

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION AUTHORIZING: A) THE COUNTY, THROUGH THE DEPARTMENT OF HOUSING, TO JOINTLY MANAGE WITH THE CITY OF SAN JOSÉ AN AFFORDABLE HOUSING WEB PORTAL PROJECT TO BE DEVELOPED BY EXYGY, INC., WHICH WILL IMPROVE ACCESS TO AFFORDABLE HOUSING DEVELOPMENTS FOR SAN MATEO COUNTY RESIDENTS BY PROVIDING HOUSEHOLDS SEEKING AFFORDABLE HOUSING A SINGLE, MULTI-LINGUAL PLATFORM TO ENABLE PROSPECTIVE TENANTS TO FIND AND APPLY FOR AFFORDABLE HOUSING ON ONE SITE; AND B) THE COUNTY MANAGER, OR THE DIRECTOR OF THE DEPARTMENT OF HOUSING AS DESIGNEE, TO EXECUTE A COOPERATION AGREEMENT WITH THE CITY OF SAN JOSÉ FOR THE TERM OF MARCH 30, 2021 THROUGH MARCH 29, 2022 IN A TOTAL AMOUNT NOT TO EXCEED \$383,303, WHICH ESTABLISHES A PAYMENT SCHEDULE AND ROLES AND RESPONSIBILITIES FOR BOTH AGENCIES IN JOINTLY MANAGING A JOINT AFFORDABLE HOUSING WEB PORTAL PROJECT TO BE DEVELOPED BY EXYGY, INC., AND GRANTING OF A WAIVER OF THE REQUEST FOR PROPOSALS PROCESS FOR THE DEVELOPMENT OF AN AFFORDABLE HOUSING WEB PORTAL PROJECT FROM EXYGY, INC., PURSUANT TO SECTION 2.83.090 OF THE SAN MATEO COUNTY ORDINANCE CODE

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, affordable housing apartments are housing units that are deed-restricted for occupancy by tenant households who earn below a specified area median income and that have been constructed with the support of the local jurisdiction in which they are situated through either the donation of land or the provision of low-interest loans (“Affordable Housing Developments”); and

WHEREAS, each Affordable Housing Development requires its own tenant application process, which results in a unique list of eligible applicants for that Affordable Housing Development; and

WHEREAS, the affordable housing industry is acutely aware of the challenges low-income households face in seeking to establish tenancy at an Affordable Housing Development; and

WHEREAS, over the past 5 years, the City and County of San Francisco (“San Francisco”) has invested \$7 million to develop its affordable housing web portal called DAHLIA that is administered by Exygy, Inc. (“Exygy”), a digital agency with expertise in design and technology that works exclusively with impact-focused organizations to design digital solutions for human problems; and

WHEREAS, on November 13, 2018, by Resolution No. 076277, the Board authorized the Information Services Department (“ISD”) to execute an agreement with Exygy for a term of November 12, 2018 through June 30, 2019 in a total amount not to exceed \$350,000 to pilot an affordable housing web portal similar to the one used in San Francisco, but tailored to the needs of San Mateo County (“County”) and

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

WHEREAS, on August 19, 2019, 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 to better understand the housing listing needs of these stakeholders and to build consensus around requirements for SMC DAHLIA based on applicable local, state and federal laws and regulations; and

WHEREAS, on October 1, 2019, as authorized by Resolution No. 076983, the Housing Authority of the County of San Mateo (“HACSM”) executed an agreement with Exygy for a term of October 1, 2019 to March 31, 2020 in a total amount not to exceed \$375,000 to continue to build out the SMC DAHLIA pilot by adding more affordable housing listings to the site, build consensus with stakeholders around site requirements, including the required fields for a common housing application, and prepare for an online common application pilot to be launched at a future date; and

WHEREAS, Exygy added affordable housing listings to the site, as available, developed a common application in partnership with cities and affordable housing developers in San Mateo County, and worked closely with DOH to identify an online common application pilot project; and

