

**CITY OF SAN ANTONIO  
INTERDEPARTMENTAL MEMORANDUM  
DEPARTMENT OF COMMUNITY INITIATIVES**

**PUBLIC HEARING  
TIME CERTAIN  
ITEM NO 5  
4:00 PM**

**TO:** Mayor and City Council

**FROM:** Dennis J. Campa, Director, Department of Community Initiatives

**THROUGH:** Terry M. Brechtel, City Manager

**COPIES:** Frances A. Gonzalez, Assistant to the City Manager; Finance Department; Office of Management and Budget; City Attorney's Office; Department of Housing and Community Development; File

**SUBJECT:** AN ORDINANCE AUTHORIZING THE REPROGRAMMING OF FY 02-03 HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS FUNDING TO THE ALAMO AREA RESOURCE CENTER AND THE BLACK EFFORT AGAINST THE THREAT OF AIDS

**DATE:** March 6, 2003

**SUMMARY AND RECOMMENDATIONS**

This ordinance authorizes the reprogramming of funds in the amount of \$79,485 from the FY 02-03 Housing Opportunities for Persons with AIDS (HOPWA) budget. Funds are being reprogrammed to the Alamo Area Resource Center (AARC) in the amount of \$45,300 and to the Black Effort Against the Threat of AIDS (BEAT AIDS) in the amount of \$34,185 to support the establishment of housing resource and referral network. This ordinance also authorizes the execution of contracts with AARC and BEAT AIDS and a budget revision.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

On May 23, 2002, City Council accepted an award of \$965,000 in HOPWA funds from the U.S. Department of Housing and Urban Development (HUD) and awarded \$797,404 to various community organizations. At this time, City Council also designated \$138,646 for the funding of a pilot project to establish a housing resource and referral network for individuals with HIV/AIDS. This network will provide advocates, consumers and case managers with access information on available housing and eligibility requirements in San Antonio and the surrounding area.

AARC and BEAT AIDS will conduct outreach activities at HIV/AIDS social service organizations, community centers and area housing providers. The agencies will disseminate information to advocates, consumers, housing providers and HIV/AIDS service providers to better connect clients to available housing and facilitate participation in the network. The City will ensure effective implementation of the pilot project and coordinate all outreach activities to prevent duplication of services. It is estimated 390 participants will be served by the pilot project.

On October 7, 2002, a request for proposals from organizations interested in partnering with the City to pilot the housing clearinghouse was released and advertised in the San Antonio Express News. Only one proposal was received. After review, it was deemed non-responsive to the RFP. A subsequent RFP was issued on Wednesday, November 27, 2002. The legal notice was published on November 24, 2002 in La Prensa and on November 27, 2002 in the Express News and the Informer. Five organizations were represented at the pre-proposers conference held December 6, 2002. Two organizations, AARC and BEAT AIDS responded. The proposal review panel recommended awarding funds to both AARC and BEAT AIDS based on their scores (Attachment A) and the scope of work proposed.

### **POLICY ANALYSIS**

This action is a continuation of existing City policy to provide services to the individuals and families affected by HIV/AIDS in the Eligible Metropolitan Statistical Area (EMSA). The EMSA includes the counties of Bexar, Comal, Guadalupe and Wilson. This action furthers the Department's commitment to family strengthening and the provision of safety net services as the housing clearinghouse will improve and streamline access to housing to individuals and families with HIV/AIDS.

### **FISCAL IMPACT**

There is no General Fund commitment.

### **COORDINATION**

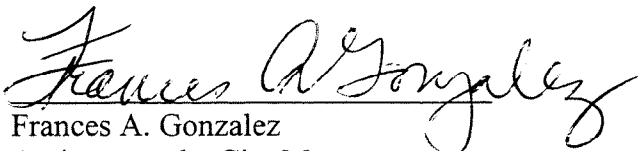
Coordination has occurred with the City Attorney's Office, Office of Management and Budget, Finance Department, and the Department of Housing and Community Development.

