



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jacky Morales-Ferrand
Julia H. Cooper
Jim Shannon

SUBJECT: SEE BELOW

DATE: March 17, 2021

Approved

Date

3/18/2021

SUBJECT: REPORT ON REQUEST FOR PROPOSAL AND APPROVAL OF AGREEMENTS FOR THE AFFORDABLE HOUSING PORTAL

RECOMMENDATION

- (a) Approve the City Housing Department participation in a regional collaboration effort with other jurisdictions, known as the Regional Doorway Collaborative, to continue discussions on coordinating development and ongoing maintenance of the Affordable Housing Portal.
- (b) Accept the report on the Request for Proposal and adopt a resolution authorizing the City Manager to:
 - (1) Negotiate and execute an agreement with Exygy, Inc. (San Francisco, CA) for Phase 2 of an Affordable Housing Portal, including development, implementation, configuration, training, support, maintenance, and hosting, for an initial two-year term beginning April 1, 2021 through March 31, 2023, and a maximum compensation not to exceed \$2,053,416;
 - (2) Negotiate and execute a Cooperation Agreement with San Mateo County to establish a payment schedule, roles, and responsibilities for both agencies to jointly manage the Affordable Housing Portal project beginning April 1, 2021 through March 31, 2023, and for San Mateo County to fund a portion of the cost for milestone 1-4 features and services in the amount of \$383,303;
 - (3) Negotiate and execute amendments and change orders to the agreement with Exygy, Inc. to address changes in requirements, including San Mateo County participation in milestones 5-7, for a contingency amount not to exceed \$395,000 during the initial term, subject to the appropriation of funds;

- (4) Negotiate and execute amendments to the Cooperation Agreement to include funding for participation in additional and related scopes of work and milestones and extension of the term consistent with the material conditions of the original agreement, subject to the appropriation of funds; and
 - (5) Execute options to the agreement with Exygy, Inc. for up to five (5) one-year options through March 31, 2028 for ongoing maintenance, support, hosting, and related professional services.
- (c) Adopt the following Appropriation Ordinance and Funding Sources Resolution amendments in the Low and Moderate Income Housing Asset Fund:
- (1) Establish an estimate for Revenue from Local Agencies in the amount of \$383,303;
 - (2) Decrease the Affordable Housing Web Portal Reserve appropriation by \$1,732,000;
 - (3) Increase the Unrestricted Ending Fund Balance by \$61,887; and
 - (4) Establish an Affordable Housing Web Portal appropriation to the Housing Department in the amount of \$2,053,416.

OUTCOME

Approval of these recommendations will authorize the Housing Department to implement Phase 2 of the Affordable Housing Web Portal (“Portal” or “Doorway”) in partnership with San Mateo County. The Portal is a regional project that has been successfully implemented in San Francisco and Alameda Counties. Once fully implemented, the Portal will vastly improve access to affordable housing by providing San José residents a single, multilingual platform to find and apply for affordable housing.

EXECUTIVE SUMMARY

Prospective tenants are faced with numerous challenges when trying to obtain affordable housing. Finding affordable housing sites that are accepting applications is extremely challenging. If a property is accepting applications, completing and submitting an application can be a daunting task, and applicants often do not know their current place on the eligibility list.

The City and County of San Francisco have been effective in addressing these issues through its investment in its DAHLIA web portal that provides applicants a central portal through which to find and apply for affordable housing. To further this work, a regional coordination team, referred to as the Regional Doorway Collaborative, was established to build on this technology and implement similar systems throughout the Bay Area.

The City of San José and San Mateo County have each implemented pilot affordable housing websites (Phase 1) to determine the feasibility of future efforts. Based on the success of its Phase 1 website pilot, City staff issued a Request for Proposal (RFP) for its Phase 2 web portal, now referred to as the Affordable Housing Portal or Doorway.

