



Monitoring and Enforcement

OHHLHC Grantee

Program Manager's School

April 27 - 28, 2009

Orlando, Florida

Liseth Romero-Martínez

1200 W. 7th Street, 8th Floor, Los Angeles, CA 90017

213-808-8828; lromero@lahd.lacity.org



Presentation Overview

- What is Monitoring and Enforcement?
- Types of monitoring related to Lead HUD Grants?
- What City of LA enforces and consequences?

Monitoring.....

- Process used to verify that the sub-grantees or contracted agencies and grant recipients comply with their contract agreements.

Enforcement.....

- Recourses available to ensure compliance with contract agreements.

Types of Monitoring

- Outreach Component
- Financial
- Pre-Construction
- Construction Monitoring
- Post-construction/Clearance

Monitoring Outreach Activities from Outreach and Education to Referral

- Monthly invoices of deliverables must be accompanied by backup documentation.
- Monthly meetings to discuss progress and to plan future activities.
- Progress is tracked by excel performance spreadsheet of individual contracted Outreach Agencies.

Who monitors/enforces?

- Sr. Project Coordinator, Program Manager.

Consequences?

- Reduction in invoice amount.
- Delay of Payment.

	2005	2006	2006	2006	2006	2007	2007	2007	TOTAL
	NOV	DEC	JAN	FEB	MARCH	APRIL	JUNE	JULY	SEPT
MEASURABLE UNITS - BUDGET TARGET									
13.02.1 - Community Legal Center	0	0	180	250	180	0	0	0	610
13.02.2 - Racism Specialist	0	0	180	250	180	0	0	0	610
13.02.3 - Economic Community Housing Corp	0	0	180	250	180	0	0	0	610
13.02.4 - Coalition for Community Health	0	0	180	250	180	0	0	0	610
13.02.5 - Coalition for Economic Survival	0	0	180	250	180	0	0	0	610
13.02.6 - Union de Valencia	0	0	180	250	180	0	0	0	610
TOTAL	0	0	1,800	2,500	1,800	0	0	0	6,100
SINGLE LABEL UNITS									
13.02.1 - Community Legal Center	0	0	180	250	180	0	0	0	610
13.02.2 - Racism Specialist	0	0	180	250	180	0	0	0	610
13.02.3 - Economic Community Housing Corp	0	0	180	250	180	0	0	0	610
13.02.4 - Coalition for Community Health	0	0	180	250	180	0	0	0	610
13.02.5 - Coalition for Economic Survival	0	0	180	250	180	0	0	0	610
13.02.6 - Union de Valencia	0	0	180	250	180	0	0	0	610
TOTAL	0	0	1,800	2,500	1,800	0	0	0	6,100
BLOCK MEETINGS - BUDGET TARGET									
13.02.1 - Community Legal Center	0	0	180	250	180	0	0	0	610
13.02.2 - Racism Specialist	0	0	180	250	180	0	0	0	610
13.02.3 - Economic Community Housing Corp	0	0	180	250	180	0	0	0	610
13.02.4 - Coalition for Community Health	0	0	180	250	180	0	0	0	610
13.02.5 - Coalition for Economic Survival	0	0	180	250	180	0	0	0	610
13.02.6 - Union de Valencia	0	0	180	250	180	0	0	0	610
TOTAL	0	0	1,800	2,500	1,800	0	0	0	6,100

Financial Monitoring

- All invoices must be assigned to a grant and carefully reviewed.
- Any change orders to contract have to be agreed to by the City's monitor and property owner.
- All payments are verified by ensuring completed work was done as per scope of work.
- Maintain Accounting Systems.
- Submit form FS 269 with each QPR.

Who Monitors/enforces?

- RCS, Program Manager, Accounting Department.

Consequences

- Withhold payment.
- Reduce payment amount.
- Contractor evaluations – can obtain a negative marking.
- Contractors could be removed from active list.

Pre-Construction

- Measures of Ensuring Compliance
 - Owner signs Affidavit to maintain ownership of property for a period not less than 3 years.
 - Covenant & Agreement Recorded with County Recorder.

Who Monitors/enforces?

- RCS, Program Manager, Division Director.

