

# RICHMOND HOUSING AUTHORITY CONTRACT AMENDMENT

Department: Richmond Housing Authority	Project Manager: Nannette Beacham
Project Manager E-mail: nbeacham@rhaca.org	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. 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: 1/30/2021

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 DATE. 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.

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of Richmond and

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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

By

Title:

CONTRACTOR:

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

By

Title:

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

By:

Title:

List of Attachments:

1. Amendment Provisions

(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 1/1/2019  
and it terminates 6/30/2021 unless sooner terminated as provided herein."

2. Paragraph 3 (Payment Limit) of the Original Contract is hereby amended to increase the payment limit by \$243,600. 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 \$393,600."

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:

Estimate of DRA Richmond HUD Repositioning Tasks, Hours and Cost Estimates Remainder of FY 2020 and FY 2021

	Feb. 1, 2020 thru June 30, 2020	July 1, 2020 thru June 30, 2021
<b>DRA Hours by Project and Task</b>		
Hacienda		
o Bidding debt and equity review	16	0
o Review loan agreements and LPA	20	0
o Closing (teleconferences)	18	6
o Monitoring payments to RHA at closing	0	5
Subtotal	54	11
Nevin		
o Attend council meeting for developer selection	3	0
o Review revised developer financing plan/pro formas (after selection)	25	0
o Review/Negotiation of ENA	15	0
o Review/Negotiation of DDA	0	25
o Bidding debt and equity review	0	16
o Review loan agreements and LPA	0	30
Subtotal	43	71
Nystrom		
o Preparation of Master Developer RFQ/RFP	20	0
o Review of developer submittals		
* Review project financial statements/operating costs	30	0
* Developer financial capacity/memo	30	0
* Review financing plans and pro formas/memo	39	0
* Attend council session	6	0
o Review/Negotiation of ENA	0	15
o Review/Negotiation of DDA	0	25
o Review Pro Formas/Financing Applications	0	20
o Bidding debt and equity review	0	16
o Review loan agreements and LPA	0	30
Subtotal	125	106
Richmond Village I and II		
o Attend Council meeting, option agreement (same meeting as for Nevin above)	3	0
o Preparation of Developer RFQ/RFP	15	0
o Review of developer submittals	0	0
* Review project financial statements/operating costs	0	30
* Developer financial capacity/memo	0	30
* Review RFP Financing plans and pro formas/memo	0	30
* Attend Council meeting, developer selection	0	6
o Review/Negotiation of ENA	0	15
o Review/Negotiation of DDA	0	25
o Review Pro Formas/Financing Applications	0	20
o Bidding debt and equity review	0	16
o Review loan agreements and LPA	0	30
Subtotal	18	202
<b>Total DRA Hours</b>	<b>240</b>	<b>390</b>
Labor Expense	\$88,800	\$144,300
Administration and Reimbursable Expenses	\$3,500	\$7,000
<b>Total Contract Estimate</b>	<b>\$92,300</b>	<b>\$151,300</b>