

RICHMOND HOUSING AUTHORITY CONTRACT AMENDMENT

Department: Richmond Housing Authority	Project Manager: Nannette Beachum
Project Manager E-mail: <u>nbeacham@rhaca.org</u>	Project Manager Phone No. (510) 621-1300
P.R.	Contract/P.O. No. 4581
Description of Services : Development Advisory and Financial Services for RHA	
Amendment No 2 modifies the:	
<input checked="" type="checkbox"/> Term and Payment Limit <input type="checkbox"/> Payment Limit <input type="checkbox"/> Term <input checked="" type="checkbox"/> Service Plan	

The parties to this Contract Amendment do mutually agree and promise as follows:

1. Parties. The parties to this Contract Amendment are the Housing Authority of the City of Richmond, California (Authority), and the following named Contractor:

Contractor Name: David Paul Rosen & Associates
 Street Address: 3527 Mt. Diablo Blvd., #361
 City, State, Zip Code: Lafayette, CA 94549
 Contact Person: David Paul Rosen
 Telephone: 510-451-2552 Email: david@draconsultants.com
 Business License No: 40058084 / Expiration Date: 02/19/2022

A California ☐ corporation, ☐ limited liability corporation ☐ general partnership, ☐ limited partnership, ☐ individual, ☐ non-profit corporation,
☐ individual dba as [specify:] _____
☒ other [specify:] sole proprietor

2. Purpose. This Contract Amendment is being entered into to amend the Contract between Authority and Contractor which was approved by the Board of Commissioners of the Housing Authority of the City of Richmond or executed by the Authority's Executive Director on January 1, 2019. Said contract shall hereinafter be referred to as the "Original Contract" and is incorporated herein by reference.

3. Original Contract Provisions. The parties hereto agree to continue to abide by those terms and conditions of the Original Contract, and any amendments thereto, which are unaffected by this Contract Amendment.

4. Amendment Provisions. This Contract Amendment is subject to the Amendment Provisions attached hereto, which are incorporated herein by reference, and which control over any conflicting provisions of the Original Contract, or any amendment thereto.

Contract Amendment between the Housing Authority of the City
of Richmond and
David Paul Rosen & Associates

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5. City of Richmond Business License Active Status Maintained. Pursuant to Municipal Code Section 7.04.030, the Contractor must maintain its City of Richmond business license before any provision of this Contract Amendment will be deemed to take effect.

6. Signatures. These signatures attest the parties' agreement hereto:

THE HOUSING AUTHORITY FOR THE
CITY OF RICHMOND, CALIFORNIA

DocuSigned by:

By Nannette J Beacham
49F9CD42219A417...

Title: Executive Director

5/28/2021

List of Attachments:

1. Amendment Provisions

CONTRACTOR:

(*The Corporation Chairperson of the Board, President or Vice-President should sign on the line below.)

By David Rosen

Title: PRINCIPAL

(*The Corporation Chief Financial Officer, Secretary or Assistant Secretary should sign on the line below.)

By: N/A

Title: N/A

(NOTE: Pursuant to California Corporations Code Section 313, if Contractor is a corporation or nonprofit organization, this Contract (1) should be signed by the Chairperson of the Board, President or Vice-President and the Chief Financial Officer, Secretary or Assistant Secretary; (2) should have both signatures conform to designated representative groups pursuant to Corporations Code Section 313; and (3) should be accompanied by completed notary acknowledgment forms) (Complete the notary acknowledgments attached hereto)

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AMENDMENT PROVISIONS (TERM AND PAYMENT LIMIT)

1. Paragraph 2 (Term) of the Original Contract is hereby amended to extend the Contract term. Paragraph 2 of the Original Contract is amended to read as follows:

"2. Term. The effective date of this Contract is January 1, 2019
and it terminates June 30, 2024 unless sooner terminated as provided herein."

