

## ORDINANCE No. 186756

\*Authorize a contract for \$209,277 and provide payment for delivery of short-term rent assistance funded by U.S. Department of Housing and Urban Development Emergency Solutions Grants (Ordinance)

The City of Portland ordains:

Section 1. The Council finds:

1. On June 18, 2014, City Council passed Ordinance No. 186666, authorizing twenty-one subrecipient contracts for the provision of services in support of ending homelessness and providing affordable housing and provide for payment.
2. The authorized contracts include a contract with Home Forward, which, among other fund amounts and activities, included allocation of \$209,277 in U.S. Department of Housing and Urban Development (HUD) Emergency Solutions Grant (ESG) funds. All contract funds are included in the Portland Housing Bureau's (PHB) authorized FY 2014-2015 budget.
3. Local use of ESG funds is subject to HUD approval of the local five-year Consolidated Plan and associated Annual Action Plans that PHB develops through significant public input and with City Council review and authorization. The Portland/Gresham/Multnomah County local Consolidated Plan and associated 2014-15 Action Plan prioritizes use of \$209,277 in ESG funds for short-term rent assistance delivered through the county-wide Short Term Rent Assistance (STRA) program administered by Home Forward.
4. Federal regulations require that PHB deliver ESG-funded services through grants to eligible recipients or through procured contracts with other entities. Under these federal regulations Home Forward is an entity with which PHB must procure contracted services.
5. City of Portland Code 5.33.120 authorizes the City to award a contract without competition as a Sole Source Procurement based on written findings that support the conclusion that the Goods and Services are available from only one source.
6. Home Forward was identified as the sole source vendor because Home Forward is the sole entity that administers the STRA program. Further, in subawarding STRA program funding to community-based agencies that directly deliver services, Home Forward uses a competitive procurement process (request for proposals), the most recent of which was completed in June of 2012. Additional competitive procurement would therefore be duplicative.
7. On July 18, 2014, public notice was posted on Procurement's eBid site with a written determination that administration of ESG-funded short-term rent assistance services through the consolidated Short Term Rent Assistance program is available from only on

source, Home Forward. The seven (7) day protest period passed with no comments or protests received.

8. PHB seeks the Council's authorization to enter into a contract with Home Forward in the same amount and general format as previously authorized by Ordinance #186666 for administration and delivery of ESG-funded short-term rent assistance services by adoption of this ordinance.
9. Procurement Services and PHB will negotiate the contract for ESG-funded short-term rent assistance within the coming months.

NOW, THEREFORE, the Council directs:

- a. The Chief Procurement Officer and the Bureau Director are authorized to enter into the contract on behalf of the City for the purposes identified in Section 1.
- b. The Commissioner and Auditor are hereby authorized to draw and deliver check(s) payable to the successful contractor chargeable to the appropriate authorization and accounting center when demand is presented and approved by the proper authorities.

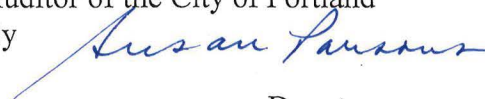
Section 2. The Council declares that an emergency exists because delay in funding would interrupt provision of these funded assistance and services to low-income households and would prevent funds from being spent within HUD-required expenditure deadlines; therefore, this ordinance shall be in force and effective from and after its passage.

Passed by the Council: **AUG 13 2014**

Commissioner Dan Saltzman  
Prepared by: Ryan Deibert  
July 30, 2014

**LaVonne Griffin-Valade**  
Auditor of the City of Portland

By



Deputy

Agenda No.  
**ORDINANCE NO.**  
Title

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<p><b>INTRODUCED BY</b> Commissioner/Auditor: <b>Dan Saltzman</b></p>	<p>CLERK USE: DATE FILED <u>AUG 08 2014</u></p>
<p><b>COMMISSIONER APPROVAL</b></p> <p>Mayor—Finance and Administration - Hales</p> <p>Position 1/Utilities - Fritz</p> <p>Position 2/Works - Fish</p> <p>Position 3/Affairs - Saltzman <i>Dan Saltzman</i></p> <p>Position 4/Safety - Novick</p>	<p>LaVonne Griffin-Valade Auditor of the City of Portland</p> <p>By: <i>[Signature]</i> Deputy</p>
<p><b>BUREAU APPROVAL</b></p> <p>Bureau: Portland Housing Bureau Bureau Head: Traci Manning</p> <p>Prepared by: Ryan Deibert Date Prepared: July 30, 2014</p> <p>Financial Impact &amp; Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/></p> <p>Portland Policy Document If "Yes" requires City Policy paragraph stated in document. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><b>City Auditor Office Approval:</b> required for Code Ordinances</p> <p><b>City Attorney Approval:</b> <i>6f</i></p> <p>Council Meeting Date <b>August 6, 2014</b></p>	<p><b>ACTION TAKEN:</b></p>

<p><b>AGENDA</b></p> <p><b>TIME CERTAIN</b> <input type="checkbox"/> Start time: _____</p> <p><b>Total amount of time needed:</b> _____ (for presentation, testimony and discussion)</p> <p><b>CONSENT</b> <input type="checkbox"/></p> <p><b>REGULAR</b> <input checked="" type="checkbox"/> <b>Total amount of time needed:</b> _____ (for presentation, testimony and discussion)</p>
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FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:		
		YEAS	NAYS
1. Fritz	1. Fritz	✓	
2. Fish	2. Fish	✓	
3. Saltzman	3. Saltzman	✓	
4. Novick	4. Novick	✓	
Hales	Hales	✓	