Based on the results of the RFP, staff recommends award of contract to Exygy, Inc. (“Exygy”) for the development and implementation of the Affordable Housing Portal. In the interest of regional collaboration, the County of San Mateo will participate in the project to help fund and direct efforts. Since the County of San Mateo (“County”) Phase 1 project contained more features than the City Phase 1 website, the County portion of the joint Phase 2 project will be less than the City contribution. In addition to committing \$383,303 for its portion of the cost, the County will provide staff resources to help ensure successful project implementation.

The Affordable Housing Portal will include both an Applicant Portal and a Partners Portal. The Applicant Portal will provide a website for prospective tenants to find all affordable housing vacancy listings in one location. Applicants will be able to submit applications online through the Applicant Portal, and affordable housing property managers will be able to efficiently manage applications for tenancy through the Partners Portal.

The Agreement with Exygy includes system maintenance, web hosting, and vacancy listing support for 24 months from the start date of the project. An option for ongoing maintenance, support, and hosting is included in the agreement; however, it is anticipated that those will be addressed through the Regional Doorway Collaborative after the initial 24 months. The City will work with the Regional Doorway Collaborative to further reduce ongoing costs and ensure effective use of the system by all affordable housing developers and property managers.

BACKGROUND

Since 1990, the City of San José has helped fund and/or facilitate the completion of almost 20,000 affordable housing apartments. Each affordable housing development has recorded an affordability deed restriction the developer accepted in exchange for funding to help finance development of the property.

Unlike the Housing Choice Voucher (“Section 8 Voucher”) Program that uses one waiting list for Santa Clara County, deed-restricted affordable apartments have distinct eligibility requirements such as the specific unit composition and affordability for the specific development. Therefore, each development has its own application process which results in a unique eligibility list for each specific property. This disjointed process creates a number of challenges for families seeking affordable housing.

Challenges faced by Households Finding and Applying for Affordable Housing

Finding apartments that are accepting applications can be daunting. The Housing Department posts a list of all affordable housing sites with their address and contact information. Each apartment has a specific maximum income limit and may have a set-aside for a special population such as special needs, formerly homeless individuals, or seniors. Applicants must contact each apartment to find out availability, the specific requirements for the apartment, and when they are accepting applications. Affordable properties often have lower turnover and use waiting lists to fill available apartments. Since property managers typically do not open their waiting lists for several years, applicants typically have to make many calls to each property manager over an extended period of time to find apartments for which they can apply.

Once an applicant finds an apartment that is accepting applications, completing these forms can be tedious. Applicants must complete a lengthy form and provide supporting documentation for each apartment for which they apply. This can be challenging for households with limited English proficiency. Delivering completed applications can also be challenging for low-income households with child-care needs or limited transportation options.

An applicant that meets the prescreening process is put on a waiting list. When an applicant gets on a waiting list, it may be months before they are called for an interview. Not knowing their place on the list makes it difficult for applicants to make important life decisions. Applicants must call the property manager to find out their current status on the list, which is time-consuming for both applicants and property managers.

Regional Efforts to Improve the Affordable Housing Application Process

The affordable housing industry is acutely aware of the challenges facing prospective applicants. Various efforts in the past have attempted to address this issue and were unsuccessful because they added workload for affordable housing property managers while providing no perceptible benefits for the property managers or the applicants.

Over the past six years, San Francisco has invested approximately \$7 million to develop its DAHLIA affordable housing website (<https://housing.sfgov.org>). This website lists all affordable housing vacancy opportunities in one place, simplifies the application process, and provides automated tools for property managers to facilitate the processing of applications.

DAHLIA has been well received by both applicants and property managers, and almost all affordable housing vacancies in San Francisco are processed using this system. As a result of its success, the DAHLIA concept is expanding to other Bay Area jurisdictions through a regional effort referred to as the Regional Doorway Collaborative. The City of San José, Alameda County, and San Mateo County are part of this regional effort and are in various stages of Doorway implementation. Other agencies, including the Housing Authority of Santa Clara County, are also evaluating current and planned features of the Doorway platform.

