid proposals.

On September 29, 2020, HUD published a Final Section 3 Rule, updating the 1994 Interim Rule. For your review is the updated Section 3 plan that incorporates the major changes.

**The Final Rule eliminates the “new hire” compliance standard in favor of an “hours worked” standard.** Under the Interim Rule, a Section 3 covered employer was presumed to be in compliance with hiring requirements if at least 30% of all new hires were Section 3 residents (residents of public housing, low-income residents of the area in which a HUD-assisted project is located, or YouthBuild participants).

**The Final Rule changes the definition of Section 3 resident (now called “Section 3 worker”).** A Section 3 worker is a worker who currently fits or when hired within the past five years fit at least one of the following categories: (1) met HUD’s income limits in the previous calendar year, (2) is employed by a Section 3 business concern, or (3) is a YouthBuild participant. HUD states that the 5-year lookback period is intended to reward retention of Section 3 workers.

**The Final Rule adds a new preference and definitions for “Targeted Section 3 worker.”** In addition to establishing an “hours worked” benchmark for Section 3 workers, HUD will also establish a benchmark for “Targeted Section 3 worker.” There are two definitions of Targeted Section 3 worker – one for projects funded by public housing assistance and a different one for projects funded by housing and community development assistance. Workers employed by a Section 3 business concern qualify under both definitions. For public housing, targeted workers also include workers who currently or when hired (within the last 5 years) were residents of public or Section 8-assisted

housing or YouthBuild participants. For housing and community development assistance, targeted workers also include workers who currently or when hired (within the last 5 years) were living within the service area or neighborhood of the project or YouthBuild participants.

**The Final Rule eliminates the “dollar value” compliance standard for Section 3 contracting.** Instead, HUD will count all employees of a Section 3 business concern as Section 3 workers and Targeted Section 3 workers for purposes of meeting the “hours worked” employment safe harbors.

**The Final Rule changes the definition of Section 3 business concern.** A Section 3 business concern is a business concern meeting at least one of the following criteria, documented within the last six-month period: (1) at least 51% owned and controlled by low-income persons, (2) over 75% of the labor hours over the previous 3-month period are performed by Section 3 residents, or (3) at least 51% owned and controlled by current residents of public housing or Section 8 assisted housing.

**The Final Rule removes Section 3 monitoring and compliance responsibilities from FHEO.** The Final Rule places that responsibility within the applicable HUD program office (Public Housing or Community Planning and Development). Yet another office (Field Policy and Management) will receive and evaluate Section 3 reporting.

**The Final Rule eliminates the Section 3 complaint process.** People who are denied employment or contracting opportunities may still complain to the applicable HUD program office or to the Office of Field Policy and Management.

**The Final Rule lowers the coverage threshold for lead remediation and control projects and removes the per-contract threshold for all housing and community development projects.** The Interim Rule applied to all contracts worth at least \$100,000 on projects receiving at least \$200,000 in housing and community development assistance. The Final Rule reduces the per-project threshold to \$100,000 for lead remediation and control projects and eliminates the per contract threshold altogether. Instead, the recipient agency is responsible for meeting the Section 3 labor hour goals on a covered project, regardless of the size of individual contracts and subcontracts.

**The Final Rule changes (and relaxes) recordkeeping and reporting requirements.** The Final Rule requires PHAs and other recipient agencies to report the following benchmark data to HUD: (1) the total number of labor hours worked, (2) the total number of labor hours worked by Section 3 workers, and (3) the total number of labor hours worked by Targeted Section 3 workers. If a contractor or subcontractor does not track labor hours on a project, the PHA or recipient agency may accept their “good faith assessment” of hours worked in each of those categories.

**HOUSING AUTHORITY OF THE CITY OF MERCED**  
Merced, California

**SECTION 3 PLAN**

<b>Adopted by PHA Board of Commissioners</b>	
<b>Resolution No.:</b>	_____
<b>Date of Adoption:</b>	_____
<b>Effective Date of Implementation:</b>	_____

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## SECTION 3 PLAN

### BACKGROUND

Section 3 of the Housing and Urban Development (HUD) Act of 1968, as amended by the Housing and Community Development Act of 1992 (Section 3), contributes to the establishment of stronger, more sustainable communities by ensuring that employment and other economic opportunities generated by Federal financial assistance for housing and community development programs are, to the greatest extent feasible, directed toward low- and very low-income persons, particularly those who are recipients of government assistance for housing.

Section 3 recognizes that HUD funds are often one of the largest sources of Federal funds expended in low- and very low-income communities and, where such funds are spent on activities such as construction and rehabilitation of housing and other public facilities, the expenditure results in economic opportunities.

By directing HUD-funded economic opportunities to residents and businesses in the community where the funds are expended, the expenditure can have the dual benefit of creating new or rehabilitated housing and other facilities while providing opportunities for employment and training for the residents of these communities.

### PHA SECTION 3 PLAN OBJECTIVES

The Housing Authority of the City of Merced (hereinafter referred to as PHA) has developed a Section 3 Plan (Plan) to identify the goals, objectives, and actions that the PHA will implement to ensure the awarding of contracts to contractors, vendors, and suppliers, create employment and business opportunities for residents of the PHA and other qualified low- and very low-income persons residing in within the metropolitan area (or non-metropolitan county) in which the assistance is expended. The PHA's efforts to promote Section 3 objectives will be consistent with existing Federal, state, and local laws and regulations.

The PHA requires all contractors, vendors, and suppliers to provide equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, disability, age, familiar status, marital status, actual or perceived sexual orientation, gender identity, or economic status and to take affirmative action to ensure that both existing employees and applicants are given fair and equal treatment.

The PHA has incorporated Section 3 requirements in its existing Procurement Policy and includes a copy of this Plan in all procurements generated for use with HUD funding. This Plan contains goal requirements for awarding contracts to Section 3 business concerns.

This Plan shall result in a reasonable level of recruitment, employment, and utilization of PHA residents and other eligible persons and business by PHA contractors working on contracts partially or wholly funded by Federal monies. The PHA shall examine and consider a contractor's, vendor's, or supplier's potential for success by providing employment and business opportunities to the PHA's residents prior to acting on any proposed contract award.

All contractors, vendors, suppliers seeking Section 3 preference must, before submitting bids/proposals to the PHA, be required to complete certifications, as appropriate, as acknowledgement of the Section 3 contracting and employment provisions required. Such certifications shall be adequately supported with appropriate documentation as referenced in this Plan.

