

July 26, 2023

Agenda Item 2.b.

Doorway Housing Portal – Exygy, Inc. Contract 2nd Amendment (\$1.6 million)

Subject:

Authorization for the Executive Director to negotiate and enter into a second amendment an amount not to exceed \$1.6 million to the October 1, 2022 contract with Exygy Inc. (“Consultant”) for Doorway Housing Portal web design services, increasing the for a total contract amount not-to-exceed \$2.6 million.

Background:

On June 29, 2023, BAHFA launched the Doorway Housing Portal, a comprehensive, user-friendly site that allows housing seekers to find and apply for housing opportunities from their phones or personal computers. The portal will also make the lease-up process significantly simpler for both applicants and building owners and will provide critical data about who searches for what kinds of affordable housing throughout the Bay Area, enabling policy makers to better assist their constituents. The portal was launched through the Exygy contract and the support of a pro bono Google.org fellowship that provided more than a dozen full-time Google fellows for six months, January-June 2023.

With funding assistance from a recently announced \$2.5 million grant from Google.org to the BAHFA Leadership Fund (a 501c3 nonprofit organization created to help facilitate the work of BAHFA), BAHFA will expand the Consultant’s work scope to further develop the portal, adding regional application, lottery, and professional partner functionality for both housing seekers and property managers, per the additional phase information, below.

Contract Summary

The BAHFA Board approved BAHFA’s procurement of the Consultant through the Metropolitan Transportation Commission’s 2020 Website Support Services Bench – Cycle 1 (“Bench”) on September 28, 2022.

The Consultant’s first three contract phases are now largely complete:

- Phase 1: Discovery and Work Plan Creation, including regional product and system discovery, and technical discovery and integration exploration. Timeframe: September through December of 2022. Phase Cost: \$226,860.
- Phase 2: Doorway Housing Portal Policy Development, including sustainability plan and data sharing development. Timeframe: January through June of 2023. Phase Cost: \$147,000.
- Phase 3: Doorway Housing Portal Development, including technical architecture guidance and supplemental goals research. Timeframe: January through June of 2023. Phase Cost: \$555,387.

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- The BAHFA Board approved a first amendment to the Consultant’s contract on April 26, 2023, increasing the initial contract value by \$35,404 for completion of contract Phase 3b: Portal Listings Development, including work with housing developers and property managers to create housing opportunity listings for the portal. Timeframe: May through July of 2023.

Second Contract Amendment Phases

The next two contract phases authorized under the second amendment are as follows:

- Phase 4: Additional Doorway Housing Portal Policy Development, including sustainability enhancement and regional policy alignment, and data systems development and strategic planning. Estimated timeframe: approximately July 2023 through March 2024. Estimated phase cost: \$125,000.
- Phase 5: Enhanced Doorway Housing Portal Functionality, including regional application, lottery, and professional partner functionality. Estimated timeframe: July 2023 through March 2024. Phase Cost: \$1,429,612.

Summary of Initial BAHFA Doorway Housing Portal Work with Consultant	
Phase 1: Discovery and Work Plan Creation	\$226,860
Phase 2: Doorway Housing Portal Policy Development	\$147,000
Phase 3: Doorway Housing Portal Development	\$555,387
Phase 3b: Portal Listings Development	\$35,404
<i>TOTAL TO DATE</i>	<i>\$964,651</i>
Phase 4: Additional Doorway Housing Portal Policy Development	\$125,000
Phase 5: Regional Application, Lottery, and Professional Partner Functionality	\$1,429,612
GRAND TOTAL	\$2,519,263

Issues:

None

Recommended Action:

The Authority is requested to authorize the Executive Director to negotiate and enter into a second amendment in an amount not to exceed \$1.6 million to the October 1, 2022 contract

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with Exygy Inc. for Doorway Housing Portal web design services, increasing the total contract amount not to exceed \$2.6 million, subject to BAHFA receiving the estimated \$2.5 million grant from BAHFA Leadership Fund..

Attachment:

- A. Summary Approval

Reviewed:

A handwritten signature in blue ink that reads "Andrew Fremier". The signature is written in a cursive, flowing style.

Andrew Fremier



S U M M A R Y O F B A H F A A P P R O V A L

Work Item No.:	1620
Consultant:	Exygy, Inc.
Work Project Title:	BAHFA Doorway Housing Portal
Purpose of Project:	Develop a regional online housing portal to help housing seekers find and apply for affordable housing, and to help housing partners (developer, leasing agents, etc.) more easily manage listings, applications, and placements.
Brief Scope of Work:	<p>Extend the Consultant scope of work over two phases through a second contract amendment:</p> <p>1) Additional Doorway Housing Portal Policy Development, including sustainability enhancement and regional policy alignment, and data systems development and strategic planning. July 2023 - March 2024.</p> <p>2) Enhanced Doorway Housing Portal Functionality, including regional application, lottery, and professional partner functionality. July 2023 – March 2024.</p>
Project Cost Not to Exceed:	<p>Second Amendment additional work scope value: \$1.6 Million.</p> <p>Originally authorized contract value: \$1 million</p> <p>Total amended not-to-exceed contract value: \$2.6 million</p>
Funding Source:	<p>\$1 million: California HCD grant; fund source number 2409.</p> <p>\$1.6 million: Philanthropic grant from Google.org to BAHFA Leadership Fund, for intended transfer to BAHFA</p>
Fiscal Impact:	<p>\$1 million included in BAHFA FY22-23 budget</p> <p>\$1.6 million will be available in BAHFA FY23-24 budget</p>
Motion by Committee:	<p>The BAHFA Oversight Committee is requested to recommend to Bay Area Housing Finance Authority (BAHFA) to authorize the Executive Director to negotiate and enter into a second amendment in an amount not to exceed \$1.6 million to the October 1, 2022 contract with Exygy Inc. for Doorway Housing Portal web design services, increasing the total contract amount not to exceed \$2.6 million, subject</p>

	to BAHFA receiving the estimated \$2.5 million grant from BAHFA Leadership Fund.
BAHFA Board Approval:	Alfredo Pedroza Chair, BAHFA Board
Approval Date:	July 26, 2023