Regional Doorway Collaboration

The mission of the Regional Doorway Collaborative is to (1) improve access to affordable housing by making it easier to find and apply for affordable housing in the Bay Area, (2) generate data on housing demand and placement to facilitate more efficient use of affordable housing resources, (3) help advocate for more resources for these efforts, and (4) facilitate alignment in tenant preferences used in various jurisdictions to the extent possible. The Regional Doorway Collaborative envisions a simple and equitable way for residents to find and apply for affordable housing throughout the Bay Area and is working to create a unified platform with transparent processes from marketing to move-in.

Over the past 18 months, the City of San José and San Mateo County have been participating in a multijurisdictional effort to coordinate a regional approach for implementing Doorway consistently across multiple Bay Area jurisdictions. The core regional team is comprised of the City and County of San Francisco, the City of San José, Alameda County, San Mateo County, and the Bay Area Housing Finance Agency.

The group is striving to minimize differences in each agency's current platform to reduce ongoing maintenance and support costs. Prior to the completion of the Phase 2 Affordable Housing Portal project, it is anticipated the Regional Doorway Collaborative will be able to take over the ongoing maintenance and support effort for all sites which means the options recommended for the agreement with Exygy may not be required. Longer term, this should be a more cost-effective means for managing the different agency portals. Should this process not be complete by the end of the Phase 2 project implementation, staff will exercise options under the agreement with Exygy to ensure ongoing services are maintained.

As a part of the recommendations made in this memorandum, staff is recommending City Council support the Housing Department continued participation in this regional effort through its participation in discussions with the Regional Doorway Collaborative. This will enable the City to remain a key participant in the regional effort to coordinate further development and ongoing maintenance and support of the Doorway platform. Moving forward, if the regional effort requires formal participation by the City of San José in either establishing a new entity, representation on a governing board, or commitment of additional City resources, staff will return to the City Council for authority before making such commitments.

San José Efforts to Improve the Affordable Housing Application Process

In July 2017, the City of San José was one (1) of five (5) cities globally to be awarded the IBM Smart Cities Challenge Grant. The grant provided technical resources from IBM to evaluate several technology projects being considered by the Housing Department. The specific projects evaluated included the Rent Registry project and this Affordable Housing Portal project. IBM completed its report in February 2018. In short, the report bolstered the business justification for the necessity of the projects, validated the technical approach, and provided recommendations on how to maximize the City's investments in these projects. This Affordable Housing Portal

project is also identified as a priority on the Smart City Roadmap since it meets the Smart City Vision of ensuring that the City is inclusive in providing digital access and better tools to address affordable housing needs.

In 2018, the City was awarded an \$80,000 grant from the Silicon Valley Community Foundation to create a pilot website for affordable housing. In January 2019, the City conducted a Request for Quotation (“RFQ”), leveraging a list of pre-qualified vendors developed by the Metropolitan Transportation Commission (“MTC”) through its Request for Qualifications for On-Call Website Operations, Maintenance, and Improvement Services issued in November 2016. Based on the results of the RFQ, a purchase order was issued to Exygy for \$160,000 in March 2019 for the design, development, and implementation of a web portal to provide applicants seeking affordable housing a single platform to find and apply for affordable housing. The website (<https://housing.sanjoseca.gov>) was Phase 1 of the Affordable Housing Portal, provides several affordable housing vacancy listings, and allows applicants to download an application for tenancy. Phase 1 successfully demonstrated applicant demand for the website and acceptance by affordable housing property managers.

Staff now recommends that the City move forward with Phase 2 of the project. The next section of this memorandum summarizes the City’s procurement process for Phase 2 of the Affordable Housing Portal, discusses the features of the Portal to be implemented under the Agreement with Exygy, and outlines the cost-sharing terms in the Cooperation Agreement with San Mateo County.

