

June 28, 2023

WHEREAS, the City seeks to provide funding to assist unsheltered and homeless individuals and households to obtain rental housing and supportive services to reduce the City's homeless population; and

WHEREAS, on September 28, 2022, the City Council authorized the final reading and adoption of the appropriation ordinance for the FY 2022-23 City of Dallas Operating, Capital, and Grant & Trust Budgets, which included set aside funds from the Pension Stabilization Fund to create the master leasing program; and

WHEREAS, on March 2, 2023, the City issued a Request for Proposals (Bid No. BJZ23-00021433 (the "RFP") for locating and securing housing units, providing landlord incentives, if necessary, and coordinating supportive services; and

WHEREAS, on March 22, 2023, Housing Forward submitted a proposal in response to the RFP (the "Proposal") to provide the master leasing services (defined herein); and

WHEREAS, The Program services to be performed by the awardee on behalf of OHS include: (i) compiling a list of clients for rental placement; (ii) facilitating access to rental subsidies on behalf of clients; (iii) providing rental property availability data; (iv) identifying residential rental properties that meet applicable safety standards to enroll in the Program, to serve as a low-barrier rental units; and (v) managing, coordinating, and aligning all aspects of tenant occupancy under the Program, including: (a) securing the availability of rental units; (b) aligning funding for potential leases on behalf of Program participants; (c) negotiating 12-to-24-month lease up plan with the owner or property manager on behalf of Program participants; (d) ensuring that Program participants obtain sufficient rental assistance to cover monthly rent for the entire term of their future lease; (e) providing and/or coordinating case management services; and (f) increasing the availability of rental units (in bulk) to rapidly meet the needs of the City's homeless or unsheltered populations (the "master leasing services"); and

WHEREAS, the City Council desires to authorize a service contract for a term of one year with Housing Forward for the master leasing services on behalf of the Office of Homeless Services in an amount not to exceed \$3,000,000.00, subject to annual appropriations (the contract); and

WHEREAS, eligible recipients of the master leasing service, and Program participants are unsheltered or homeless as defined by HUD guidance, who meet the requirements for enrollment in the Program under the contract as verified by Housing Forward; and

WHEREAS, Program assistance will be provided for up to twenty-four (24) total months to ensure housing stability, subject to the availability of the Funds (defined herein); and

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WHEREAS, the City Council finds that there is a public purpose in providing funding for the master leasing services and the Program; and

WHEREAS, the City Council finds and determines that but for the assistance provided to Program participants, such participants would not be able to access rental housing and thus, the master leasing services, and the Program shall be deemed to further the public purpose of reducing the City's homeless population; and

WHEREAS, the City Council finds that the contract will establish sufficient controls on the Funds (defined herein) to ensure that the City's public purpose is accomplished and to ensure that the City receives a return benefit.

Now, Therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the City Manager or his or her designee is hereby authorized to execute a service contract for a term of one year, with an optional extension of one year, with Housing Forward (517577) (single proposer), approved as to form by the City Attorney, for master leasing services for the Office of Homeless Solutions ~~for a term of one year,~~ in an amount not to exceed \$3,000,000 (the Funds). ~~If the service was bid or proposed on an as-needed basis, unit price basis for performance of specified tasks, payments made to Housing Forward shall be based only on the amount of the services directed to be performed by the City and properly performed by Housing Forward under the contract.~~ Payments made to Housing Forward shall be based on partial advance payment (up to 50%) of the City-approved administrative costs, which costs shall not exceed \$250,000 (Administrative Fee) of the Funds and reimbursement basis, properly performed by Housing Forward under the contract. Of the Funds, Housing Forward shall ensure that \$2,750,000 is used to secure rental unit availability (e.g., hold fees, landlord incentives, rental application fees) for Program participants. In addition, for good cause shown, the Director may extend the term and all Project deadlines under the contract by up to 12 months.

SECTION 2. That the Chief Financial Officer is hereby authorized to disburse funds in an amount not to exceed \$3,000,000 (subject to annual appropriations) (the Funds) to Housing Forward from General Fund, Fund 0001, Department BMS, Unit 1991, Object 3099, Encumbrance/Service Contract No. OHS-2023-00021433, Vendor 517577.

SECTION 3. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so resolved.