Consequences

- Owner re-pays a pro-rated balance of original grant amount based on a three year period.

Agreement Number LGV-«LGV» of City Contract
Between
The City Of Los Angeles
And
«owners» (Owner/s)
Relating to
The Lead-Based Paint Hazard Reduction Grant Program
for property located at: «Project Address»
«Project City State Zip»

THIS AGREEMENT is made and entered into by and between, the City of Los Angeles- a municipal corporation, hereinafter called the LOS ANGELES HOUSING DEPARTMENT (LAHD) and «owners» hereinafter called the OWNER.

WITNESSETH

WHEREAS, the LAHD has entered into a Grant Agreement with the OWNER, pursuant to a Lead-Based Paint Hazard Reduction Grant Agreement (GRANT AGREEMENT) between the Los Angeles Housing Department (LAHD) and the United States Department of Housing and Urban Development (HUD); and

WHEREAS, the LAHD has established the Lead-Based Paint Hazard Reduction Grant

Construction Monitoring

- Maintains a current contractors list ensuring contractors have current licensing and certifications.
- Conducts site visits to verify proper containment procedures have been followed and ensure proper signage.
- Verifies OSHA requirements are being followed.
- Conducts daily site visits until project completion.
- Maintains Construction Logs.
- Verifies waste categorization and proper disposal as per EPA requirements.
- Final visual inspection and conducts clearance sampling.
- Construction work must be done as per scope of work. Must be verified by a site visit and notice of completion must be signed by the property owner.

Who monitors/enforces

- Administrative staff, RCS, Program Manager.

Consequences

- Stop work order with penalties and fees.

Post Construction Monitoring

- Conduct follow-up site visits to ensure lead components are maintained as planned by remediation work performed on property.
- Verify with the County Recorder that the grant recipients maintain ownership of the property for at least a three year period, as stipulated in the contract agreement.
- Owners will be required to submit occupancy reports to ensure units are made available to low income families with children under the age of six for at least a three year period.

Who Monitors/enforces?

- RCS, CBOs, CODE Enforcement.

Consequences

- Possible recapturing of grant funds.

regulations, the owners of rental housing assisted by the Grant Program agree that the assisted units must be occupied by or made available to families with children and incomes at or below 80 percent of the area median income level. In all cases the owner/landlord shall give priority in renting units assisted by the Grant Program, for not less than three (3) years following the completion of the lead abatement activities, to families with a child under the age of six years.

For grants made to assist owner occupied housing, all units assisted by this Grant

Lead Hazard Remediation Referrals and Lead Safe Work Practices



L
A
C
L
C



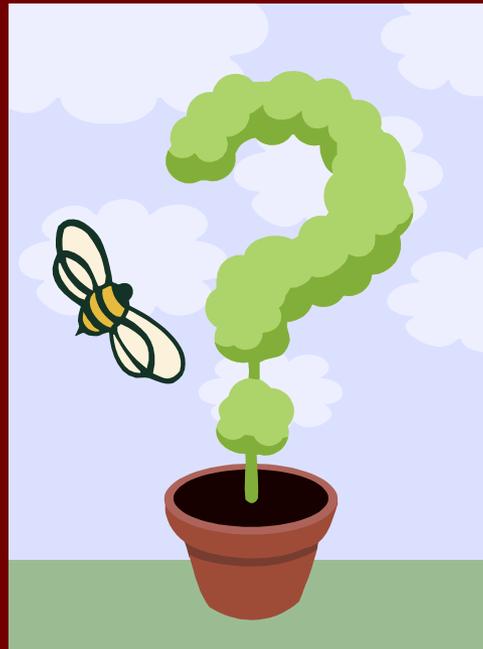
Partnerships –CODE ENFORCEMENT-SCEP

“Enforcement of Lead Safe Work Practices”