ANALYSIS

In August 2019, the Finance Department released a Request for Proposal (RFP) for Phase 2 of the Affordable Housing Portal through the City’s e-procurement system. A total of eighty-eight (88) companies viewed the RFP, and one (1) responsive proposal from Exygy was received prior to the submittal deadline.

Evaluation Process: Exygy’s proposal was reviewed by a three-member evaluation team representing the Housing Department, the Information Technology Department, and the Office of Civic Innovation to ensure that the vendor’s proposal response met or exceeded the City requirements. The vendor also participated in an oral interview and a Best and Final Offer (“BAFO”) to make clarifications and refine costs. After reviewing the BAFO response, it was determined the best approach would be to enlist participation from partner jurisdictions to share in the cost of development and to align requirements.

San Mateo County Participation: After staff discussions with other jurisdictions, San Mateo County agreed to participate. A Second BAFO was conducted to include input from San Mateo County and to obtain updated costs from the vendor reflecting San Mateo County’s participation.

Local and Small Business Enterprise Preference: In accordance with San José Municipal Code Section 4.12.320.C, ten percent (10%) of the total evaluation points were reserved for the local and small business preference. Exygy did not request nor receive the local or small business preference.

Protest: The City RFP process included a ten-day protest period that began when the City issued the Notice of Intended Award on September 18, 2020. No protests were received.

Award Recommendations: Staff recommends award of contract to Exygy as the sole respondent to this RFP whose proposal met or exceeded all RFP specifications, particularly in the following key areas:

- *Extensive experience, knowledge, and expertise in the affordable housing application process.* Exygy was instrumental in implementing the DAHLIA web portal in San Francisco which has been highly successful. The DAHLIA project involved numerous interviews with multiple stakeholder groups to identify their needs for the affordable housing application process.
- *Demonstrated technical competency in implementing systems.* Exygy has an established team of professionals adept at utilizing a variety of technical solutions to meet the needs of its customers.
- *Established reputation for implementing systems that meet or exceed contractual obligations within established budgets and timelines.* As demonstrated by its references, Exygy has consistently met its contractual obligations and client expectations.

Staff conducted reference checks with the City and County of San Francisco, San Mateo County, and Alameda County. All references provided positive feedback.

Summary of Proposed Agreement with Exygy: The agreement with Exygy will be substantially in accordance with City standard terms and conditions and include the following provisions:

- 1) Fixed, not-to-exceed pricing for the initial two-year term;
- 2) Up to five (5) one-year options to extend the agreement, with price adjustments to be considered by the City upon request if justified and in accordance with the Consumer Price Index (CPI) or other applicable industry index but not to exceed 3% over the previous year;
- 3) Detailed scope of services to ensure the provided services comply with City requirements, including the City's IT security and privacy requirements;
- 4) Performance payments based on completion, delivery, and acceptance of specified milestones; and
- 5) A warranty period of ninety (90) days for professional services and 180 days for software and software customizations.

The Exygy agreement includes implementation of an Applicant Portal where prospective tenants can find and apply for affordable housing vacancies at one, virtual location and a Partners Portal where affordable housing property managers can efficiently manage applications.

Key Features of the Applicant Portal

Through the Applicant Portal, prospective tenants will have the ability to:

- Submit electronic applications online;
- Access instructional information in multiple languages (Spanish and Vietnamese);
- Store information online for re-use in applying for multiple apartment listings;
- Request automatic notification by email of new affordable housing vacancy listings;
- Receive notification and a confirmation number for their application; and
- Obtain an updated status of their place on eligibility lists.

Key Features of the Partners Portal

Through the Partners Portal, affordable housing property managers will have the ability to:

- Sign into the Partners Portal with a user account;
- View individual applications submitted through the Applicant Portal;
- Export a spreadsheet with the digital applications submitted;
- Enter a paper application (short form) into the Partners Portal;
- Flag duplicate applications;
- Create and update affordable housing vacancy lists; and
- Facilitate the application process based on preferences established by each jurisdiction.