### **SUPPLEMENTARY COMMENTS**

Required Ethics Disclosure Statements are attached.



Dennis J. Campa, Director  
Department of Community Initiatives



Frances A. Gonzalez  
Assistant to the City Manager



Terry M. Brechtel  
City Manager

<b>Project:</b> HOPWA Clearinghouse <b>Evaluation Team:</b> Neighborhood Action Department Bexar County Housing & Human Resources San Antonio Housing Authority San Antonio Area HIV Health Services Planning Council <b>Proposal Due Date:</b> December 27, 2002						
	Maximum Points	Alamo Area Resource Center	Black Effort Against the Threat of AIDS			
History, Experience, Past Performance	20	16.25	11.25			
Program Goals & Participant Description	20	16.25	15			
Implementation Strategy	20	16.25	10			
Performance Measurement	10	8.75	7.5			
Funding Budget	10	6.75	6.25			
Local Business Enterprise	10	10	10			
Disadvantaged Business Enterprise	5	0	0			
Compliance with SBEDA Policy	5	0	0			
<b>Grand Total</b>	<b>100</b>	<b>74.25</b>	<b>60</b>			

**Notes:**

Funding Level Recommended

\$45,300.00    \$34,185.00

City of San Antonio

Discretionary Contracts Disclosure\*

For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1&2

Attach additional sheets if space provided is not sufficient.

State "Not Applicable" for questions that do not apply.

\* This form is required to be supplemented in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of Council action, and no later than five (5) business days after any change about which information is required to be filed.

Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the city in the enforcement of provisions contained in the City Charter and the code of ethics, an individual or business entity seeking a discretionary contract from the city is required to disclose in connection with a proposal for a discretionary contract:

(1) the identity of any **individual** who would be a party to the discretionary contract;

N/A

(1) the identity of any **business entity**<sup>1</sup> that would be a party to the discretionary contract: \_\_\_\_ and the name of:

(A) any individual or business entity that would be a *subcontractor* on the discretionary contract;

N/A

(A) any individual or business entity that is known to be a *partner*, or a *parent* or *subsidiary* business entity, of any individual or business entity who would be a party to the discretionary contract;

N/A

(1) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

N/A

<sup>1</sup> A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.


### Political Contributions

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any *current* or *former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, attorneys, or registered lobbyists of the entity.

To Whom Made: N/A	Amount: N/A	Date of Contribution: N/A

### Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which, reasonably understood, raise a question<sup>2</sup> as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

N/A		
Signature: 	Title: Executive Director  Company: BEAT-AIDS, Inc.	Date: 11/7/02

<sup>2</sup>For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

**City of San Antonio**  
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- (1) the identity of any *lobbyist* or *public relations firm* employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

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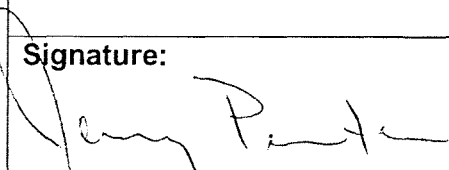
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Signature: 	Title: Executive Director Company: Alameda Area Resource Ctr	Date: 12-27-02

<sup>2</sup>For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

**HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS -**  
**26-054109**  
**10/01/02 TO 9/30/05**

INDEX CODE	OBJ CODE	Current Budget	Revision	Revised Budget
<b>REVENUES</b>				
HUD CONTRACT #		\$ 965,000.00	\$ -	\$ 965,000.00
<b>TOTAL REVENUES</b>		<b>\$ 965,000.00</b>	<b>\$ -</b>	<b>\$ 965,000.00</b>

