



**Berkeley Housing Authority**

1947 Center St, 5<sup>th</sup> Floor, Berkeley, CA 94704  
Telephone: (510) 981-5470 Fax: (510) 981-5480

*Office of the Executive Director*

Item 7D  
NEW BUSINESS  
June 19, 2025

To: Honorable Chairperson and  
Members of the Housing Authority Board

From: James Williams, Executive Director

Subject: Adopt a Resolution for the Amendment of the Moving to Work (MTW) Services Contract with PHA Strategies, Inc.

RECOMMENDATION

Approve a resolution authorizing the Executive Director to amend the MTW Services Contract increasing amount by \$14,520 for a not to exceed amount of \$44,520, extending the term through June 11, 2025, and ratify all payments in excess of the contract amount through June 11, 2025.

BACKGROUND

On March 20, 2023, the BHA Executive Director executed a contract with PHA Strategies, Inc. to provide services and support with the requirements of the MTW program, which include among other things completing remaining HUD conditions related to the approved MTW Cohort 4 designation; monitoring and complying with all PIH notices related to MTW; determining and implementing the Standard MTW Waivers, Safe Harbor Waivers, and Agency Specific Waivers; ensuring compliance with the five statutory MTW requirements; implementing the fungibility flexibility on public housing funding; ensuring compliance with all MTW requisitioning, expenditure, and audit provisions; complying with all MTW modified PHA Plans and related HUD data systems; and collaborating with HUD and the MTW Research Advisory Committee on monitoring, oversight, and program evaluations.

The original contract included a not to exceed amount of \$30,000 through March 20, 2024. PHA Strategies, Inc. continued to provide services up to June 11, 2025 and successfully submitted annual MTW Supplements to HUD for FY2022-2023, FY2023-2024, FY2024-2025 and FY2025-2026. The contractor also extended the scope of service by providing assistance in the restore-rebuild project for AHB.

FINANCIAL IMPACTS

Allocate \$14,520.00 in the FY24-25 BHA Budget.

CONTACT PERSON

James Williams, Executive Director, 510-981-5485

Attachments:

Resolution – Moving to Work (MTW) Services Contract with PHA Strategies, Inc.

BHA RESOLUTION NO. 25-15

AUTHORIZE AND APPROVE THE EXECUTIVE DIRECTOR TO AMEND THE PHA STRATEGIES CONTRACT INCREASING THE CONTRACT AMOUNT BY \$14,520 FOR A NOT-TO-EXCEED AMOUNT OF \$44,520; EXTEND THE TERM THROUGH JUNE 11, 2025; AND TO RATIFY PRIOR PAYMENTS MADE IN EXCESS OF THE CONTRACT AMOUNT.

WHEREAS, the Housing Authority of the City of Berkeley ("BHA") is a Housing Authority duly created, established and authorized to transact business and exercise its powers, all under and pursuant to the provision of the Housing Authorities Law which is Part 2 of Division 24 of the California Health and Safety Code commencing with Section 34200 et seq.; and

WHEREAS, pursuant to the Housing Authorities Law, BHA is authorized to make and execute contracts and other instruments necessary or convenient to exercise its powers; and

WHEREAS, BHA was in need of support to administer its MTW services and related services; and

WHEREAS, BHA and Contractor entered into that certain Contract for MTW services and related services dated March 20, 2023 ("Contract"); and

WHEREAS, PHA Strategies, Inc. continued to provide services through June 11, 2025; and

WHEREAS, all other respects, the contract dated March 20, 2023, shall remain in effect, no other changes will be made under the Contract; and

NOW, THEREFORE BE IT RESOLVED, that all of the recitals set forth above are true and correct and incorporated herein by this reference; and

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby authorize and approve the first amendment to the Contract for the MTW services and related services dated March 20, 2023 ("Contract") between the BHA and PHA Strategies, Inc. ("Contractor") increasing contract amount by \$14,520 for a not to exceed amount of \$44,520; ratify all prior payments made in excess of the contract amount; extend contract ending date to June 11, 2025; and all other substantive terms and provisions of the Contract shall remain unchanged.

The foregoing Resolution was adopted by the Board of the Berkeley Housing Authority on June 19, 2025, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest: \_\_\_\_\_  
James Williams, Secretary