## **APPLICABILITY**

Section 3 requirements apply to the public housing financial assistance and Section 3 projects as follows:

- Public Housing Financial Assistance:
  - Development assistance provided pursuant to Section 5 of the U.S. Housing Act of 1937;
  - Operations and management assistance provided pursuant Section 9(e) of the U.S. Housing Act of 1937 (Operating Fund);
  - Development, modernization, and management assistance provided pursuant Section 9(d) of the U.S. Housing Act of 1937 (Capital Fund); and
  - The entirety of mixed-finance development project regardless of whether the project is fully or partially assisted with public housing financial assistance.
- Housing and Community Development Section 3 Projects:
  - Housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of \$200,000.
  - The threshold is \$100,000 where the assistance is from the Lead Hazard Control and Healthy Homes programs, the Lead-Based Paint Poisoning Prevention Act, and the Residential Lead-Based Paint Hazard Reduction Act of 1992.
  - The project is the site or sites together with any building(s) and improvements located on the site(s) that are under common ownership, management, and financing.
  - The requirements apply to an entire Section 3 project regardless of whether the project is fully or partially assisted under HUD programs that provide housing and community development financial assistance.
- Other HUD Assistance and Other Federal Assistance  
Recipients that are not subject to Section 3 are encouraged to consider ways to support the purpose of Section 3.



**NOTICE OF FUNDING AVAILABILITY (NOFA)**

All NOFAs issued by HUD that announce the availability of funding that covers public housing financial assistance and Section 3 projects will include notice that Section 3 is applicable to funding and may include as appropriate for specific NOFAs points or bonus points for Section 3 Plans.

- Where Section 3 is applicable, the inclusion of specific requirements in the regulation regarding the NOFA does not change the PHA's obligation to have a compliant Section 3 implementation strategy.
- Similarly, where Section 3 is not applicable, the regulatory language would not apply.

**CHANGES IN LAWS AND REGULATIONS**

All issues not addressed in this Section 3 Plan related to the Section 3 program are governed by the Code of Federal Regulations, HUD handbooks and guidebooks, Federal Registers, memos, notices, guidelines, and other applicable law.

In the event an applicable HUD law or regulation is modified or eliminated, the revised law or regulation shall, to the extent inconsistent with this Section 3 Plan, automatically supersede this Section 3 Plan.

## REQUIREMENTS

The PHA has established employment, training, and contracting requirements consistent with existing Federal, state, and local laws and regulations to meet and comply with Section 3 requirements.

### A. Employment and Training

The PHA and its contractors or subcontractors will make their best efforts to provide employment and training opportunities to Section 3 workers in the following order of priority:

1. To residents of public housing projects for which the public housing financial assistance is expended;
2. To residents of other public housing projects managed by the PHA that is providing the assistance or for residents of Section 8-assisted housing managed by the PHA;
3. To participants in YouthBuild programs; and
4. To low- and very low-income persons residing within the metropolitan area (or non-metropolitan county) in which the assistance is expended.

### B. Contracting

1. The PHA and its contractors or subcontractors will make their best efforts to award contracts and subcontracts to business concerns that provide economic opportunities to Section 3 workers in the following order of priority:
  - a. To Section 3 business concerns that provide economic opportunities for residents of the public housing projects for which the assistance is provided;
  - b. To Section 3 business concerns that provide economic opportunities for residents of other public housing projects or Section-8 assisted housing managed by the PHA that is providing the assistance;
  - c. To YouthBuild programs; and
  - d. To Section 3 business concerns that provide economic opportunities to Section 3 workers residing within the metropolitan area (or non-metropolitan county) in which the assistance is provided.
2. An executed "Section 3 Program Certification" form must be included with every bid or proposal. Bids or proposal without an executed Section Program Certification form will be considered non-compliant with the Request for Bids or Request for Proposals.
3. Within 15 calendar days of award of a contract by the PHA, the contractor shall publish a "Notice of Commitment" in a paper of daily distribution in the metropolitan or non-metropolitan county where the PHA is located listing potential training, employment, and contracting opportunities for low- and very low-income persons. The Notice of Commitment must also be posted on the public bulletin board of the PHA and at each construction job site.

## **ECONOMIC OPPORTUNITIES FOR LOW- AND VERY LOW-INCOME PERSONS**

For public housing financial assistance, the Section 3 statute requires PHAs to prioritize their efforts to direct employment and economic opportunities, training, and contracting efforts to specific groups of low- and very low-income individuals.

All employees of the PHA will complete an Employee Certification Form to be used by the PHA to determine its current Section 3 and Targeted Section 3 workers.

All applicants for employment with the PHA must complete an Applicant Certification form.

### **A. Section 3 Worker**

1. Any worker who currently fits or when hired within the past five (5) years fits at least one of the following categories, as documented:
  - a. The worker's income for the previous or annualized calendar year is below the income limit established by HUD.
  - b. The work is employed by a Section 3 business concern.
  - c. The worker is a YouthBuild participant.
2. The status of a Section 3 worker will not be negatively affected by a prior arrest or conviction.
3. Section 3 workers are not exempt from meeting the qualifications of the position to be filled.

### **B. Targeted Section 3 Workers**

A Targeted Section 3 worker for public housing financial assistance is a Section 3 worker who is:

1. Employed by a Section 3 business concern, or
2. Currently fits or when hired will fit at least one (1) of the following categories, as documented within the past five (5) years:
  - a. A resident of public housing or Section 8-based assisted housing,
  - b. A resident of other public housing projects or Section 8-assisted housing managed by the PHA that is providing the assistance, or
  - c. A YouthBuild participant.

### **C. Safe Harbor**

The primary objective is to reflect and monitor the PHA's ability to direct job opportunities that are generated by HUD financial assistance to Section 3 and Targeted Section 3 workers.

The PHA will certify compliance with the statutory priorities and meet or exceed the outcome benchmarks annually within 60 days of its fiscal year end.

### 1. Establishment of Benchmarks

HUD will establish Section 3 benchmarks for Section 3 workers or Targeted Section 3 workers or both through a document published in the Federal Register. The PHA will make every reasonable effort to comply with HUD established benchmarks as they may increase or decrease over time.

### 2. As allowed by HUD, the PHA will exclude professional services, which would be defined as non-construction services that require an advanced degree or professional licensing, from the total number of labor hours as such hours are excluded from the total number of labor hours to be reported. Professional services to be excluded includes but are not limited to.

- a. Contracts for legal services
- b. Financial consulting
- c. Accounting services
- d. Environmental assessment
- e. Architectural services
- f. Civil engineering services

### 3. Section 3 benchmarks consist of the following 2 ratios:

#### a. Section 3 Workers:

Twenty-five percent (25%) or more of the total number of labor hours worked by Section 3 workers divided by the total number of labor hours worked by all workers funded by public housing financial assistance in the PHA's fiscal year.

