

posted on the DCHA website, issued to all bidders interested in doing business with DCHA and issued directly to two (2) firms.

The solicitation invited qualified and interested firms to submit a proposal in accordance with the specifications outlined therein. DCHA received one (1) proposal for evaluation. DCHA convened a review panel, which reviewed the proposals based on the following criteria: (1) Service Approach; (2) Qualifications; (3) Knowledge and Experience; (4) References; (5) Licensing and Certifications; (6) Software Presentation; (7) Section 3 Compliance; (8) Price Proposal; (9) Business Enterprise Designation; and (10) CBE certification. The panel's evaluation resulted in the following scoring:

Company Name	Final Score	Average Score Technical Score
The Gordian Group, Inc.	165.5	165.5

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. Although The Gordian Group, Inc.'s submission was the only proposal received, DCHA issued a request for a Best and Final Offer that resulted in DCHA's receipt of construction cost estimating licenses at no cost. Based on the proposal and the results of the evaluation process, DCHA determined that The Gordian Group, Inc.'s proposal has met the technical requirements of the RFP, and Gordian Group, Inc. is a qualified firm capable of providing the required professional consulting services for the JOC program for DCHA at a reasonable cost.

The Gordian Group, Inc. is DCHA's current contractor for these services and has been since the inception of the JOC program in 1996. The Gordian Group, Inc.'s contract for professional consultant services is scheduled to expire on April 30, 2018. The Gordian Group, Inc. is a company that provides construction cost data, software and services for all phases of the JOC process is located in Greenville, SC. DCHA staff performed a review of the System for Award Management dated March 26, 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

The Gordian Group, Inc. proposes to contribute Three Percent (3%) of all payments received from DCHA under the contract to the Section 3 fund. Based on Gordian Group, Inc.'s current contract, the estimated contribution amount would be Twenty-Five Thousand Dollars (\$25,000.00).

Strategic Goals

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

GOAL B: Increase access to quality affordable housing.

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

Recommendation

It is recommended that the Board of Commissioners adopt this Resolution 18-05 to authorize the Executive Director to execute a contract with The Gordian Group, Inc. for professional consultant services for the Job Order Contracting (JOC) program for a period of up to five (5) years (one (1) base year and four one (1) year options), based on a fee structure, which comprises: a DCHA licensing fee equal to 2.05% DCHA licensing fee of each Job Order, with up to a maximum DCHA licensing fee charged of Fifty Thousand Dollars (\$50,000.00); and a contractor licensing fee equal to 1% contractor licensing fee of each Job Order, with up to a maximum contractor licensing fee charged of Twenty-Five Thousand Dollars (\$25,000.00), subject to the availability of funding..

RESOLUTION 18-05

TO AUTHORIZE THE EXECUTION OF A CONTRACT FOR PROFESSIONAL CONSULTANT SERVICES FOR THE JOB ORDER CONTRACTING PROGRAM

WHEREAS, District of Columbia Housing Authority ("DCHA") requires a qualified firm to provide implementation and maintenance assistance in the execution of the Job Order Contracting ("JOC") program to assist with the development of task orders, a software program for DCHA and JOC contractors to utilize to establish, monitor and report on JOC contracts;

WHEREAS, on December 10, 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 December 11, 2017, Solicitation No. 0004-2018 Professional Consultant Services for the Job Order Contracting Program 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 two (2) firms;

WHEREAS, by January 16, 2018, DCHA had received one (1) proposal 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 professional consultant services for the JOC program and in the best interest of DCHA;

WHEREAS, based on the proposal, the results of the evaluation process and the Best and Final Offer received, DCHA determined that The Gordian Group, Inc. has met the technical requirements of the RFP as a qualified firm, capable of providing the required professional consultant services for the JOC program; and

WHEREAS, DCHA performed a review of the Federal Systems Award Management and the District's Excluded Parties List on March 26, 2018, and has determined that The Gordian Group, Inc. does not appear on that list.

RESOLUTION 18-05

TO AUTHORIZE THE EXECUTION
OF A CONTRACT FOR PROFESSIONAL
CONSULTANT SERVICES FOR THE JOB
ORDER CONTRACTING PROGRAM

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 The Gordian Group, Inc. to provide professional consultant services for the JOC program, for a period of five (5) years (one (1) base year and four one (1) year options), based on a fee structure, which comprises: a DCHA licensing fee equal to 2.05% DCHA licensing fee of each Job Order, with up to a maximum DCHA licensing fee charged of Fifty Thousand Dollars (\$50,000.00); and a contractor licensing fee equal to 1% contractor licensing fee of each Job Order, with up to a maximum contractor licensing fee charged of Twenty-Five Thousand Dollars (\$25,000.00), subject to the availability of funding.

ADOPTED, by the Board of Commissioners and signed in open session in authentication of this passage on this 11th day of April 2018.

ATTEST:



Tyrone Garrett
Executive Director/Secretary

APPROVED:



Neil Albert
Chairman

APPROVED TO FORM AND LEGAL SUFFICIENCY:



Kenneth S. Slaughter
General Counsel

CERTIFICATION OF FUNDS TO RESOLUTION 18-05

TO AUTHORIZE THE EXECUTION
OF A CONTRACT FOR PROFESSIONAL
CONSULTANT SERVICES FOR THE JOB
ORDER CONTRACTING PROGRAM

District of Columbia Housing Authority
Certification of Funds Available

Funding Request

Contract with The Gordian Group, Inc. for Professional Consultant Services for the Job Order Contracting Program for a period of five (5) years (one base year and four one (1) year options), based on a fee structure , which comprises: a DCHA licensing fee equal to 2.05% DCHA licensing fee of each Job Order, with up to a maximum DCHA licensing fee charged of Fifty Thousand Dollars (\$50,000.00); and a contractor licensing fee equal to 1% contractor licensing fee of each Job Order, with up to a maximum contractor licensing fee charged of Twenty-Five Thousand Dollars (\$25,000.00)

Funding Source

Amount

Office of Capital Programs

\$ N/A

IF APPLICABLE-

AMOUNT OF PREVIOUS CONTRACT

\$

AMOUNT EXPENDED THROUGH

\$

CERTIFICATION



Barbara Chen

Chief Financial Officer

DATE

4/6/18