

# CITY OF LOS ANGELES

CALIFORNIA



JUNE LAGMAY  
City Clerk

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CITY CLERK

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ANTONIO R. VILLARAIGOSA  
MAYOR

JANUARY 25, 2011

To All Interested Parties:

The City Council adopted the action(s) as attached, under Council file  
No. 09-0404-S2, at its meeting held January 14, 2011.

*June Lagmay*

City Clerk  
srb

Mayor's Time Stamp  
RECEIVED  
2011 JAN 18 PM 2:22  
CITY OF LOS ANGELES

City Clerk's Time Stamp  
CITY CLERK'S OFFICE  
2011 JAN 18 PM 2:19  
CITY CLERK  
BY \_\_\_\_\_ DEPUTY

SUBJECT TO THE MAYOR'S APPROVAL

COUNCIL FILE NO. 09-0404-S2

COUNCIL DISTRICT \_\_\_\_\_

COUNCIL APPROVAL DATE JANUARY 14, 2011

RE: CONTRACT AWARD TO CHARLES AND CYNTHIA EBERLY INC., DBA THE EBERLY COMPANY, FOR LANDLORD OUTREACH SERVICES FOR THE RENT ESCROW ACCOUNT PROGRAM AND UTILITY MAINTENANCE PROGRAM

*cited in Sylvia Landfield Trust v. City of Los Angeles  
No. 11-55904 archived on September 19, 2013*

LAST DAY FOR MAYOR TO ACT JAN 28 2011  
(10 Day Charter requirement as per Charter Section 341)

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DO NOT WRITE BELOW THIS LINE - FOR MAYOR USE ONLY

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APPROVED

✓  
\_\_\_\_\_

\*DISAPPROVED

\_\_\_\_\_  
\*Transmit objections in writing pursuant to Charter Section 341

DATE OF MAYOR APPROVAL OR DISAPPROVAL JAN 24 2011

MAYOR



BY \_\_\_\_\_  
CITY CLERK  
DEPUTY  
2011 JAN 25 AM 7:57  
CITY CLERK'S OFFICE

#2

1/14/11

File No. 09-0404-S2

**TO THE COUNCIL OF THE  
CITY OF LOS ANGELES**

Your **HOUSING, COMMUNITY AND ECONOMIC DEVELOPMENT** Committee

reports as follows:

HOUSING, COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE REPORT relative to a contract award to Charles and Cynthia Eberly Inc., dba The Eberly Company, for landlord outreach services for the Rent Escrow Account Program and Utility Maintenance Program.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. AUTHORIZE the Los Angeles Housing Department (LAHD) General Manager, or designee, to:
  - a. Negotiate and execute a professional services agreement with Charles and Cynthia Eberly Inc. dba The Eberly Company to provide landlord outreach services for the City's Rent Escrow Account Program (REAP) and Utility Maintenance Program (UMP) for a total amount of up to \$87,500, for a term of 12 months, retroactively effective from January 1, 2011 through December 31, 2011, with two one-year renewal options, in substantial conformance with the draft professional services agreement attached to the LAHD report dated December 2, 2010 and subject to the following: a) funding availability; b) satisfactory contractor performance; c) compliance with all applicable Federal, State and City regulatory requirements; d) approval of the City Attorney as to form; and e) approval of the Department of Public Works, Bureau of Contract Administration as to adherence with City contracting standards.
  - b. Prepare Controller instructions for any necessary technical adjustments consistent with the Council and Mayor actions on this matter, subject to the approval of the City Administrative Officer (CAO), and authorize the Controller to implement the instructions.
2. AUTHORIZE the Controller to expend funds up to \$43,750 from 2010-11 funds allocated in the LAHD's Fund No. 100/43, Account No. 3040, Contractual Services, for the purpose of providing payments for the landlord outreach services for the City's REAP and UMP, upon proper demand of the LAHD General Manager, or designee. Additional payments of up to \$43,750 through December 31, 2011 are contingent upon adoption of the 2011-12 Budget.

Fiscal Impact Statement: The CAO reports that there is no impact to the General Fund. The recommendations are in compliance with City Financial Policies in that the annual \$87,500 cost of the landlord outreach services agreement for the REAP and UMP will be funded with \$43,750 in current year Rent Stabilization Trust Funds (RENT) and Code Enforcement Trust Funds (CODE) appropriated in the 2010-11 Adopted Budget and \$43,750 in future RENT and CODE funds that are contingent on the appropriation of such funds in the 2011-12 Budget. Subsequent term extensions will be subject to funding availability and contractor performance.

Community Impact Statement: None submitted.

SUMMARY

At a regular meeting held on January 12, 2011, the Housing, Community and Economic Development Committee considered a contract award to Charles and Cynthia Eberly Inc., dba The Eberly Company, for landlord outreach services for the Rent Escrow Account Program and Utility Maintenance Program. After an opportunity for public comment was held, the Committee recommended Council approve the recommendations contained in the CAO report. This matter is now forwarded to the Council for its consideration.

Respectfully submitted,

HOUSING, COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
WESSON:	YES
REYES:	YES
ALARCON:	ABSENT
CARDENAS:	YES
PERRY:	YES

SG  
1/12/11  
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*cited in Sylvia Landfield Trust v. City of Los Angeles  
No. 11-55904 archived on September 19, 2013*

**Not Official Until Council Acts**

**ADOPTED**

JAN 14 2011

**LOS ANGELES CITY COUNCIL**