
April 13, 2023

Agenda Item 6.b.

BAHFA Doorway Housing Portal

Subject:

Authorization to amend the terms of approval of the contract between Exygy Inc. (“Consultant”) and the Bay Area Housing Finance Authority (BAHFA) for web design services for BAHFA’s Doorway Housing Portal Pilot (“Project”) for changes to anticipated phasing dates in the Scope of Work and minor adjustments to the scope of work to be completed in Phases 2 and 3.

Background:

On September 28, 2022, the BAHFA Board approved a contract with Exygy, Inc., with the following scope of work:

Phase 1: Discovery and Work Plan Creation, including regional product and system discovery, and technical discovery and integration exploration.

Phase 2: Doorway Housing Portal Development, including technical architecture guidance and supplemental goals research.

Phase 3: At the sole discretion of BAHFA, Consultant may engage in technical architecture refinement and integration of new jurisdictions.

The September 28th approval further included the following fiscal impact information:

- \$226,860 is available in the FY22-23 BAHFA Budget
- \$445,017 is available for inclusion in the FY23-24 BAHFA Budget
- \$328,123, should BAHFA elect to authorize Phase 3, is available for inclusion in the FY23-24 BAHFA Budget

The total value of the Project contract approved was not to exceed \$1 million.

Contract Approval Amendment:

BAHFA now seeks to amend these conditions of approval to reflect the acceleration of Project work that has occurred due to the inclusion in the Project of pro bono engineering and product design services through a Google Fellowship program. The revised work scope shall be:

Phase 1: Discovery and Work Plan Creation, including regional product and system discovery, and technical discovery and integration exploration. *(No changes.)*

Phase 2: Policy Development, including sustainability plan and data sharing agreements.

Phase 3: Technical architecture guidance and integration of new jurisdictions and, at BAHFA’s discretion, continuing discovery, research, and design.

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The revised fiscal impact information is revised as follows:

- \$1 million is available in the FY22-23 BAHFA Budget, and funds not expended in FY 22-23 shall be available in BAHFA's FY 23-24 budget.

The total not-to-exceed contract value remains \$1 million.

Issues:

None

Recommended Action:

The BAHFA Oversight Committee is requested to recommend Bay Area Housing Finance Authority (BAHFA) approval to amend the terms of approval of the contract between Exygy Inc. ("Consultant") and the Bay Area Housing Finance Authority for web design services for BAHFA's Doorway Housing Portal Pilot ("Project"), specifically for changes to anticipated phasing dates in the Scope of Work and minor adjustments to the scope of work to be completed in Phases 2 and 3.

Attachment:

- A. Summary Approval of BAHFA Approval Amendment 1

Reviewed:



Andrew Fremier



S U M M A R Y O F B A H F A A P P R O V A L A M E N D M E N T 1

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| 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 housing partners (developer, leasing agents, etc.) more easily manage listings, applications, and placements. |
| Brief Scope of Work: | <p>Phase 1: Discovery and Work Plan Creation, including regional product and system discovery, and technical discovery and integration exploration.</p> <p>Phase 2: Policy Development, including sustainability plan and data sharing agreements.</p> <p>Phase 3: Technical architecture guidance and integration of new jurisdictions and, at BAHFA’s discretion, continuing discovery, research and design.</p> |
| Project Cost Not to Exceed: | \$1 Million |
| Funding Source: | \$20 million grant from California HCD; fund source number 2409. |
| Fiscal Impact: | \$1 Million is available in the FY22-23 BAHFA Budget, and funds not expended in FY 22-23 shall be available in BAHFA’s FY 23-24 budget. |
| Motion by Committee: | The BAHFA Oversight Committee is requested to recommend Bay Area Housing Finance Authority (BAHFA) approval to amend the terms of approval of the contract between Exygy Inc. (“Consultant”) and the Bay Area Housing Finance Authority for web design services for BAHFA’s Doorway Housing Portal Pilot (“Project”), specifically for changes to anticipated phasing dates in the Scope of Work and minor adjustments to the scope of work to be completed in Phases 2 and 3. |
| BAHFA Board Approval: | Alfredo Pedroza Chair, BAHFA Board |
| Approval Date: | April 26, 2023 |