

**ABAG FAN EXECUTIVE COMMITTEE  
SUMMARY APPROVAL**

<b>Work Item No.:</b>	1711
<b>Consultant:</b>	Housing Compliance Services LLC
<b>Work Project Title:</b>	Consulting Contracts
<b>Purpose of Project:</b>	Extension of the existing contract on a sole source basis to provide housing program compliance monitoring services.
<b>Brief Scope of Work:</b>	ABAG FAN currently has a portfolio of 61 affordable rental housing transactions, each of which require substantial monitoring to ensure compliance with state and federal laws, including IRS tax regulations, bond covenant requirements, as well as monitoring income and rental unit thresholds.
<b>Project Cost Not to Exceed:</b>	\$100,000. <i>Any unspent funds at the end of the fiscal year will carry forward to the following fiscal year.</i>
<b>Funding Source:</b>	ABAG Finance Authority for Nonprofit Corporations (FAN)
<b>Fiscal Impact:</b>	Funds are included in the FY 2020-21 FAN Budget.
<b>Motion by Committee:</b>	The ABAG FAN Executive Committee is requested to authorize the Executive Director of the Metropolitan Transportation Commission, or her designee, to negotiate and enter into an extended existing contract on a sole source basis with Housing Compliance Services, LLC to provide housing program compliance monitoring services in an annual amount not to exceed \$100,000, and to authorize a five year contract extension renewable annually based on budget, pricing and continued satisfactory service.
<b>Approval:</b>	Charles Lomeli, Chair
<b>Approval Date:</b>	