#### Example

Assume the PHA employs 20 full-time staff including all senior/executive/salaried staff

$$20 \times 2,080 \text{ (40h/p/w} \times 52 \text{ weeks)} = 41,600 \text{ hours worked annually}$$

25% of the total work hours to be worked by Section 3 workers

$$41,600 \times 25\% = 10,400$$

$$\begin{aligned} &\text{Divide 10,400 hours by 2,080} \\ &10,400 \div 2,080 = 5 \end{aligned}$$

The PHA must have 5 Section 3 workers

## b. Targeted Section 3 Workers:

Five percent (5%) or more of the total number of labor hours worked by Targeted Section 3 workers divided by the total number of labor hours worked by all workers funded by public housing financial assistance in the PHA's fiscal year.

**Example**

Assume the PHA employs 20 full-time staff including all senior/executive/salaried staff  
 $20 \times 2,080$  (40 h/p/w  $\times$  52 weeks) = 41,600 hours worked annually

5% of the total work hours to be worked by Targeted Section 3 workers  
 $41,600 \times 5\% = 2,080$

Divide 2,080 hours by 2,080  
 $2,080 \div 2,080 = 1$ .  
The PHA must have 1 Targeted Section 3 workers

## REPORTING REQUIREMENTS

The PHA will implement its Section 3 activities and comply with the reporting requirements this Plan starting with the PHA's full fiscal year after July 1, 2021. The PHA will track and report labor hours to measure total actual employment and the proportion of the total employment performed by low- and very low-income workers.

### A. Reporting of Labor Hours

Labor hours means the number of paid hours worked by person on a Section 3 project or by persons employed with funds that include public housing financial assistance.

1. The PHA will track and report:
  - a. The total number of labor hours worked by all workers,
  - b. The total number of labor hours worked by Section 3 worker; and
  - c. The total number of labor hours worked by Targeted Section 3 workers.
2. The labor hours for Section 3 workers and Targeted Section 3 workers will be counted for five (5) years from when their status as a Section 3 worker or Targeted Section 3 worker was established.

The PHA will define workers as Section 3 workers for a five-year period at the time, or when the workers are first certified as meeting the Section 3 worker definition.

3. The labor hours reported will include the total number of labor hours worked and paid with public housing financial assistance in the fiscal year of the PHA, including labor hours worked by any contractors and subcontractors that the PHA is required, or elects to report.
4. The PHA reporting, as well as contractors and subcontractors who report to the PHA, will report labor all hours by Section 3 workers and Targeted Section 3 workers from professional services without including labor hours from professional services in the total number of labor hours worked.
5. During the first fiscal year after July 1, 2021, the PHA may report on the labor hours of a contractor or a subcontractor based on the employer's good faith assessment of the labor hours of a full-time or part-time employee informed by the employer's existing salary or time and attendance-based payroll systems, unless the project or activity is otherwise subject to requirements specifying time an attendance reporting. This grace period is to allow contractors who do not utilize a time system to implement one. After that time, the PHA, its contractors and subcontractors must report on actual labor hours worked.

### B. Qualitative Reporting

If the PHA reporting indicates that the PHA has not met the Section 3 benchmarks, the PHA will report in a form prescribed by HUD on the qualitative nature of its Section 3 compliance activities and those of its contractors and subcontractors.

Qualitative efforts may include but are not limited to the following:

1. Engaging in outreach efforts to generate job applicants who are Targeted Section 3 workers.
2. Providing direct on-the-job training or apprenticeship opportunities.
3. Providing technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).
4. Providing or connecting Section 3 workers with assistance in seeking employment including: drafting resumes, preparing for interviews, and finding job opportunities connecting residents to job placement services.
5. Holding one or more job fairs.
6. Providing or referring Section 3 workers to services supporting work readiness and retention (e.g., work readiness activities, interview clothing, test fees, transportation, childcare).
7. Providing indirect training such as arranging for, contracting for, or paying tuition for, off-site training technical assistance to help Section 3 workers.
8. Providing assistance with applying for/or attending community college, a four-year educational institution, or vocational/technical training.
9. Assisting Section 3 workers to obtain financial literacy training and/or coaching.
10. Engaging in outreach efforts to identify and secure bids from Section 3 business concerns.
11. Providing technical assistance to help Section 3 business concerns understand and bid on contracts.
12. Dividing contracts into smaller jobs to facilitate participation by Section 3 business concerns.
13. Providing bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.
14. Promoting use of business registries designed to create opportunities for disadvantaged and small businesses.
15. Outreach, engagement, or referrals with the state one-stop system as defined in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.

### **C. RAD Conversions**

HUD has defined Targeted Section 3 workers to include residents of public housing and Section 8 housing, which means that the PHA must report on hiring of these types of HUD-assisted tenants, which includes tenants of RAD-converted Section 8 properties.

### **D. Reporting Frequency**

Unless otherwise provided, the PHA will report annually to HUD the labor hours, and where required, qualitative reporting, in a manner consistent with Section 3 reporting requirements.

1. Reporting is on an annual basis for ongoing endeavors such as PHA operations or multi-year infrastructure or disaster recovery efforts.
2. Discrete projects such as development of a singular multifamily apartment building, the reporting is on a project basis, and reported to HUD in the PHA's annual report corresponding to the year of the project's completion.

#### **E. Separate Reporting by Funding Source**

1. The PHA will be required to report by each separate funding source.
2. The Final Rule provided separate definitions for the types of funding and separate subparts relating to:
  - a. Public housing financial assistance, which covers:
    - 1) development assistance provided pursuant to Section 5 of the United States Housing Act of 1937 (the 1937 Act),
    - 2) operations and management assistance provided pursuant to Section 9(e) of the 1937 Act (Operating Fund), and
    - 3) development, modernization, and management assistance provided pursuant to Section 9(d) of the 1937 Act (Capital Fund).
  - b. Section 3 projects, which means housing rehabilitation, housing construction and other public construction projects assisted with HUD housing and community development assistance when the amount of the assistance to the project exceeds \$200,000, or \$100,000 where the assistance is from HUD's Lead Hazard Control and Healthy Homes programs.
3. Small PHAs with less than 250 public housing units will report qualitative efforts to meet Section 3 benchmarks.



## CONTRACT PROVISIONS

1. Required language
  - a. The PHA will include language in any agreement or contract to apply Section 3 to contractors.
  - b. The PHA will also require contractors to include language in any contract or agreement to apply Section 3 to subcontractors.
  - c. The PHA will also require all contractors and subcontractors to meet the requirements of employment, training, and contracting requirements, regardless of whether Section 3 language is included in contracts.
  - d. All unit and collective bargaining agreements must meet the requirements of employment, training, and contracting requirements.
  - e. The PHA will customize the contract language depending upon the contract. Such customization will include:
    - 1) The required percentage of hours to be worked by Section 3 and Targeted Section 3 workers;
    - 2) Documentation and document retention requirements, reporting requirements; and
    - 3) Penalties for non-compliance with Section 3 requirements.
2. RAD Conversions
  - a. Section 8 Project-Based Voucher (PBV) or Section 8 Project-Based Rental Assistance (PBRA) contracts are not covered by the statute.
  - b. HUD has administratively applied Section 3 during the RAD-related construction period even though not required by the RAD statute or the Section 3 statute. See RAD Notice Revision 4 and RAD program documents.

