

RESOLUTION NO. .

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA,
SITTING AS THE GOVERNING BOARD OF COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE COUNTY OF SAN MATEO**

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**RESOLUTION WAIVING THE REQUEST FOR PROPOSALS PROCESS AND
AUTHORIZING THE EXECUTIVE DIRECTOR OF THE HOUSING AUTHORITY OF
THE COUNTY OF SAN MATEO OR THE EXECUTIVE DIRECTOR'S DESIGNEE
TO EXECUTE AN AGREEMENT WITH EXYGY, INC. FOR PROFESSIONAL
SERVICES IN SUPPORT OF THE AFFORDABLE HOUSING WEB PORTAL
PILOT FOR SAN MATEO COUNTY, FOR A TERM OF OCTOBER 1, 2019
THROUGH MARCH 31, 2020 IN A TOTAL AMOUNT NOT TO EXCEED \$375,000.**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, sitting as the Governing Board of Commissioners of the Housing Authority of the County of San Mateo, that

WHEREAS, on November 13, 2018, the Board of Supervisors authorized the Information Services Department ("ISD") to execute an agreement with Exygy, Inc. ("Exygy") in order to pilot an affordable housing web portal similar to the one used in the City and County of San Francisco ("San Francisco"), but tailored to the needs of San Mateo County through Resolution No. 076277; and

WHEREAS, the Department of Housing (“DOH”) worked closely with the ISD to project manage the web portal pilot, called SMC DAHLIA; and

WHEREAS, on August 19, 2019, the web portal pilot, called SMC DAHLIA, was successfully launched with two available affordable housing listings; and

WHEREAS, Exygy facilitated multiple convenings to engage with cities, affordable housing developers, market rate developers, and nonprofits in San Mateo County in order to better understand the housing listing needs of these stakeholders and to build consensus around requirements for the web portal based on applicable local, state and federal regulations; and

WHEREAS, the Housing Authority of the County of San Mateo (“HACSM”) wishes to continue to build out the SMC DAHLIA pilot by adding more affordable housing listings to the site, further building consensus with stakeholders around site requirements, including the required fields for a common housing application, and preparing for an online common application pilot, to be launched at a future date; and

WHEREAS, HACSM will continue to engage with its city and nonprofit partners in San Mateo County to develop a fiscal plan for SMC DAHLIA which includes funding options for the long-term, ongoing maintenance of the web portal, including considerations for collecting fees from market-rate housing developers, partnering with cities for support, and leveraging state funding opportunities; and

WHEREAS, in November 2016, the Metropolitan Transportation Commission (“MTC”) in San Francisco released a solicitation in the form of a Request for Qualifications (“RFQ”), which resulted in an agreement with Exygy for professional

services to build the online housing listing and application off the DAHLIA database system for San Francisco; and

WHEREAS, due to the successful implementation of the tool, in September 2018, the MTC extended its agreement with Exygy for ongoing support and additional design and development activities; and

WHEREAS, HACSM wishes to enter into an agreement with Exygy to leverage the existing model of DAHLIA that was created for San Francisco; and

WHEREAS, this Board has authorized waiving the Request for Proposal process as it has been determined in the best interests of HACSM.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Executive Director of the Housing Authority of the County of San Mateo or the Executive Director's Designee is hereby authorized to execute an agreement with Exygy, Inc. for professional services in support of the affordable housing web portal pilot for San Mateo County, for a term of October 1, 2019 through March 31, 2020 in a total amount not to exceed \$375,000.

BE IT FURTHER RESOLVED that signature authority is granted to the Executive Director to execute contract amendments which modify the Contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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