 LEAD-BASED PAINT HAZARD CONTROL PILOT PROGRAM		 CITY OF LOS ANGELES HOUSING DEPARTMENT 3550 Wilshire Boulevard, Suite 1500 Los Angeles, CA 90010	
JOB ADDRESS:		A.P.N.:	C. D.:
		C. T.:	#Units:
Attn:	In addition Notify:		
Owner:	Attn:		
Address:	Address:		
City & State:	Zip Code:	City & State:	Zip Code:
ORDER TO STOP WORK			
UNSAFE WORK PRACTICES			
<p>Para obtener traducción en español favor de llamar al número de teléfono del inspector indicado en la parte de abajo de esta notificación.</p> <p>An inspection revealed that work at the above address is being done in a manner that creates a “lead hazard(s)” as defined by California Health and Safety Code §17920.10 and §105256. Work was observed in the following location(s):</p>			
<p>Therefore, as of _____ am/pm, _____, 200__ you are hereby ordered to stop all work creating a lead hazard per California Health and Safety Code §105256.</p>			
<p>You are also ordered to abate the lead hazard(s) within _____ hours. All lead hazards, including but not limited to lead contaminated dust and/or paint chips, must be removed in the manner specified under Title 17, Division 1, Chapter 8, Article 16, §36100 of the California Code of Regulations, including containment of all subsequent work to avoid further lead contamination. For more information on lead-safe work practices, review the attached pamphlet.</p>			
<p>Within 48-hours of this order and prior to continuing any work, call the inspector listed below to verify compliance.</p>			
<p>Failure to comply with California Health and Safety Code §105256 is punishable by a \$1000 fine.</p>			
<p>In order to locate a Lead Certified Professional and obtain additional information, you may phone the California DHS at (800)597-5323 or you may obtain information from the DHS Website at: http://www.dhs.ca.gov/childlead/html/GENclst.html</p>			
INSPECTOR'S NAME (PRINT)		INSPECTOR'S SIGNATURE:	
INSPECTOR'S PHONE #:		SURVEY DATE:	
()			

HHC/LAHD/CLPPP		
Lead Prevention Pilot Program REFERRAL FORM		
Date referred: <u>01-14-08</u>		
Type of Referral: Initial (30 day calendar) <input type="checkbox"/> Follow-up (Building Inspection) <input type="checkbox"/> Urgent (Stop Work Order) <input checked="" type="checkbox"/>		
LAHD INFORMATION		
Inspector Name: <u>Francisco Guerrero</u>	Phone: <u>323 226-9819</u>	Cell: <u>213 804-8319</u>
Supervisor: <u>Javier Melendez</u>	Phone: <u>323 224-3552</u>	
Date of inspection: <u>11-10 & 11-08</u>	Year built: <u>1923</u>	
Date NTC issued: <u>11-19-07</u>	Date of NTC re-inspection: <u>11-10-08</u>	
Date SWO issued: <u>11-11-08</u>	Date of SWO re-inspection: <u>11-14-08</u>	
Evidence of children/pregnant women present: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Other		
Please check any of the following for building, if applicable: REAP <input type="checkbox"/> UMP <input type="checkbox"/> URP <input type="checkbox"/> SCEP <input type="checkbox"/> SWO <input checked="" type="checkbox"/> Other:		
AGENCY REFERRED		
Date of referral to HHC: <u>1-14-08</u>		
<input type="checkbox"/> Faxed: (213) 689-9199: <u>Att. Linda Kite</u> <input checked="" type="checkbox"/> E-mailed: <u>lkite@psria.org</u> <input type="checkbox"/> Phoned: (213) 689-9170 x106		
Date of referral CLPPP: <u>11</u>		
<input type="checkbox"/> Faxed: (323) 869-8737: <u>Att. Manus Boonkoku</u> or <input type="checkbox"/> Faxed: (323) 869-8737: <u>Att. Alfred Fong</u> <input type="checkbox"/> E-mailed: <u>mboonkoku@ph.lacounty.gov</u> or <input type="checkbox"/> E-mailed: <u>afong@ph.lacounty.gov</u> <input type="checkbox"/> Phoned: (323) 869-7017 or <input type="checkbox"/> Phoned: (323) 869-7069		
Notes: <u>paint chips on the ground front SFD & garage</u>		

Thank you.....



Liseth Romero-Martínez

Lead Hazard Remediation Program

1200 W. 7th Street, 8th Floor

Los Angeles, CA 90017

213-808-8828

lromero@lahd.lacity.org
leadsafehomes@lahd.lacity.org