## **FUNDING SOURCES, RECORDKEEPING, AND COMPLIANCE**

### **A. Multiple Funding Sources**

If a housing rehabilitation, housing construction or other public construction project is subject to Section 3 public housing financial assistance or a Section 3 project, the PHA must follow the additional provisions for the public housing financial assistance. For such a project, the following applies:

1. The PHA receiving housing financial assistance will report on the housing rehabilitation, housing construction, or other public construction project as a whole and shall identify the multiple associated recipients.
2. The PHA will report the following information:
  - a. The total number of labor hours worked on the project;
  - b. The total number of labor hours worked by Section 3 workers on the project; and
  - c. The total number of labor hours worked by Targeted Section 3 workers on the project.

### **B. Recordkeeping**

The PHA shall make available to HUD access to all records, reports, and other documents or items that are maintained to demonstrate compliance with the requirements of Section 3 or that are maintained in accordance with the regulations governing the public housing financial assistance provided or otherwise made available to the PHA, subrecipient, contractor, or subcontractor.

1. The PHA will maintain documentation, and ensure that a subrecipient, contractor, or subcontractor that employs the worker to maintain documentation, to ensure that workers meet the definition of a Section 3 worker or Targeted Section 3 worker, at the time of hire or the first reporting period, as follows:
  - a. For a worker to qualify as a Section 3 worker, one of the following must be maintained:
    - 1) A worker's self-certification that their income is below the income limit from the prior calendar year;
    - 2) A worker's self-certification of participation in a means-tested program such as public housing or Section 8-assisted housing;
    - 3) Certification from the PHA, or the owner or property manager of project-based Section 8-assisted housing, or the administrator of tenant-based Section 8-assisted housing that the worker is a participant in one of their programs;
    - 4) An employer's certification that the worker's income from that employer is below the income limit when based on an employer's calculation of what the worker's wage rate would translate to if annualized on a full-time basis; or

- 5) An employer's certification that the worker is employed by a Section 3 business concern.
- b. For a worker to qualify as a Targeted Section 3 worker, one of the following must be maintained:
  - 1) A worker's self-certification of participation in public housing or Section 8-assisted housing programs;
  - 2) Certification from a PHA, or the owner or property manager of project-based Section 8-assisted housing, or the administrator of tenant-based Section 8-assisted housing that the worker is a participant in one of their programs;
  - 3) An employer's certification that the worker is employed by a Section 3 business concern; or
  - 4) A worker's certification that the worker is a YouthBuild participant.
2. The PHA will maintain the documentation for the time period required for record retention in accordance with applicable program regulations or, in the absence of applicable program regulations, for at least three (3) years following audit of completed contracts in accordance with 2 CFR part 200.
3. The PHA will report on Section 3 workers and Targeted Section 3 workers for five (5) years from when their certification as a Section 3 worker or Targeted Section 3 worker is established.
4. The PHA will maintain details of all qualitative efforts to meet Section 3 benchmarks including, but not limited to:
  - a. Memorandums of Agreement with reciprocating agencies;
  - b. Meeting agendas and sign in sheets for meetings with program participants and low- and very low-income residents of the metropolitan or non-metropolitan area;
  - c. Meeting agendas and sign in sheets for meetings with Section 3 business concerns;
  - d. Copies of all contracting and employment announcements including dates of publication, display, or distribution;
  - e. Minutes of pre-bid conferences where Section 3 requirements are discussed;
  - f. Documentation of outreach efforts to identify Section 3 businesses;
  - g. Section 3 employment questionnaires completed by applicants and program participants;
  - h. Section 3 employment questionnaires completed by current PHA employees between November 30, 2020 and end of first fiscal year in which reporting is required under the Final Section 3 Rule; and
  - i. Notices of training and employment readiness opportunities provided to low- and very low-income residents, public housing residents, and Section 8 program participants.

## C. Compliance

The PHA will maintain adequate records demonstrating compliance with the Section 3 requirements consistent with other recordkeeping requirement in 2 CFR part 200.

### 1. Complaints

Complaints alleging failure of compliance with Section 3 requirements may be reported to the HUD program office responsible for the public housing financial assistance or the Section 3 project, or to the local HUD field office.

### 2. Monitoring

- a. HUD will monitor the PHA's compliance with the requirements of Section 3.
- b. The applicable HUD program office will determine appropriate methods by which to oversee Section 3 compliance.
- c. HUD may impose appropriate remedies and sanctions in accordance with the laws and regulations for the program under which the violation was found.

## **DEFINITIONS**

### **Business Concern**

Means a business concern that meets at least one of the following criteria, documented within the last six-month period:

- It is at least 51% owned by low- or very low-income persons
- Over 75% of the labor hours performed for the business are performed by low- or very low-income persons
- It is a business at least 25% owned by current public housing resident or residents who currently live in Section 8-assisted housing

### **Contractor**

Any entity entering into a contract with:

- A recipient to perform work in connection with the expenditure of public housing financial assistance or for work in connection with a Section 3 project; or
- A subrecipient for work in connection with a Section 3 project.

### **Labor Hours**

The number of paid hours worked by persons on Section 3 projects or by persons employed with fund that include public housing financial assistance.

### **Low-Income Person**

An individual whose annual income does not exceed 80% of the median income for the area as determined by HUD.

### **Material Supply Contracts**

Contracts for the purchase of products and material, including, but not limited to lumber, drywall, wiring, concrete, pipes, toilets, sinks, carpets, and office supplies.

### **Professional Services**

Non-construction services that require an advanced degree or professional licensing, including, but not limited to, contracts for legal services, financial consulting, accounting services, environmental assessment, architectural services, and civil engineering services.

### **Public Housing Financial Assistance**

- Development assistance provided pursuant to Section 5 of the U.S. Housing Act of 1937;
- Operations and management assistance provided pursuant Section 9(e) of the U.S. Housing Act of 1937 (Operating Fund);
- Development, modernization, and management assistance provided pursuant Section 9(d) of the U.S. Housing Act of 1937 (Capital Fund); and

- The entirety of mixed-finance development project regardless of whether the project is fully or partially assisted with public housing financial assistance.

**Public Housing Project**

Low-income housing, and all necessary appurtenances thereto, assisted under the 1937 Act, other than assistance under 42 U.S.C. 1437f of the 1937 Act (section 8). The term "public housing" includes dwelling units in a mixed-finance project that are assisted by a public housing agency with public housing capital assistance or Operating Fund assistance. When used in reference to public housing, the term "project" means housing developed, acquired, or assisted by a PHA under the 1937 Act, and the improvement of any such housing.

