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San Diego Housing Commission (SDHC)
Amendment to Third Term of SDHC's Agreement for
Temporary Staffing Services with REMX
Presentation to the SDHC Board of Commissioners
February 19, 2021

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SDHC – REMX Contract Amendment Background

- SDHC’s Rental Assistance Division administered the City of San Diego’s (City) COVID-19 Emergency Rental Assistance Program:
 - Temporary Staff necessary to assist with processing applications and disbursing funds.
 - Existing, as-needed contract with REMX utilized to provide certain temporary staff.
 - REMX temporary staff retained to work on other Rental Assistance Division projects and maintain continuity when a new COVID-19 assistance program begins.



SDHC – REMX Contract Amendment

Previous Actions

- November 13, 2020 – SDHC Board voted 6-0 to recommend that the Housing Authority of the City of San Diego authorize an amendment of an existing MOU to continue to oversee and administer the City’s COVID-19 Emergency Rental Assistance Program and related actions.
- A contract extension and amendment to REMX’s existing, as-needed contract was one of the related actions:
 - Approval to amend the REMX agreement for an additional amount not-to-exceed \$250,000 to provide temporary staff for the continuing operations of the City’s COVID-19 Emergency Rental Assistance Program and additional SDHC temporary staff needs.
- Contract amendment could not be executed because technical difficulties prevented the Housing Authority from acting on the requested approval at its December 8, 2020 meeting.



SDHC – REMX Contract Amendment Additional Federal Funding

- December 2020 – Strong indications emerged that additional federal funding for rental assistance was likely to be approved.
- December 27, 2020 – Federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 signed into law.
 - \$25 billion for emergency rental assistance nationwide, including funds allocated to the City of San Diego.
- Leveraging \$5 million in federal funds previously allocated to the City with the new federal funding maximizes assistance that could be provided to low-income households impacted by COVID-19.
- Staff recommendations include required approval for staff to execute an amendment to increase the compensation to REMX for costs incurred that exceeded the original contract amount related to the City’s COVID-19 Emergency Rental Assistance Program and create capacity for SDHC standard temporary contract needs.



SDHC – REMX Contract Amendment Staff Recommendations

That the SDHC Board of Commissioners take the following actions:

- 1) Approve an increase to the maximum compensation for the current term of the Agreement for Temporary Staffing Services with Remedy Temporary Services, LLC D/B/A REMX (REMX) in the amount of \$250,000 for a maximum compensation of \$500,000 as identified in the Agreement, to provide compensation for additional temporary staff on-boarded for the administration of the Emergency Rental Assistance Program in response to the ongoing COVID-19 pandemic and provide for standard staffing needs of SDHC.



SDHC – REMX Contract Amendment Staff Recommendations (Continued)

- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources provided the total program/project budget amount after substitution does not exceed the approved total budget, should the operation need arise or should such actions be to the benefit of SDHC and its mission; and
- 3) Authorize the President & CEO, or designee to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel and take such actions as are necessary and/or appropriate to implement these approvals.



Questions & Comments