In addition to the above features, property managers and Housing Department staff will have access to various analytical reports, such as applicant demand for various affordable housing types and application processing efficiency.

The City of San José and San Mateo County each have Applicant Portals as a result of its Phase 1 efforts; however, the County of San Mateo's Phase 1 project contained more features than the City's Phase 1 project. The new Agreement with Exygy brings both Applicant Portals into alignment and add new features.

Project Milestones and Deliverables

The agreement with Exygy groups the features mentioned above into seven (7) milestones. The first four (4) milestones are expected to be completed in the first year of the initial term.

Milestones 1 and 2 focus on user outreach, requirements documentation, and bringing the San José Applicant Portal up to the same functional level as the existing San Mateo Applicant Portal. Milestone 3 focuses on new features for the Applicant Portal, and milestone 4 will complete and launch the Partners Portal in both San José and San Mateo.

This project will utilize an agile project approach. Exygy will gather requirements from applicants and project managers who use the features delivered during milestones 3 and 4. During milestones 5 and 6, the vendor will incorporate this feedback and launch second versions

of the Applicant Portal and Partners Portal respectively. Milestone 7 includes additional user training and documentation to ensure the platform can be easily used and maintained.

Summary of Proposed Cooperation Agreement with San Mateo County: The Cooperation Agreement between the City of San José and San Mateo County sets forth cost-sharing terms and defines the roles of each agency in supporting the project.

Cost-Sharing Terms

Both agencies have implemented similar “Phase 1” sites under prior agreements with Exygy; however, the San Mateo Phase 1 agreement included additional features not included in San José’s agreement. Most notably, San Mateo has already implemented a digital application prospective tenants can use to apply for housing. This is a key feature that will be addressed by San José in milestones 1 and 2. Therefore, San Mateo’s costs are less than the City’s costs. The cost-sharing methodology and payment contribution is laid out in Exhibit B of the Cooperation Agreement between the City of San José and the County of San Mateo.

The San Mateo County Board of Supervisors is expected to approve \$383,303 to cover its portion of milestones 1-4 in March or early April 2021. San Mateo County is unable to provide funding for milestones 5-7 at this time. Should the County receive approval to provide funding for its portion of milestones 5-7 in its next fiscal cycle, the Cooperation Agreement and the agreement with Exygy will be amended to include San Mateo’s participation.

Project Support Terms

The Cooperation Agreement sets staff support expectations for each agency. The City Housing Department will manage the agreement with Exygy since the City is the contracting party under the agreement. Both agencies will provide a project manager for the term of the project to coordinate input from their respective agency and to oversee vendor performance. San Mateo will be involved in the acceptance of all common deliverables, and both agencies will review and approve invoices prior to payment for mutual features.

Project Costs and Partnership with San Mateo County

The maximum not to exceed cost for the initial two-year term of the agreement with Exygy is \$2,053,416, which excludes San Mateo’s participation in milestones 5-7 as described above. Through the partnership with San Mateo County, the cost of implementation and ongoing maintenance will be shared. Like San José, San Mateo County has already completed a Phase 1 web portal. Since San Mateo’s existing portal includes more features than San José’s existing Phase 1 portal, San José’s costs for the entire project will be greater than San Mateo County’s costs. The cost-sharing methodology and terms are addressed in the proposed Cooperation Agreement with San Mateo County. This memorandum also includes a recommendation for a \$395,000 contingency to amend the agreement with Exygy during the initial two-year term, as required to allow staff to amend the agreement for any unforeseen circumstances or to add San Mateo County participation in additional milestones.

Long-Term Maintenance, Support, and Website Hosting

The agreement with Exygy includes costs for maintenance, web hosting, and support for the initial two-year term. After the initial term, these ongoing costs are estimated to be \$120,965 for each agency. Although the agreement allows for up to five (5) additional one-year options to extend the term for ongoing costs, it is anticipated these ongoing services will be addressed through the Regional Doorway Collaboration and would require future Council appropriation.