**Recipient**

Any entity that receives directly from HUD public housing financial assistance or housing and community development assistance that funds Section 3 projects, including, but not limited to, any State, local government, instrumentality, PHA, or other public agency, public or private nonprofit organization.

Section 3 means Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u).

**Section 3**

The purpose of Section 3 is to ensure that, to the greatest extent feasible, employment, training, and business opportunities created by HUD financial assistance be directed to low and very low-income persons.

**Section 3 Business Concern**

A business concern meeting at least one of the following criteria, documented within the last six-month period:

- It is at least 51 percent owned and controlled by low- or very low-income persons;
- Over 75 percent of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers; or
- It is a business at least 51 percent owned and controlled by current public housing residents or residents who currently live in Section 8-assisted housing.

The status of a Section 3 business concern shall not be negatively affected by a prior arrest or conviction of its owner(s) or employees.

Nothing in this part shall be construed to require the contracting or subcontracting of a Section 3 business concern. Section 3 business concerns are not exempt from meeting the specifications of the contract and demonstrating their ability to meet contract requirements.

Section 3 business concerns will be given the opportunity to complete a "Section 3 Business Concern Certification" form that will be made available to potential bidders and proposers and utilized by the PHA.

**Section 3 Projects**

- Housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of \$200,000.
- The threshold is \$100,000 where the assistance is from the Lead Hazard Control and Healthy Homes programs, the Lead-Based Paint Poisoning Prevention Act, and the Residential Lead-Based Paint Hazard Reduction Act of 1992.
- The project is the site or sites together with any building(s) and improvements located on the site(s) that are under common ownership, management, and financing.

**Section 3 Worker**

Any worker who currently fits or when hired within the past five (5) years fit at least one of the following categories, as documented:

- The worker's income for the previous or annualized calendar year is below the income limit established by HUD.
- The worker is employed by a Section 3 business concern.
- The worker is a YouthBuild participant.

**Section 8-Assisted Housing**

Refers to housing receiving project-based rental assistance or tenant-based assistance under Section 8 of the 1937 Act.

**Service Area or the Neighborhood of the Project**

An area within one mile of the Section 3 project or, if fewer than 5,000 people live within one mile of a Section 3 project, within a circle centered on the Section 3 project that is sufficient to encompass a population of 5,000 people according to the most recent U.S. Census.

**Small PHA**

A public housing authority that manages or operates fewer than 250 public housing units.

**Subcontractor**

Any entity that has a contract with a contractor to undertake a portion of the contractor's obligation to perform work in connection with the expenditure of public housing financial assistance or for a Section 3 project.

**Subrecipient**

An entity, usually but not limited to non-Federal entities, that receives a subaward from a pass-through entity to carry out part of a Federal award; but does not include an individual that is a beneficiary of such award. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

**Targeted Section 3 Worker**

A Targeted Section 3 worker for public housing financial assistance means a Section 3 worker who is:

- A worker employed by a Section 3 business concern; or
- A worker who currently fits or when hired fit at least one of the following categories, as documented within the past five (5) years:
  - A resident of public housing or Section 8-assisted housing;
  - A resident of other public housing projects or Section 8-assisted housing managed by the PHA that is providing the assistance; or
  - A YouthBuild participant.

**Very Low-Income Person**

An individual whose annual income does not exceed 50% of the median income for the area as determined by HUD.

**Youthbuild Programs**

Refers to YouthBuild programs receiving assistance under the Workforce Innovation and Opportunity Act (29 U.S.C. 3226).



## **NOTICE**

The Nelrod Company has made its best efforts to comply with regulations, laws, and federal/local policies. The Nelrod Company does not offer advice on legal matters or render legal opinions. We recommend that this policy be reviewed by the Housing Authority's general counsel and/or attorney prior to approval by the Board of Commissioners.

The Nelrod Company is not responsible for any changes made to these policies by any party other than The Nelrod Company.

**Housing Authority of the County of Merced**  
**Financial Statement - AMP 1 (.fs-amp1)**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance Fav/-Unfav	% Var Fav/-Unfav	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME	371,665	388,722	-17,057	-4	777,449
TOTAL GRANT INCOME (1)	315,620	281,802	33,818	12	563,602
TOTAL INCOME	687,285	670,524	16,761	2	1,341,051
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3,4)	163,433	191,988	28,555	15	383,969
TOTAL TENANT SERVICES EXPENSES	1,575	702	-873	-124	1,400
TOTAL UTILITY EXPENSES	102,995	98,958	-4,037	-4	197,909
TOTAL MAINTENANCE EXPENSES (5)	170,227	174,324	4,097	2	348,640
TOTAL GENERAL EXPENSES	73,178	74,712	1,534	2	149,439
TOTAL HOUSING ASSISTANCE PAYMENTS	706	2,502	1,796	72	5,000
TOTAL FINANCING EXPENSES	25,170	25,164	-6	0	50,329
TOTAL NON-OPERATING ITEMS	18,858	18,858	0	0	37,716
TOTAL EXPENSES	556,142	587,208	31,066	5	1,174,402
NET INCOME	131,143	83,316	47,827	57	166,649

(1) Higher Operating Subsidy \$17M

(2) Lower Personnel Costs \$6M

(3) Lower legal \$6M

(4) Lower Asset Mgmt. Fees to be assessed at yearend \$10M

(5) Higher Maintenance Personnel-Medical Benefits - \$12M

**Housing Authority of the County of Merced**  
**Financial Statement - AMP 2 (.fs-amp2)**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance Fav/-Unfav	% Var Fav/-Unfav	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	274,201	312,762	-38,561	-12	625,531
TOTAL GRANT INCOME	184,446	172,164	12,282	7	344,329
TOTAL INCOME	458,647	484,926	-26,279	-5	969,860
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3)	101,929	133,950	32,021	24	267,899
TOTAL TENANT SERVICES EXPENSES	2,251	798	-1,453	-182	1,600
TOTAL UTILITY EXPENSES (4)	83,517	93,288	9,771	10	186,560
TOTAL MAINTENANCE EXPENSES	109,821	136,716	26,895	20	273,417
TOTAL GENERAL EXPENSES	57,995	57,414	-581	-1	114,830
TOTAL HOUSING ASSISTANCE PAYMENTS	411	450	39	9	900
TOTAL FINANCING EXPENSES	12,645	12,642	-3	0	25,288
TOTAL NON-OPERATING ITEMS	35,686	35,688	2	0	71,372
TOTAL EXPENSES	404,255	470,946	66,691	14	941,866
NET INCOME	54,392	13,980	40,412	289	27,994

- (1) Lower Tenant Rents -\$26M
- (2) Lower Personnel Costs \$16M
- (3) Higher Asset Management Fees to be assessed at yearend \$7M
- (4) Lower Utilities \$9M
- (5) Lower Maintenance Costs \$6M
- (6) Lower Maintenance Contract Work \$17M

