



# ALAMEDA COUNTY COMMUNITY DEVELOPMENT AGENCY

Sandra Rivera  
Agency Director

Agenda Item \_\_\_\_\_ February 28, 2023

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February 14, 2023

Honorable Board of Supervisors  
Administration Building  
1221 Oak Street, Suite 536  
Oakland, California 94612

Dear Board Members:

**SUBJECT: APPROVE FOURTH AMENDMENT TO PROCUREMENT CONTRACT NO. 16313 WITH CENTRO LEGAL DE LA RAZA, INC. FOR LEGAL ASSISTANCE AND ANTI-DISPLACEMENT SERVICES FOR LOW-INCOME TENANTS USING BOOMERANG AFFORDABLE HOUSING AND HOMELESS RESPONSE FUNDS**

**RECOMMENDATIONS:**

- A. Approve Fourth Amendment to the Agreement (Procurement Contract No. 16313) with Centro Legal de la Raza, Inc. (Principal: Monique Berlanga; Location: Oakland) for the continued administration of the AC Housing Secure program using allocated “Boomerang” Affordable Housing and Homelessness Response designation funding to increase the budget from \$11,896,315 to \$12,895,906 (\$999,591 increase) with no change to the contract term of 5/22/2018 – 6/30/2023; and
- B. Authorize the Auditor-Controller to make the related budget adjustments.

**DISCUSSION/SUMMARY:**

Annually, since 2018, your Board has approved funding for the AC Housing Secure Anti-displacement Program. The contract with Centro Legal de la Raza, Inc. (Centro Legal) to administer an umbrella contract for legal services was originally approved on May 22, 2018 (Item No. 37), and amended on August 4, 2020 (Item No. 32), November 17, 2020 (Item 20.1), and May 24, 2022 (Item No. 29). This contract implemented the residential anti-displacement program resulting from community priorities identified through community meetings held in partnership with Districts 4 and 5 in 2017/18. Per this contract, Centro Legal and the other program partners have provided legal consultations, representation, and emergency financial assistance to prevent eviction of county residents. Through September of 2022, the program has served 2,037 tenants at risk of eviction and 137 homeowners at risk of foreclosure. The original contract was for a two- year period with three possible one- year extensions.

Due to COVID-19, one-time funds were provided for the unincorporated county to administer emergency rental assistance, and in the 8 weeks covered, Centro Legal was able to assist 317 clients during a short-term emergency period with CARES Act funding that expired on December 31, 2020. This Fourth contract amendment provides additional funding to cover program operations through June 30, 2023.

With this funding allocation, Centro Legal and its partner agencies will be able to continue providing legal services to low-income tenants and homeowners at risk of eviction and foreclosure through June 30, 2023. In July 2023, FY 23/24 funding will be added, and a fifth contract amendment recommendation will be brought to your Board. With the expected expiration of the County's eviction moratorium in 2023, the Community Development Agency's (CDA) Housing and Community Development Department (HCD) and Centro Legal expect the need for legal services to increase as landlords begin to serve tenants with eviction notices again. Centro Legal and its partner agencies provide legal consultations and if necessary, legal representation in eviction court, to tenants at risk of displacement or eviction. In cases where AC Housing Secure does not provide legal representation, the program negotiates a settlement with the landlord that either keeps the tenant stably housed or provides a soft landing to new housing.

**SELECTION CRITERIA AND PROCESS:**

*Housing and Community Development Department released a Request for Proposals (RFP) for the Anti-Displacement Crisis Intervention Program Administration on August 7, 2017. The RFP was advertised widely to over 3,300 organizations and individuals on HCD list serves and via email to organizations in the legal, education, housing, and various service classifications in the County Small Local and Emerging Business (SLEB) Supplier database. HCD hosted Bidder's Conferences and Networking Meetings on August 7th and August 16th which were attended by twenty-seven people from twenty-four organizations.*

*HCD received two proposals in response to the RFP by the September 8th deadline. Both met the deadline and the RFP threshold requirements. Proposals from Centro Legal de la Raza, Inc. and Housing & Economic Rights Advocates, Inc. were reviewed by the County Selection Committee (CSC) which included representatives from the County's Public Health Department, Behavioral Health Care Services and HCD. Based on the relative rankings of the average scores for the proposals, the CSC made a unanimous recommendation to select Centro Legal de la Raza, Inc. On November 14, 2017, the Alameda County Housing and Community Development Advisory Committee reviewed and concurred with the recommendation. Below are the average CSC total scores for the two proposals.*

1	Centro Legal de la Raza	92
2	HERA	76

*Centro Legal then invited Housing and Economic Rights advocates to participate in the AC Housing Secure Program, and they have been a partner since the inception of the contract. Centro Legal de la Raza, Inc. is a nonprofit organization and therefore is exempt from Small, Local and Emerging Business (SLEB) requirements.*

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**FINANCING:**

The funding for this contract amendment and the corresponding appropriation increase is included in the “Boomerang” Affordable Housing and Homelessness Response designation approved by your Board (\$999,591). There is no increase in Net County Cost as a result of this action.

**VISION 2026 GOAL:**

This project meets the 10X goal pathway of **Eliminate Homelessness**, in support of our shared visions of **Safe and Livable Communities** and **Thriving and Resilient Populations**.

Very truly yours,

DocuSigned by:  
*Sandra Rivera*

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Sandra Rivera, Director

Community Development Agency

cc: Susan S. Muranishi, County Administrator  
Donna R. Ziegler, County Counsel  
Melissa Wilk, Auditor-Controller  
Laura Lloyd, County Administrator's Office  
Kathleen J. Hall, Office of the County Counsel  
Lucy Romo, Community Development Agency

**FINANCIAL RECOMMENDATION**

**AGENDA DATE:** 2/28/2023

**Subject of Board Letter:** Approve Fourth Amendment To Procurement Contract No. 16313 With  
Centro Legal De La Raza, Inc. For Legal Assistance And Anti-Displacement  
Services For Low-Income Tenants

**BY:** 2023

**FUND:** 10000

The use of Designations, as follows:

<b>NAME OF DESIGNATION</b>	<b>ORG</b>	<b>AMOUNT</b>
Affordable Housing & Homelessness Response Designation	341350	999,591

The increase (decrease) in anticipated revenue, as follows:

<b>ORG</b>	<b>ACCT</b>	<b>PROG</b>	<i>Informational</i> <b>PROJ/GR</b>	<b>AMOUNT</b>
<b>ORG TOTAL</b>				<b>\$0</b>

<b>ORG</b>	<b>ACCT</b>	<b>PROG</b>	<i>Informational</i> <b>PROJ/GR</b>	<b>AMOUNT</b>
<b>ORG TOTAL</b>				<b>\$0</b>

**GRAND TOTAL ANTICIPATED REVENUE** \$0

The increase (decrease) in appropriations, as follows:

<b>ORG</b>	<b>ACCT</b>	<b>PROG</b>	<i>Informational</i> <b>PROJ/GR</b>	<b>AMOUNT</b>
260930	610000	26481		999,591
<b>ORG TOTAL</b>				<b>\$999,591</b>

<b>ORG</b>	<b>ACCT</b>	<b>PROG</b>	<i>Informational</i> <b>PROJ/GR</b>	<b>AMOUNT</b>
<b>ORG TOTAL</b>				<b>\$0</b>

**GRAND TOTAL APPROPRIATION** \$999,591