

REPORT TO REDEVELOPMENT AGENCY

DATE: AUGUST 8, 2007

TO: HONORABLE CHAIR AND MEMBERS OF THE REDEVELOPMENT AGENCY

FROM: GREG RAMIREZ, EXECUTIVE DIRECTOR

BY: MIKE KAMINO, DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

SUBJECT: APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH MDG ASSOCIATES, INC., FOR SINGLE-FAMILY HOUSING REHABILITATION PROGRAM CONSULTING SERVICES

The purpose of this item is to seek Redevelopment Agency (RDA) approval for the Agency to enter into a Professional Services Agreement with MDG Associates, Inc. (MDG), to administer the Redevelopment Agency's Single-Family Housing Rehabilitation Program for FY 2007-2008.

For FY 2006-07, the RDA approved a one-year contract with MDG, which expired on June 30, 2007, to administer the program with a \$250,000 budget. Staff is requesting the RDA approve another one-year contract with MDG for consulting services to administer the Single-Family Housing Rehabilitation Program. The approved budget for this program is \$250,000 and is to be allocated from the RDA housing set-aside fund. Of this amount, \$20,000 will be made available for program administration by MDG. MDG's services will remain the same as last year and include application review, loan processing, property inspection, contract monitoring, document recordation, and report preparation. Staff would note that a separate agreement with MDG for FY 2007-08 in an amount not-to-exceed \$20,000 to administer the City's First Time Homebuyer Program will also be considered by the RDA through separate action. Staff will monitor the number of approved Single-Family Housing Rehabilitation Program loans and will provide a recommendation at the end of the fiscal year on whether to continue the program for FY 2008-2009.

MDG has administered the RDA Single-Family Housing Rehabilitation Program and is well qualified to administer the continuation of this program. Staff finds MDG's quality of work regarding the Single Family Housing Rehabilitation Program to be exceptional and recommends that the RDA approve the one-year contract, which is not to exceed \$20,000.

The proposed agreement has been reviewed and approved by the City Attorney as to form.

RECOMMENDATION

Staff recommends the City Council approve the attached Professional Services Agreement with MDG Associates, Inc., in the amount not to exceed \$20,000.

Attachment: Agreement