website, issued to all bidders interested in doing business with DCHA and issued directly to seven (7) firms.

The solicitation invited qualified and interested firms to submit a proposal in accordance with the specifications outlined therein. DCHA received two (2) proposals for evaluation. DCHA convened a review panel, which reviewed the proposals based on the following criteria: (1) Past Performance; (2) Knowledge and Capability; (3) Staffing Plan; (4) Service Approach; (5) Section 3 Compliance; (6) Cost Proposal; (7) Business Enterprise Designation; and (8) CBE certification. The panel's evaluation resulted in the following scoring:

| Company Name | Final Score | Average Score Technical Score |
|---|---|---|
| Yardi Systems, Inc. | 140.5 | 138 |
| Chase Creek Media | 85 | 73 |

The solicitation specified that the award would be made to the firm determined to be the most responsible and responsive in accordance with the requirements of the solicitation. Based on the proposals and the results of the evaluation process, DCHA determined that Yardi Systems, Inc.'s proposal has met the technical requirements of the RFP as a qualified firm capable of providing the required Applicant Screening Services for DCHA's Eligibility and Continued Occupancy Division.

Yardi Systems, Inc. is a housing-software and management software development privately held corporation, located in Santa Barbara, California. DCHA staff performed a review of the System for Award Management dated April 25, 2018 and determined that the Respondent does not appear as debarred or suspended on the Federal or the District's Excluded Parties List.

**Section 3 Compliance**

Yardi Systems, Inc. proposes to provide DCHA direct financial credits based on a percentage amount (e.g. 3%) of the actual number of secondary screening transactions performed by our team on in the District and/or nearby jurisdictions on DCHA's behalf. Yardi requests that DCHA Office of Resident Services direct the funds to most favorable resident activities and organizations.

**Strategic Goals**

This resolution is in alignment with the following DCHA Strategic goal(s):

GOAL C: Provide livable housing to support healthy and sustainable communities.

**Recommendation**

It is recommended that the Board of Commissioners approve this Resolution 18-10 to authorize the Executive Director to execute a contract with Yardi Systems, Inc. to provide annual Tenant-Screening Services to comply with the new Admission and Occupancy Policy that includes biennial and triennial re-certification for adult DCHA household members, for a period of five (5) years, in the total aggregate amount of One Million Two Hundred Eighteen Thousand Three Hundred Eighteen Dollars ($1,218,318.00; applicable annual amounts: 2018 - $122,000.00; 2019 - $274,079.00; 2020 - $274,079.00; 2021 -274,079.00; and 2022 - 274,081.000), subject to the availability of funding.

**RESOLUTION 18-10**

**TO AUTHORIZE THE EXECUTION OF A CONTRACT FOR APPLICANT SCREENING SERVICES FOR ELIGIBILITY AND CONTINUED OCCUPANCY DIVISION**

WHEREAS, District of Columbia Housing Authority ("DCHA") requires annual Applicant Screening, Biennial and Triennial resident re-certification Services of adult DCHA residents;

WHEREAS, on May, 7, 2017, DCHA advertised a Request for Proposals ("RFP") in *The Washington Post, Afro American, The Current Newspaper, The Washington Informer, Hill Rag, El Tiempo Latino* and *East of the River.* Copies were emailed to all District Government Certified Business Entity members and all District of Columbia Department of Housing and Community Development ("DHCD") Section 3 vendors;

WHEREAS, on May 8, 2017, Solicitation No. 0026-2017 Applicant Screening Services was issued to the Department of Small and Local Business Development, bidders interested in doing business with DCHA, posted to the DCHA Website and issued directly to seven (7) firms;

WHEREAS, by June 8, 2017, DCHA received two (2) proposals for evaluation;

WHEREAS, the solicitation stated that DCHA would make an award to the company that was deemed technically qualified in accordance with the solicitation requirements for applicant screening services and in the best interest of DCHA;

WHEREAS, based on the proposal and the results of the evaluation process, DCHA determined that Yardi Systems, Inc. has met the technical requirements of the RFP as a qualified firm capable of providing the required Applicant Screening and Re-certification services for adult DCHA residents; and

WHEREAS, DCHA performed a review of the Federal Systems Award Management and the District's Excluded Parties List on April 25, 2018, and has determined that Yardi Systems, Inc. does not appear on that list.

**RESOLUTION 18-10**

**TO AUTHORIZE THE EXECUTION OF A CONTRACT FOR APPLICANT SCREENING SERVICES FOR ELIGIBILITY AND CONTINUED OCCUPANCY DIVISION**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of District of Columbia Housing Authority hereby authorizes the Executive Director to execute a contract with Yardi Systems, Inc. to provide Applicant Screening Services, for a period of five (5) years, in the aggregate amount of One Million Two Hundred Eighteen Thousand Three Hundred Eighteen Dollars ($1,218,318.00; applicable annual amounts: 2018 - $122,000.00; 2019 - $274,079.00; 2020 - $274,079.00; 2021 - 274,079.00; and 2022 - 274,081.000), subject to the availability of funding.

ADOPTED, by the Board of Commissioners and signed in open session in authentication of this passage on this 9th day of May 2018.

ATTEST:

Tyrone Garrett
Executive Director/Secretary

APPROVED:

~~Neil Albert~~ William Slaven
Vice Chairman

APPROVED TO FORM AND LEGAL SUFFICIENCY:

Kenneth S. Slaughter
General Counsel

**CERTIFICATION OF FUNDS TO RESOLUTION 18-10**

**TO AUTHORIZE THE EXECUTION OF A CONTRACT FOR APPLICANT SCREENING SERVICES FOR ELIGIBILITY AND CONTINUED OCCUPANCY DIVISION**

District of Columbia Housing Authority
Certification of Funds Available

Funding Request

Contract with Yardi Systems, Inc. to provide Applicant Screening Services for a period of five (5) years, in the total aggregate amount of One Million Two Hundred Eighteen Thousand Three Hundred Eighteen Dollars ($1,218,318.00; applicable annual amounts: 2018 - $122,000.00; 2019 - $274,079.00; 2020 - $274,079.00; 2021 -274,079.00; and 2022 - 274,081.000)

| Funding Source | Amount |
|---|---|
| 7000-916024-7000-8225 | $1,218,318.00 |
| Capital (Account #) | $ |
| | |

IF APPLICABLE-

AMOUNT OF PREVIOUS CONTRACT

$120,000.00

AMOUNT EXPENDED THROUGH 5/3/2018

$33,615.00

CERTIFICATION

DATE

May 3, 2018

B. Chen
Deputy Executive Director/
Chief Financial Officer

# RESOLUTION 18-10