



HOUSING AUTHORITY
of the City of Long Beach

CITY OF LONG BEACH

DEPARTMENT OF HEALTH AND HUMAN SERVICES

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521 E. 4TH STREET • LONG BEACH, CALIFORNIA 90802 • (562) 570-6985 • FAX: (562) 499-1052

October 13, 2020

HONORABLE HOUSING AUTHORITY COMMISSION
City of Long Beach
California

RECOMMENDATION:

Authorize the Housing Authority, or designee, to execute all documents necessary to amend Contract No. 34756 with BDO USA, LLP, formerly Casterline Associates, P.C., of Philadelphia, for professional accounting services, to increase the contract amount by \$50,000, for a revised total contract amount not to exceed \$411,378, and extend the term to December 31, 2020. (Citywide)

DISCUSSION:

Approval is requested to amend contract No. 34756 with BDO USA, LLP (BDO) to increase the contract amount by \$50,000 and extend the term to December 31, 2020.

On September 12, 2017, the Housing Authority authorized the execution of Contract No. 34756 with Casterline Associates, P.C., now BDO, for professional accounting services. Due to mitigating circumstances and COVID-19-related activities, the contract amount has been exhausted. The Housing Authority must increase the budgeted contract amount by \$50,000 and extend the term to December 31, 2020, to allow the Housing Authority to complete and close the fiscal year and allow continuity of service.

This matter was reviewed by Deputy City Attorney Richard F. Anthony on September 28, 2020, Deputy Finance Director Sandy Tsang-Palmer on September 23, 2020, and by Revenue Management Officer Geraldine Alejo on September 24, 2020.

TIMING CONSIDERATIONS

Housing Authority action to amend Contract No. 34756 is requested on October 13, 2020, to allow for uninterrupted professional accounting services.

FISCAL IMPACT

The revised total contract amount will not exceed \$411,378. Sufficient funds to support the contract are currently budgeted in the Housing Authority Fund Group in the Health and Human Services Department, offset by grant funding. This recommendation has no match or in-kind service mandate. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KELLY COLOPY
ASSISTANT EXECUTIVE DIRECTOR

APPROVED:



THOMAS B. MODICA
EXECUTIVE DIRECTOR