Participation from Other Santa Clara County Agencies

Over the past two (2) years, the City's Housing Department held discussions with other Santa Clara County housing agencies to garner interest in the Doorway project. The Housing Authority of Santa Clara County is one of several housing authorities in the Bay Area actively engaged in those discussions. It is anticipated that creation of Housing Choice Voucher ("Section 8") waitlists will be the focus of the next major Doorway expansion after completion of the Phase 2 Project.

The City's Housing Department also has had discussions with other cities in Santa Clara County to gather support for the Phase 2 project. It is anticipated that once the San José site is functional, it will be relatively simple for other agencies to adopt the City platform, as most of the affordable housing property management firms working in San José work throughout the Santa Clara County.

The City Affordable Housing Portal RFP included costs for adding other jurisdictions to the Portal. Onboarding other agencies will benefit affordable housing applicants. These agencies will need to contract for these services directly with Exygy or another vendor in accordance with their own purchasing and contracting requirements. While the City could ask these agencies to reimburse the City for its development costs, the primary financial objective is for all participating agencies to share in ongoing costs for support, maintenance, and hosting of the Doorway.

Potential Measures to Maximize the City's Investment

A key concept for this project's ultimate success is to provide a product that encourages property managers to utilize the system to post affordable housing vacancies. Based on the workshops held during the City's Phase 1 Doorway effort, it is anticipated the City's primary property management partners will readily adopt the system. However, for the system to provide the maximum level of impact to tenants, 100% of all affordable housing developments need to post their vacancies on the Portal. Staff will monitor the Portal's utilization and, if a significant number of property managers do not post their vacancy listings on the Portal, the City's Housing Department may return to City Council to discuss and make recommendations for potential measures to ensure that all affordable housing vacancies are posted at this site.

In addition to reducing ongoing costs by bringing other agencies onto the Doorway platform, staff will evaluate a potential fee to be charged to property managers for using the Doorway. This will be done in collaboration with the other participating Doorway agencies, and any

proposed fee will not be presented to City Council until the Portal has demonstrated that it provides tangible value to affordable housing property managers.

CONCLUSION

Applicants are faced with numerous challenges when trying to obtain affordable housing. Approval of this recommendation will allow City staff to work with Exygy, San Mateo County, affordable housing property managers, and other regional partners to develop a portal to alleviate many of these challenges and make finding affordable housing more accessible for those in need.

EVALUATION AND FOLLOW-UP

Staff will manage implementation of the Doorway project and will provide periodic progress updates to the Smart Cities and Service Improvements Committee as a part of the Smart City Road Map review.

CLIMATE SMART SAN JOSE

The recommendation in this memorandum aligns with one or more Climate Smart San José energy, water, or mobility goals.

PUBLIC OUTREACH

As a part of implementing Phase 1 of the Doorway system, meetings were held with property managers on April 10, May 8, and July 16, 2019. Exygy uses a collaborative approach to implementing the system, and will continue to hold outreach events and trainings with affordable housing property managers throughout the implementation of the system.

This memorandum will be posted on the City's Council Agenda website for the City of San José Council meeting to be held on March 30, 2021.

COORDINATION

This memorandum has been coordinated with the Office of Civic Innovation, the Information Technology Department, and the City Attorney's Office.

COMMISSION RECOMMENDATION/INPUT

No commission recommendation or input is associated with this action.

FISCAL/POLICY ALIGNMENT

This action is consistent with the City’s *Consolidated Plan 2015-2020*, adopted by City Council on May 5, 2015; and with Goal H-2 of the City’s *Housing Element 2014-2023*, adopted by City Council on January 27, 2015, to “increase, preserve, and improve San José’s affordable housing stock.” This action is also a priority on the City’s Smart City Roadmap.

