



City of Austin

Recommendation for Action

File #: 24-4156, **Agenda Item #:** 8.

4/4/2024

Posting Language

Authorize execution of a contract for property standards inspection and monitoring services with Alejandro Dominguez d/b/a UPCS Inspectors LLC, for up to five years for a total contract amount not to exceed \$1,250,000.

[Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9B (Minority-Owned and Women-Owned Business Enterprise Procurement Program). For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established].

Lead Department

Financial Services Department.

Client Department(s)

Housing Department.

Fiscal Note

Funding in the amount of \$125,000 is available in the Fiscal Year 2023-2024 Operating Budget of the Housing Department.

Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Financial Services Department issued an Invitation for Bids (IFB) 7200 SLW1087 for these services. The solicitation was issued on December 25, 2023, and closed on January 25, 2024. Of the three offers received, the recommended contractor submitted the lowest responsive offer. A complete solicitation package, including a tabulation of the bids received, is available for viewing on the City's Financial Services website, Austin Finance Online. This information can currently be found at:

https://financeonline.austintexas.gov/afo/account_services/solicitation/solicitation_details.cfm?sid=140142.

For More Information:

Direct questions regarding this Recommendation for Council Action to the Financial Services Department - Central Procurement at: FSDCentralProcurementRCAs@austintexas.gov or 512-974-2500. Respondents to the solicitation and their Agents should direct all questions to the Authorized Contact Person identified in the solicitation.

Additional Backup Information:

This contract will provide property standards inspection and monitoring services including resident income eligibility and rental rate verification reviews for affordable rental housing. This will support the Housing Department's Rental Housing Development Assistance Program (RHDA) and certain developer incentive ordinances adopted in the City's Land Development Code.

The Housing Department is responsible for monitoring activities in support of certain developer incentive ordinances in the City's Land Development Code that contain an affordable rental housing component as well as for various inspections in support of the RHDA program. Rental housing units receiving RHDA funding are subject to both income and rental verifications as well as inspection requirements. For most funding sources, a representative sample of units must be periodically monitored. Affordable rental housing units developed from developer incentive initiatives are subject to income and rental rate restrictions. During the first year of occupancy, all projects must be monitored for income eligibility and designated rental rates. Each year after, a representative sample of units must be verified. This contract will support the Housing Department's preparations for the substantial increase in affordable units resulting from the most recent Affordable Housing Bond.

This contract will replace two contracts that expired on May 28, 2020, and October 6, 2023. The requested authorization amount was determined using estimates of increased annual usage due to the \$350M Affordable Housing Bond and historical spending. The recommended contractor is the current provider of these services.