**Housing Authority of the County of Merced**  
**Financial Statement - AMP 3 (.fs-amp3)**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance	% Var	Annual
			Fav/-Unfav	Fav/-Unfav	
Revenue & Expenses					
INCOME					
NET TENANT INCOME	301,859	313,176	-11,317	-4	626,351
TOTAL GRANT INCOME	194,793	181,872	12,921	7	363,750
TOTAL INCOME	496,652	495,048	1,604	0	990,101
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (1,2,3)	117,738	150,810	33,072	22	301,614
TOTAL TENANT SERVICES EXPENSES	1,370	546	-824	-151	1,100
TOTAL UTILITY EXPENSES (4)	72,149	79,350	7,201	9	158,705
TOTAL MAINTENANCE EXPENSES (5,6,7)	85,858	154,818	68,960	45	309,614
TOTAL GENERAL EXPENSES	58,799	58,152	-647	-1	116,303
TOTAL HOUSING ASSISTANCE PAYMENTS	607	600	-7	-1	1,200
TOTAL FINANCING EXPENSES	10,961	10,962	1	0	21,927
TOTAL NON-OPERATING ITEMS	29,212	29,214	2	0	58,425
TOTAL EXPENSES	376,694	484,452	107,758	22	968,888
NET INCOME	119,958	10,596	109,362	1,032	21,213

- (1) Lower Administrative Personnel Costs \$15M
- (2) Lower Legal \$7M
- (3) Lower Asset Management Fees to be assessed at Yearend \$6M
- (4) Lower Utilites \$7M
- (5) Lower Maintenance Personnel Costs \$13M
- (6) Lower Maintenance Supplies Costs \$35M
- (7) Lower Maintenance Contract Costs \$20M

**Housing Authority of the County of Merced**  
**AMP4 - 1st Street, Merced (.fs-amp4)**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance	% Var	Annual
			Fav/-Unfav	Fav/-Unfav	
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	10,263	6,168	4,095	66	12,331
TOTAL GRANT INCOME	13,366	12,132	1,234	10	24,270
TOTAL INCOME	23,629	18,300	5,329	29	36,601
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	4,169	4,998	829	17	10,074
TOTAL TENANT SERVICES EXPENSES	329	0	-329	N/A	0
TOTAL UTILITY EXPENSES	3,147	3,132	-15	0	6,253
TOTAL MAINTENANCE EXPENSES	2,756	4,890	2,134	44	9,817
TOTAL GENERAL EXPENSES	1,279	1,326	47	4	2,640
TOTAL HOUSING ASSISTANCE PAYMENTS	0	30	30	100	60
TOTAL FINANCING EXPENSES	704	702	-2	0	1,399
TOTAL NON-OPERATING ITEMS	23,878	23,880	2	0	47,757
TOTAL EXPENSES	36,262	38,958	2,696	7	78,000
NET INCOME	-12,633	-20,658	8,025	-39	-41,399

(1) Higher tenant rent \$4M

**Housing Authority of the County of Merced**  
**HCV Program (fs.hcv plus sub-dp sub-mid sub-atw)**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance	% Var	Annual
			Fav/-Unfav	Fav/-Unfav	
Revenue & Expenses					
INCOME					
TOTAL GRANT INCOME (1,2)	13,147,362	11,190,228	1,957,134	17	22,380,457
TOTAL OTHER INCOME	6,387	900	5,487	610	1,800
TOTAL INCOME	13,153,749	11,191,128	1,962,621	18	22,382,257
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5)	766,561	881,874	115,313	19	1,763,743
TOTAL TENANT SERVICES EXPENSES	2,360	0	-2,360	N/A	0
TOTAL UTILITY EXPENSES	198	0	-198	N/A	0
TOTAL MAINTENANCE EXPENSES	2,793	9,288	6,495	70	18,575
TOTAL GENERAL EXPENSES	42,955	38,466	-4,489	-12	76,919
TOTAL HOUSING ASSISTANCE PAYMENTS (6)	10,037,195	10,168,188	130,993	1	20,336,378
TOTAL FINANCING EXPENSES	43,845	43,848	3	0	87,691
TOTAL EXPENSES	10,895,907	11,141,664	245,757	0	22,283,306
NET INCOME	2,257,842	49,464	2,208,378	4,465	98,951

- (1) Additional HAP funding to replace deficit HAP paid in previous months, \$1,653M in Dec and \$576M in Mar  
(2) Lower than forecasted regular monthly HAP -\$272M  
(3) Lower Personnel costs \$37M  
(4) Lower Management and Bookkeeping fees from lower HAP count \$27M  
(5) Lower Inspection costs \$28M  
(6) Lower HAP paid out \$132M

**Housing Authority of the County of Merced**  
**Central Office Cost Center (cocc)**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance Fav/-Unfav	% Var Fav/-Unfav	Annual
Revenue & Expenses					
INCOME					
TOTAL OTHER INCOME (1,2,3)	502,663	609,894	-107,231	-18	1,219,780
TOTAL INCOME	502,663	609,894	-107,231	-18	1,219,780
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4,5)	517,865	454,344	-63,521	-14	908,670
TOTAL TENANT SERVICES EXPENSES	1,167	0	-1,167	N/A	0
TOTAL UTILITY EXPENSES	17,202	23,142	5,940	26	46,293
TOTAL MAINTENANCE EXPENSES (6,7)	60,437	43,026	-17,411	-40	86,050
TOTAL GENERAL EXPENSES	20,904	19,518	-1,386	-7	39,039
TOTAL FINANCING EXPENSES	45,752	45,756	4	0	91,513
TOTAL EXPENSES	663,327	585,786	-77,541	-13	1,171,565
NET INCOME	-160,664	24,108	-184,772	-766	48,215

- (1) Lower Management Fees and Bookkeeping Fees -\$24M
- (2) Lower Asset Mgmt Fees to be booked at yearend -\$25M
- (3) Lower Admin Fee from Cap Funds to be booked as Cap Fund is utilized -\$58M
- (4) Higher Personnel Costs COVID-19 temps -\$59M
- (5) Training, Consulting and Auditing -\$19M
- (6) Damage to Gate to office buildings -\$12M
- (7) Elevator repairs -\$25M

**Housing Authority of the County of Merced**  
**Landon Villas**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Variance</b>	<b>% Var</b>	<b>Annual</b>
			<b>Fav/-Unfav</b>	<b>Fav/-Unfav</b>	
Revenue & Expenses					
INCOME					
NET TENANT INCOME	36,279	35,580	699	2	71,160
TOTAL OTHER INCOME (1)	138,110	144,078	-5,968	-4	288,159
TOTAL INCOME	174,389	179,658	-5,269	-3	359,319
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2)	18,042	47,646	29,604	62	95,282
TOTAL UTILITY EXPENSES	0	804	804	100	1,600
TOTAL MAINTENANCE EXPENSES	304	4,014	3,710	92	8,039
TOTAL GENERAL EXPENSES	19,433	19,464	31	0	38,929
TOTAL FINANCING EXPENSES	85,409	85,416	7	0	170,831
TOTAL NON-OPERATING ITEMS	1,719	1,716	-3	0	3,438
TOTAL EXPENSES	124,907	159,060	34,153	21	318,119
NET INCOME	49,482	20,598	28,884	140	41,200

