



SAN DIEGO
HOUSING
COMMISSION

We're About People

San Diego Housing Commission (SDHC)

Approval of Amendments to Increase Compensation Limits of On-Call Contracts for Relocation Consulting Services

Presentation to the SDHC Board of Commissioners

January 16, 2026

Josh Hoffman
Vice President, Development Services
Real Estate Division



SDHC – Relocation Contract Increase

Introduction

- SDHC has an ongoing need to maintain and improve the real estate portfolio of properties it currently owns and/or manages.
 - Properties include affordable rental housing sites, limited liability company sites, public housing sites, and permanent supportive housing sites.
- SDHC staff identified engaging in on-call contracts for Relocation Consulting Services as a procurement method that enables staff to execute routine and reoccurring construction-type projects quickly and efficiently.
- On-call contracts were solicited to proactively:
 - Replace depleted and expiring contracts
 - Help SDHC meet its plans to maintain and improve its real estate portfolio for a period of five years, if all available annual renewal options were exercised.
- These contracts with pre-approved vendors do not guarantee minimum work for the contracts and are utilized solely based on SDHC's needs on an “on-call” basis within Board-approved budgets.



SDHC – Relocation Contract Increase Contracts

- August 10, 2022: SDHC issued Request for Proposal (RFP) # CS-23-03 to solicit On-Call Relocation Services.
- September 6, 2022: The RFP closed, and SDHC received three proposals.
 - The evaluation committee scored each proposal according to criteria set forth in the RFP.
- The two highest-scoring proposals were awarded contracts:
 - Clark Land Resources, Inc. (Clark)
 - Overland, Pacific, & Cutler, LLC (OPC)
- October 19, 2022: SDHC executed separate contracts with Clark and OPC.
 - Up to \$200,000 each
 - One-year term from October 15, 2022, through October 14, 2023, with options to extend.
- The first, second and third one-year options to extend the contracts were subsequently executed.
 - Contract capacity in the third option year increased to \$250,000 for each contract pursuant to delegations of authority approved with SDHC's Fiscal Year 2026 budget.



SDHC – Relocation Contract Increase Contracts (Continued)

- SDHC Development Services construction efforts at SDHC-owned properties planned for Fiscal Year 2026 and anticipated for Fiscal Year 2027 will require a higher level of relocation assistance than in prior years, including:
 - A proposed property acquisition with State Homekey+ funding.
 - SB721-required repairs to entry stairs and walkways at the 144-unit Kearny Vista and 45-unit Hillcrest Inn properties
 - Elevator repairs to the 192-unit Valley Vista property
 - Repiping and interior unit rehabilitation efforts at SDHC's senior, family, and Public Housing sites.
- The anticipated needs and costs of required relocation services for these efforts will exceed the remaining capacity of the current contract options and limit access to the contracted services for other ongoing projects as well as efforts to plan and prepare for the Fiscal Year 2027 department project pipeline.
- SDHC seeks to amend the agreements with Clark and OPC to provide relocation consulting services.
 - Increase the maximum annual capacity to \$450,000 for each contract.
 - SDHC would continue to use the contracts on an on-call, as needed basis.
- The funding sources and uses proposed to be approved by this action were included in the Housing Authority-approved FY 2026 SDHC budget.



SDHC – Relocation Contract Increase

Relocation Service Providers

- Clark Land Resources, Inc. is uniquely qualified to provide relocation services at SDHC's permanent supportive housing properties.
 - Previously assisted with limited temporary relocation efforts at SDHC's Kearny Vista, Pacific Village and Presidio Palms properties.
- Overland, Pacific & Cutler, LLC has facilitated repiping efforts at several properties in SDHC's portfolio with commensurate success.
- Using the existing contracts extends previously negotiated pricing structures.



*Presidio Palms (above)
Pacific Village (below)*



SDHC – Relocation Contract Increase

Staff Recommendations

That the SDHC Board of Commissioners take the following actions:

- 1) Authorize the execution of amendments to increase the maximum compensation on a pair of competitively solicited, on-call, relocation consulting services contracts with Clark Land Resources, Inc., and Overland, Pacific, & Cutler, LLC in an amount not to exceed \$450,000 for each contract to provide relocation services to support planned SDHC property rehabilitation efforts in Fiscal Years 2026 and 2027 at SDHC-owned properties, including a proposed acquisition with State of California (State) Homekey+ funding.
- 2) Authorize SDHC's President and Chief Executive Officer (President and CEO), or designee, to substitute the identified contract funding sources with other available funding sources as long as the total activity budget amount after substitution does not exceed the total Board-approved budget, should the operational need arise or should actions be to the benefit of SDHC and its mission.
- 3) Authorize SDHC's President and CEO, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and to take such actions as are necessary and/or appropriate to implement these approvals upon the advice of General Counsel, provided that a copy of the documents, signed as to form by General Counsel, is submitted to each Housing Commissioner.



SDHC – Relocation Contract Increase

Questions & Comments