**EXPENDITURES**

<b>ACTIVITY 38-12-39 CAD - HOPWA ADMINISTRATION</b>				
714659	REGULAR SALARIES/WAGES	01-010	\$ 9,452.00	\$ 9,452.00
714667	FICA	01-030	\$ 592.00	\$ 592.00
714675	TMRS	01-040	\$ 899.00	\$ 899.00
714683	FLEX BENEFITS	01-050	\$ 1,392.00	\$ 1,392.00
714691	LIFE INSURANCE	01-051	\$ 18.00	\$ 18.00
714733	PAGERS/MOBILEPHONES	02-112	\$ 250.00	\$ 250.00
714741	RENTAL OF EQUIPMENT	02-119	\$ 525.00	\$ 525.00
714758	RENT OF CITY MOTOR POOL	02-120	\$ 330.00	\$ 330.00
714766	TRAVEL - OFFICIAL	02-124	\$ 2,500.00	\$ 2,500.00
714774	EDUCATION	02-128	\$ 2,290.00	\$ 2,290.00
714782	FEES TO PROFESSIONAL CONTRACTOR	02-160	\$ 3,000.00	\$ 3,000.00
714790	ADVERTISING & PUBLICATION	02-175	\$ 3,500.00	\$ 3,500.00
714808	MEMBERSHIP DUES & LICENSES	02-178	\$ 700.00	\$ 700.00
714816	SUBSCRIPTIONS TO PUBLICATIONS	02-187	\$ 1,500.00	\$ 1,500.00
714824	OFFICE SUPPLIES	03-210	\$ 1,871.00	\$ 1,871.00
714832	TOOLS, APPARATUS, & ACCESSORIES	03-232	\$ 131.00	\$ 131.00
<b>TOTAL 38-12-39</b>		<b>\$ 28,950.00</b>	<b>\$ -</b>	<b>\$ 28,950.00</b>

**ACTIVITY 38-12-60 CAD**

714840	REGULAR SALARIES/WAGES	01-010	\$ 95,270.00	\$ (59,491.00)	\$ 35,779.00
714857	FICA	01-030	\$ 7,288.00	\$ (4,381.00)	\$ 2,907.00
714865	TMRS	01-040	\$ 10,061.00	\$ (5,535.00)	\$ 4,526.00
714873	FLEX BENEFITS	01-050	\$ 17,060.00	\$ (9,776.00)	\$ 7,284.00
714881	LIFE INSURANCE	01-051	\$ 217.00	\$ (132.00)	\$ 85.00
714899	COMMUNICATIONS	02-110	\$ 1,000.00	\$ -	\$ 1,000.00
714907	PAGERS/MOBILEPHONES	02-112	\$ 250.00	\$ (170.00)	\$ 80.00
714915	MEMBERSHIP DUES & LICENSES	02-178	\$ 250.00	\$ -	\$ 250.00
714923	SUBSCRIPTIONS TO PUBLICATIONS	02-187	\$ 250.00	\$ -	\$ 250.00
714931	OFFICE SUPPLIES	03-210	\$ 500.00	\$ -	\$ 500.00
714949	COMPUTER EQUIPMENT	05-360	\$ 6,500.00	\$ -	\$ 6,500.00
			<b>\$ 138,646.00</b>	<b>\$ (79,485.00)</b>	<b>\$ 59,161.00</b>

**ACTIVITY 38-12-92 HOPWA AGENCIES**



714956	ALAMO AREA RESOURCE CENTER	02-163	\$ 107,660.00	\$ -	\$ 107,660.00
714964	HOUSE OF HOPE	02-163	\$ 179,362.00	\$ -	\$ 179,362.00
714972	SAN ANTONIO AIDS FOUNDATION	02-163	\$ 472,382.00	\$ -	\$ 472,382.00
714980	HOPE ACTION CARE	02-163	\$ 38,000.00	\$ -	\$ 38,000.00
	BEAT AIDS	02-163	\$ -	\$ 34,185.00	\$ 34,185.00
	ALAMO AREA RESOURCE CENTER	02-163	\$ -	\$ 45,300.00	\$ 45,300.00

TOTAL 38-12-92

\$ 797,404.00 \$ 79,485.00 \$ 876,889.00

TOTAL EXPENDITURES

\$ 965,000.00 \$ - \$ 965,000.00

FUND ONLY INDEX CODE \_\_\_\_\_