(1) Management fee for Migrant Program, correction for overstatement from prior fiscal year -\$18M

(2) Consultant fees, not yet utilized \$25M



**Housing Authority of the County of Merced**  
**Obanion Learning Center (obanion)**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance Fav/-Unfav	% Var Fav/-Unfav	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	89,467	98,412	-8,945	-9	196,818
TOTAL INCOME	89,467	98,412	-8,945	-9	196,818
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	9,370	10,590	1,220	12	21,182
TOTAL UTILITY EXPENSES (2)	26,792	36,912	10,120	27	73,826
TOTAL MAINTENANCE EXPENSES (3)	14,590	20,178	5,588	28	40,350
TOTAL GENERAL EXPENSES	769	672	-97	-14	1,349
TOTAL NON-OPERATING ITEMS	26,900	26,898	-2	0	53,800
TOTAL EXPENSES	78,421	95,250	16,829	18	190,507
NET INCOME	11,046	3,162	7,884	249	6,311

(1) Lower tenant utility reimbursement -\$5M

(2) Lower Electricity costs \$10M

(3) Lower Maintenance Contract costs \$4M

**Housing Authority of the County of Merced**  
**Felix Torres Year Round (.fs-fty)**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance Fav/-Unfav	% Var Fav/-Unfav	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	272,499	283,266	-10,767	-4	566,530
TOTAL OTHER INCOME	47	0	47	N/A	0
TOTAL INCOME	272,547	283,266	-10,719	-4	566,530
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2)	26,907	57,478	30,571	53	114,953
TOTAL UTILITY EXPENSES (3)	29,355	50,652	21,297	42	101,300
TOTAL MAINTENANCE EXPENSES (4)	35,038	41,580	6,542	16	83,199
TOTAL GENERAL EXPENSES	11,869	14,244	2,375	17	28,486
TOTAL FINANCING EXPENSES	11,490	11,490	0	0	22,975
TOTAL NON-OPERATING ITEMS	97,735	97,734	-1	N/A	195,471
TOTAL EXPENSES	212,394	273,178	60,784	22	546,384
NET INCOME	60,153	10,088	50,065	496	20,146

- (1) Lower Rental Income -\$11M  
(2) Lower Personnel costs \$26M  
(3) Lower Utility costs, late billing for March \$21M  
(4) Lower General Maintenance \$6M

**Housing Authority of the County of Merced**  
**Valley View = atw dp mid vv-bond pbc-b-atw pbc-b-dp pbc-b-mid**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance	% Var	Annual
			Fav/-Unfav	Fav/-Unfav	
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	312,910	272,172	40,738	15	544,348
TOTAL INCOME	312,910	272,172	40,738	15	544,348
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3)	47,831	72,546	24,715	34	145,082
TOTAL UTILITY EXPENSES (4)	42,762	49,734	6,972	14	99,480
TOTAL MAINTENANCE AND OPERATIONS	77,151	74,850	-2,301	-3	149,704
TOTAL GENERAL EXPENSES	16,858	16,500	-358	-2	33,003
TOTAL FINANCING EXPENSES	36,570	36,570	0	0	73,143
TOTAL NON-OPERATING ITEMS	20,259	20,256	-3	0	40,518
TOTAL EXPENSES	241,431	270,456	29,025	11	540,930
NET INCOME	71,479	1,716	69,763	4,065	3,418

- (1) Higher Rent revenues \$40M  
(2) Lower Personnel Costs \$16M  
(3) Lower Legal Costs \$7M  
(4) Lower Utility Expenses \$7M

**Housing Authority of the County of Merced**  
**Migrant Program = mig-atw mig-mer mig-lb mig-plan**  
**Budget Comparison**  
**Period = Oct 2020-Mar 2021**

	YTD Actual	YTD Budget	Variance	% Var	Annual
			Fav/-Unfav	Fav/-Unfav	
Revenue & Expenses					
INCOME					
Total Grant Income (1)	957,351	1,012,131	-54,780	-5	1,349,513
TOTAL INCOME	957,351	1,012,131	-54,780	-5	1,349,513
EXPENSES					
Total - Center Personnel (2)	469,371	513,045	43,674	9	684,065
Total - Operating Expenses (3)	295,807	259,668	-36,139	-14	346,225
Total - Maintenance Expenses (4)	12,230	28,431	16,201	57	37,900
Total - Contractor Administration	98,162	98,181	19	0	130,921
Total - Debt Service and Replacement	81,781	112,806	31,025	28	150,402
TOTAL EXPENSES	957,351	1,012,131	54,780	5	1,349,513
NET INCOME	0	0	0		0

(1) Migrant Program is a zero budget program. Merced HA is reimbursed for expenditures.

(2) Lower Personnel Costs \$43M

(3) Major Equipment to be reimbursed from Reserves -\$41M

(4) Lower Maintenance costs for supplies \$16M

## MEMORANDUM

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Rosa Vazquez, Executive Director

**DATE:** May 18, 2021

**SUBJECT:** Recommendation to adopt **Resolution No. 2021-05**, approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 21-OMS-16186 for the Atwater/Livingston Migrant Center.

The Housing Authority of The County of Merced received the final approved budget, including the Operation and Maintenance Contract from the California Department of Housing and Community Development for the Atwater/Livingston Migrant Center:

Contract budget amount for Fiscal Years 2021 – 2023 is not to exceed \$666,548.00.

Contract provides funding for the operation and administration of the migrant facility.

### **RECOMMENDATION**

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2021-05**, approving the Operation and Maintenance Contract 21-OMS-16186 for the Atwater/Livingston Migrant Center and any further amendments increasing or decreasing funding, or any other conditions therein, and hereby appointing the Executive Director as the person designated with signature authority on behalf of the Board of Commissioners.

**RESOLUTION NO. 2021-05**

**RESOLUTION 2021-05 APPROVING THE 2021-2023 FISCAL YEAR OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE HOUSING AUTHORITY OF THE COUNTY OF MERCED**

**CONTRACT # 21-OMS-16186**

**WHEREAS**, the California Department of Housing and Community Development has provided an Operation and Maintenance Contract, also known as a Standard Agreement, for the 2021-2023 Fiscal Year for the Atwater Migrant Center; and

**WHEREAS**, the Housing Authority of the County of Merced, acting through its Board of Commissioners, having the authority to enter into this contract, desires to approve this Operation and Maintenance Contract for the 2021-2023 operation of Atwater Migrant Center.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the County of Merced hereby approves the Operation and Maintenance Contract #21-OMS-16186 in an amount not to exceed \$666,548.00 and authorizes Executive Director Rosa Vazquez to execute said contract, and any amendments to said contract, on behalf of the Housing Authority of the County of Merced.