2. Paragraph 3 (Payment Limit) of the Original Contract is hereby amended to increase the payment limit by \$ 244,140. Paragraph 3 of the Original Contract is amended to read as follows:

3. Payment Limit. Authority's total payments to Contractor under this Contract shall not exceed \$ 637,740."

The Authority shall not pay for services that exceed the Contract Payment Limit without the prior written approval of the Authority's Executive Director if the total Contract amount does not exceed \$10,000 or without the prior approval of the Board of Commissioners if the total Contract amount is over \$10,000.

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**AMENDMENT PROVISIONS (SERVICE PLAN)
(CONTRACTOR'S OBLIGATION'S)**

The Service Plan (Exhibit A) of the Original Contract is hereby amended to include the following task and/or services:

See attached

- DRA Richmond Tasks, Hours and Cost Estimates Remainder of FY 2021 and FY 2022-FY 2024
- DRA Project Work Tasks and Schedule FY 2022 through FY 2024

DRA Richmond Tasks, Hours and Cost Estimates Remainder of FY 2021 and FY 2022-FY 2024

	Existing Budget FY 2021 Feb. 1, 2020 thru June 30, 2020	Requested Budget Extension		Estimates FY 2024 July 1, 2023 thru June 30, 2024
		FY 2022 July 1, 2021 thru June 30, 2022	FY 2023 July 1, 2022 thru June 30, 2023	
DRA Hours by Project and Task				
Hacienda				
Closing teleconferences/preparation/follow up	18	0	0	0
Review Bond, Lender and Investor Documents	50	0	0	0
Review final pro formas	18	0	0	0
Review settlement statement/monitor payments to RHA at closing	10	0	0	0
Monitor construction loan draws	2	24	6	0
Subtotal	98	24	6	0
Richmond Village I and II				
Weekly team calls	24	0	0	0
Review appraisers and appraisal	14	0	0	0
Review PCNA	6	0	0	0
Review pro forma and financing plan	24	24	0	0
Advise on negotiations with investor	14	0	0	0
Review/negotiate RHA/MBS proposal/agreement	24	0	0	0
Review legal documents for restructuring	22	24	0	0
Review tax credit application/pro formas for resyndication	0	24	0	0
Review debt and equity RFPs/bids	0	24	0	0
Review bond, lender & investor documents for resynd.	0	50	0	0
Monitor construction loan draws	0	0	24	0
Subtotal	128	146	24	0
Nevin Road				
Rehabilitation of Existing Building				
Team calls, etc.	8	18	0	0
Review pro formas and funding applications	0	40	10	0
Review debt and equity RFPs/bids	0	12	12	0
Review bond, lender and investor documents	0	50	0	0
Review ground lease	0	20	0	0
Monitor construction loan draws	0	0	6	24
New Construction				
Team calls, etc.	0	0	0	16
Review pro formas and funding applications	0	0	0	40
Review debt and equity RFPs/bids	0	0	0	20
Review bond, lender and investor documents	0	0	0	40
Review ground lease	0	0	0	16
Subtotal	8	140	28	156
Nystrom				
Prepare term sheet	8	0	0	0
Prepare RHA Board recommendation/staff report	4	0	0	0
Review/negotiate ERNA	12	0	0	0
Review/negotiate DDA	20	30	0	0
Review/negotiate ground lease	16	20	0	0
Block A: Review pro formas/funding applications	0	50	0	0
Block A: Review debt and equity RFPs/bids	0	24	0	0
Block A: Review bond, lender and investor documents	0	50	0	0
Block B: Review pro formas/funding applications	0	0	0	40
Block B: Review debt and equity RFPs/bids	0	0	0	20
Block B: Review bond, lender and investor documents	0	0	0	40
Blocks C & D: Review homeownership pro formas	0	0	40	0
Blocks C & D: Review homeownership second mortgage docs	0	0	40	0
Subtotal	60	174	80	100
Total DRA Hours	294	484	138	256
Labor Expense	\$108,780	\$179,080	\$51,060	\$94,720
Administration and Reimbursable Expenses	\$3,000	\$7,000	\$7,000	\$7,000
Total Contract Estimate	\$111,780	\$186,080	\$58,060	\$101,720
FY 2022 and FY 2023 Total			\$244,140	

