

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: COMMUNITY AND HUMAN DEVELOPMENT

AGENDA DATE: AUGUST 15, 2006

CONTACT PERSON/PHONE: NATHALIE PRISE, DIRECTOR/ 541-4241

DISTRICT(S) AFFECTED: All

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Under this item City Council is asked to extend the agreement with Amerinational Community Services (ACS) for housing loan administration services for a one year period, September 1, 2006 through August 31, 2007, pursuant to the provisions of contract 2003-118, Administration of HUD Loans, with ACS which allows for two one-year extensions. This would be the first of the two extensions allowed under the July 15, 2003 agreement with ACS, headquartered in Downey, CA.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

On July 15, 2003, Amerinational Collection Services (ACS) was awarded a contract to service the City's portfolio of housing loans funded through the Community Development and HOME grants from HUD. At present this consists of approximately 2000 loans with a total value of \$34 million for single-family owner-occupied rehabilitation, single-family owner-occupied reconstruction, investor owned rehabilitation, and new construction and rehabilitation activities by private non-profits. . Recently the agreement with ACS was amended to enable the agency to provide delinquency default and forbearance services. Extending the contract at this time will assure continuity in the management of the portfolio and also provide an opportunity to assess the effectiveness of the delinquency services. ACS is headquartered in Downey, CA, but has a subsidiary office in El Paso to better serve the needs of the local loan clients.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

Yes, the original Contract dated July 15, 2003 for loan portfolio management services.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

AMOUNT: \$200,000 (estimated)

BUDGET NO: 71150036-09760-502201 G7107HM and BUDGET NO: 71150039-09933-502201 G710RLEAD07

FUNDING SOURCE: Home Program FY07-Billing/Collecting Agency Contracts and FY07 RFL Admin. FY07 - Billing/Collecting Agency Contracts

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required)

MAJL

FINANCE: (if required)

DEPARTMENT HEAD:

Nathalie Prise, Director

Nathalie Prise

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

DATE: August 8, 2006
TO: Municipal Clerk
FROM: Terrence Freiburg
Purchasing Manager, ext.4313
THRU: Aurora Wells
Bid Clerk ext. 4038

Please place the following item on the **CONSENT** agenda for the Council Meeting of **AUGUST 15, 2006**.

Request that the Purchasing Manager of the Financial Services Department, Purchasing Division be authorized to exercise the City's option to extend the term of the agreement for a one year period, from September 1, 2006, through August 31, 2007, pursuant to the provisions of the contract relating to Solicitation No. 2003-118, Administration of HUD Loans, with AmeriNational Community Services, Inc., Downey, CA.

Department: Community Development
Option No.: One of Two
Amount: \$200,000.00 (Estimated)
Account No: 71150036-09760-502201 G7107HM
71150039-09933-502201 G710RLFAD07
Funding Source: Home Program FY07-Billing/Collecting Agency Contracts and
FY07 RFL Admin. FY07 - Billing/Collecting Agency Contracts
District(s): All

Contact person: Terrence Freiburg, Purchasing Manager, 541-4313.

DATE: August 8, 2006

TO: Municipal Clerk

FROM: Terrence Freiburg/Ray Heredia

Purchasing Division - 4308-4316

Please place the following item on the **CONSENT** agenda for the Council meeting of August 15, 2006.

Item should read as follows: BID NO: 2003-118 – Administration of HUD Loans

Request that the Purchasing Manager of the Financial Services Department, Purchasing Division be authorized to exercise the City's option to extend the term of the agreement for a one year period, from September 1, 2006, through August 31, 2007, pursuant to the provisions of the contract relating to Solicitation No. 2003-118, Administration of HUD Loans, with AmeriNational Community Services, Inc., Downey, CA.

Department:	Community Development
Option No.:	One of Two
Amount:	\$200,000.00 (Estimated)
Account No:	71150036-09760-502201 G7107HM 71150039-09933-502201 G710RLFAD07
Funding Source:	Home Program FY07-Billing/Collecting Agency Contracts and FY07 RFL Admin. FY07 - Billing/Collecting Agency Contracts
District(s):	All



July 25, 2006

MEMO TO: Ray Heredia, Jr. – Purchasing Department
FROM: Nathalie Prise, Director, Community & Human Development
SUBJECT: One-Year Extension for AmeriNational

Nathalie

Please consider this my approval to extend our contract for one additional year with AmeriNational Community Services, Inc. for the servicing of our loans.

The period for the one-year extension is from September 1, 2006 through August 31, 2007. Please let me know if you have additional questions.

**MOTION
JULY 15, 2003**

Motion made, seconded and unanimously carried to award Bid No. 2003-118
Administration of HUD Loans

Award to: Amerinatonal Community Services, Inc.
Downey, CA
Item: 1
Amount: \$ 20,000.00 (Estimated One Time Set Up Fee)
\$152,400.00 (Estimated Annually)

Department: Community Development
Funds available: 71150039-09903-G710RLFCDH
Funding source: CDBG Revolving Loan Fund Grant
Total award: \$172,400.00 (Estimated Annually)
District (s): All

Community and Human Development and the Purchasing Department recommend award as indicated as this vendor has provided the Best Value Bid.

This is thirty-six (36) month contract with the City's option to extend the contract for two (2) additional one (1) year terms.

Richarda Duffy Momsen, City Clerk