The foregoing resolution was introduced at the May 18, 2021 Board Meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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Chairperson, Board of Commissioners  
Housing Authority of the County of Merced

Dated: May 18, 2021

## MEMORANDUM

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Rosa Vazquez, Executive Director

**DATE:** May 18, 2021

**SUBJECT:** Recommendation to adopt **Resolution No. 2021-06**, approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 21-OMS-16187 for the Rafael Silva/Los Banos Migrant Center.

The Housing Authority of The County of Merced received the final approved budget, including the Operation and Maintenance Contract from the California Department of Housing and Community Development for the Rafael Silva/Los Banos Migrant Center:

Contract budget amount for Fiscal Years 2021 – 2023 is not to exceed \$657,998.00.

Contract provides funding for the operation and administration of the migrant facility.

### **RECOMMENDATION**

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2021-06**, approving the Operation and Maintenance Contract 21-OMS-116187 for the Rafael Silva/Los Banos Migrant Center and any further amendments increasing or decreasing funding, or any other conditions therein, and hereby appointing the Executive Director as the person designated with signature authority on behalf of the Board of Commissioners.

**RESOLUTION NO. 2021-06**

**RESOLUTION 2021-06 APPROVING THE 2021-2023 FISCAL YEAR OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE HOUSING AUTHORITY OF THE COUNTY OF MERCED**

**CONTRACT # 21-OMS-16187**

**WHEREAS**, the California Department of Housing and Community Development has provided an Operation and Maintenance Contract, also known as a Standard Agreement, for the 2021-2023 Fiscal Year for the Rafael Silva Migrant Center; and

**WHEREAS**, the Housing Authority of the County of Merced, acting through its Board of Commissioners, having the authority to enter into this contract, desires to approve this Operation and Maintenance Contract for the 2021-2023 operation of Rafael Silva Migrant Center.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the County of Merced hereby approves the Operation and Maintenance Contract #21-OMS-16187 in an amount not to exceed \$657,998.00 and authorizes Executive Director Rosa Vazquez to execute said contract, and any amendments to said contract, on behalf of the Housing Authority of the County of Merced.

The foregoing resolution was introduced at the May 18, 2021 Board Meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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Chairperson, Board of Commissioners  
Housing Authority of the County of Merced

Dated: May 18, 2021



## MEMORANDUM

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Rosa Vazquez, Executive Director

**DATE:** May 18, 2021

**SUBJECT:** Recommendation to adopt **Resolution No. 2021-07**, approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 21-OMS-16189 for the Felix Torres Migrant Center.

The Housing Authority of The County of Merced received the final approved budget, including the Operation and Maintenance Contract from the California Department of Housing and Community Development for the Felix Torres Migrant Center:

Contract budget amount for Fiscal Years 2021 – 2023 is not to exceed \$959,483.00.

Contract provides funding for the operation and administration of the migrant facility.

### **RECOMMENDATION**

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2021-07**, approving the Operation and Maintenance Contract 21-OMS-16189 for the Felix Torres Migrant Center and any further amendments increasing or decreasing funding, or any other conditions therein, and hereby appointing the Executive Director as the person designated with signature authority on behalf of the Board of Commissioners.

**RESOLUTION NO. 2021-07**

**RESOLUTION 2021-07 APPROVING THE 2021-2023 FISCAL YEAR OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE HOUSING AUTHORITY OF THE COUNTY OF MERCED**

**CONTRACT # 21-OMS-16189**

**WHEREAS**, the California Department of Housing and Community Development has provided an Operation and Maintenance Contract, also known as a Standard Agreement, for the 2021-2023 Fiscal Year for the Felix Torres Migrant Center; and

**WHEREAS**, the Housing Authority of the County of Merced, acting through its Board of Commissioners, having the authority to enter into this contract, desires to approve this Operation and Maintenance Contract for the 2021-2023 operation of the Felix Torres Migrant Center.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the County of Merced hereby approves the Operation and Maintenance Contract #21-OMS-16189 in an amount not to exceed \$959,483.00 and authorizes Executive Director Rosa Vazquez to execute said contract, and any amendments to said contract, on behalf of the Housing Authority of the County of Merced.

The foregoing resolution was introduced at the May 18, 2021 Board Meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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Chairperson, Board of Commissioners  
Housing Authority of the County of Merced

Dated: May 18, 2021

## MEMORANDUM

**TO:** Board of Commissioners,  
Housing Authority of the County of Merced

**FROM:** Rosa Vazquez, Executive Director

**DATE:** May 18, 2021

**SUBJECT:** Recommendation to adopt **Resolution No. 2021-08**, approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 21-OMS-16188 for the Merced Migrant Center.

The Housing Authority of The County of Merced received the final approved budget, including the Operation and Maintenance Contract from the California Department of Housing and Community Development for the Merced Migrant Center:

Contract budget amount for Fiscal Years 2021 – 2023 is not to exceed \$736,969.00.

Contract provides funding for the operation and administration of the migrant facility.

### **RECOMMENDATION**

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2021-08**, approving the Operation and Maintenance Contract 21-OMS-16188 for the Merced Migrant Center and any further amendments increasing or decreasing funding, or any other conditions therein, and hereby appointing the Executive Director as the person designated with signature authority on behalf of the Board of Commissioners.

**RESOLUTION NO. 2021-08**

**RESOLUTION 2021-08 APPROVING THE 2021-2023 FISCAL YEAR OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE HOUSING AUTHORITY OF THE COUNTY OF MERCED**

**CONTRACT # 21-OMS-16188**

**WHEREAS**, the California Department of Housing and Community Development has provided an Operation and Maintenance Contract, also known as a Standard Agreement, for the 2021-2023 Fiscal Year for the Merced Migrant Center; and

**WHEREAS**, the Housing Authority of the County of Merced, acting through its Board of Commissioners, having the authority to enter into this contract, desires to approve this Operation and Maintenance Contract for the 2021-2023 operation of Merced Migrant Center.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Commissioners of the Housing Authority of the County of Merced hereby approves the Operation and Maintenance Contract #21-OMS-16188 in an amount not to exceed \$736,969.00 and authorizes Executive Director Rosa Vazquez to execute said contract, and any amendments to said contract, on behalf of the Housing Authority of the County of Merced.

The foregoing resolution was introduced at the May 18, 2021 Board Meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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Chairperson, Board of Commissioners  
Housing Authority of the County of Merced

Dated: May 18, 2021