COST SUMMARY/IMPLICATIONS

1. AMOUNT OF RECOMMENDATION (two-year initial term) \$2,053,416

2. COST ELEMENTS:

One-Time Implementation Costs

- <i>Milestone 1:</i> Applicant Portal (Listing, Requirements, Backlog)	\$80,000
- <i>Milestone 2:</i> Engineering Requirements, Server Move, and Stakeholder Requirements	90,000
- <i>Milestone 3:</i> Applicant Portal (Paper Versions, Digital Application, and Stakeholder Input)	48,000
- <i>Milestone 4:</i> Partners Portal Launch and Training	167,000
- <i>Milestone 5:</i> Applicant Portal Feature Enhancements	70,000
- <i>Milestone 6:</i> Partners Portal Feature Enhancements	55,000
- <i>Milestone 7:</i> Ongoing Listing Support, Documentation, and Training	48,104
- <i>Milestone 8:</i> Go Live and Final Acceptance	129,000

One-Time Implementation Costs Subtotal \$687,104

Ongoing Costs (Maintenance, Support, Hosting, Stakeholder Management, and Feature Design and Development)

- Year 1 (initial term)	\$876,430
- Year 2 (initial term)	489,882

Ongoing Costs Subtotal \$1,366,312

CONTRACT NOT-TO-EXCEED TOTAL (two-year initial term) \$2,053,416

Contingency (subject to executed change order or amendment) 395,000

GRAND TOTAL NOT TO EXCEED (two-year initial term) \$2,448,416

3. SOURCE OF FUNDING: Low- and Moderate-Income Housing Asset Fund

- 4. FISCAL IMPACT:** There is no impact to the General Fund. The net cost to the Low and Moderate Income Housing Asset Fund for the implementation of the Doorway Phase 2 project is \$1,670,113 (\$2,053,416 initial term of contract amount less \$383,303 to be received from San Mateo County). Ongoing maintenance, support, and web hosting costs for option terms will begin in Year 3, if required, with the City of San José and San Mateo County each contributing 50% (\$120,965) of the \$241,930 in annual costs, subject to the appropriation of funds in the Low- and Moderate-Income Housing Asset Fund.

BUDGET REFERENCE

The table below identifies the funds and appropriations to fund the contract recommended as part of this memorandum.

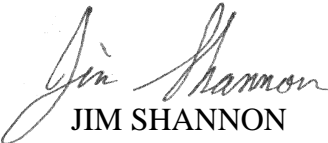
Fund #	Appn. #	Appn. Name	Total Appn.	Amt. for Contract	Rec. Budget Action	2020-2021 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)
346	R090	Revenue from Local Agencies	\$0	N/A	\$383,303	N/A	N/A
346	8999	Unrestricted Ending Fund Balance	\$3,450,573	N/A	\$61,887	X-61	02/09/21 Ord. 30531
346	8560	Affordable Housing Web Portal Reserve	\$1,732,000	N/A	(\$1,732,000)	X-61	10/20/20 Ord. 30494
346	New	Affordable Housing Web Portal	\$0	\$2,053,416	N/A	N/A	N/A

CEQA

Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.

/s/
JACKY MORALES-FERRAND
 Director of Housing

/s/
JULIA H. COOPER
 Director of Finance


JIM SHANNON
 Budget Director

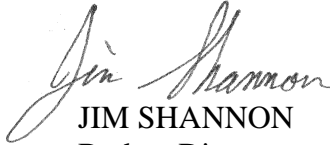
HONORABLE MAYOR AND CITY COUNCIL

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I hereby certify that there will be available for appropriation in the Low and Moderate Income Housing Asset Fund in the Fiscal Year 2020-2021 moneys in excess of those heretofore appropriated there from, said excess being at least \$383,303.

A handwritten signature in cursive script that reads "Jim Shannon".

JIM SHANNON
Budget Director

For program-related questions, please contact Rachel VanderVeen, Deputy Director of Housing, at rachel.vanderveen@sanjoseca.gov. For procurement-related questions, please contact Jennifer Cheng, Deputy Director of Finance, at jennifer.cheng@sanjoseca.gov.