WHEREAS, on May 5, 2020, as authorized by Resolution No. 077406, DOH entered into an agreement with Exygy for a term of April 1, 2020 to September 30, 2020 in a total amount not to exceed \$254,400 for the provision of continued affordable housing listings support, and additional DAHLIA feasibility activities for HACSM programs, additional housing authorities, and local jurisdictions in the region; and

WHEREAS, Exygy developed a project report, which detailed opportunities for collaboration with Bay Area jurisdictions; interviewed multiple jurisdictions, including housing authorities across the Bay Area, in order to understand their affordable housing listing needs and challenges; and is working to pilot an affordable housing listing with HACSM that includes affordable housing opportunities as well as project-based Section 8 voucher opportunities offered by HACSM; and

WHEREAS, the County, the City of San José (“City”), the County of Alameda, and the City and San Francisco (collectively, “DAHLIA Members”) are each in different stages of their implementation of DAHLIA; and

WHEREAS, a regional coordination team comprised of DAHLIA Members is working together to (1) facilitate the successful implementation and support of the DAHLIA platform, and (2) explore the opportunity to build one regional DAHLIA site that lists Affordable Housing Developments throughout the Bay Area; and

WHEREAS, this regional DAHLIA effort is termed “Doorway” in order to be distinguished from San Francisco’s fully implemented DAHLIA site, however, at this early stage of the regional coordination, the terms “Doorway” and “DAHLIA” are used interchangeably; and

WHEREAS, pursuant to San Mateo County Ordinance Code section 2.83.090, the Purchasing Agent may enter into agreements with other public agencies for the purpose of obtaining goods and services required by County officers and departments, provided that the procurement has been or will be conducted in compliance with local law governing one of the public agencies that is a party to the agreement, and the local law requires competitive procurement and publication of notice of the procurement; and

WHEREAS, in August 2019, City released a Request for Proposals (“RFP”) for the second phase of its implementation of the Doorway platform (the “Project”) through the City's e-procurement system; and

WHEREAS, a total of eighty-eight (88) companies viewed the RFP, and one (1) proposal response from Exygy was received prior to the submittal deadline; and

WHEREAS, Exygy's proposal was reviewed by a three-member evaluation team representing the City's Housing Department and the City's Office of Civic Innovation ("Evaluation Team") to ensure that the Exygy's proposal response met or exceeded the City's requirements and Exygy also participated in an oral interview and a Best and Final Offer ("BAFO") to make clarifications and to refine costs; and

WHEREAS, after Exygy's response to the BAFO, City reached out to DOH to determine whether it would be interested in a joint Project with Exygy; and

WHEREAS, as a result of DOH's interest in a joint Project, a second BAFO was conducted, which requested that Exygy include DOH into its proposal in response to City's RFP; and

WHEREAS, DOH staff reviewed the second BAFO and accepted the joint Project proposal submitted by Exygy in its response to the second BAFO; and

WHEREAS, City staff recommended award of contract to Exygy as the sole respondent to the RFP and whose proposal met or exceeded all RFP specifications, to the San José City Council on March 30, 2021 and San José City Council approved City staff's recommendation; and

WHEREAS, the County wishes to enter into a cooperation agreement with the City to jointly manage the Project.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the County, through the Department of Housing, is hereby authorized to jointly manage with the City of San José an affordable housing web portal project to be developed by Exygy, Inc., which will improve access to affordable housing developments for San Mateo County residents by providing households seeking affordable housing a single,

multi-lingual platform to enable prospective tenants to find and apply for affordable housing on one site; and

BE IT FURTHER RESOLVED that the RFP process is waived for the development of an affordable housing web portal project from Exygy, Inc., pursuant to Section 2.83.090 of the San Mateo County Ordinance Code and that the County Manager, or the Director of the Department of Housing as designee, is authorized to execute a Cooperation Agreement with the City of San José establishing a payment schedule and roles and responsibilities for both agencies in jointly managing a joint DAHLIA affordable housing project for a term of March 30, 2021 through March 29, 2022 in a total amount not to exceed \$383,303; and

BE IT FURTHER RESOLVED that the County Manager, or the Director of the Department of Housing as designee, is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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