

# RESOLUTION 19-03

## To Authorize the Executive Director to Execute Contract Modifications For Private Management Services

### Summary

District of Columbia Housing Authority (“DCHA”) requires private property management firms to continue to maintain uninterrupted property management services during the process to transition Potomac Gardens and Hopkins Apartments to management directly by DCHA and continued private management through a competitive procurement process for Claridge Towers, Horizon House, Regency House, Sibley Plaza Family and Sibley Plaza Senior.

The purpose of this resolution is to authorize the Executive Director to enter into contract modifications for property management services with CIH Properties, Inc., for a period of one (1) year and CT Management Services, LLC for a period of seven (7) months in the aggregate amount of \$1,296,725.00.

## **RESOLUTION 19-03**

### **TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACT MODIFICATIONS FOR PRIVATE MANAGEMENT SERVICES**

WHEREAS, District of Columbia Housing Authority (“DCHA”) requires private property management services at several DCHA developments to maintain uninterrupted service;

WHEREAS, on April 8, 2015, the Board of Commissioners approved DCHA Resolution 15-10 to award contracts to CIH Properties, Inc. and CT Management Services, LLC to provide property management services for several DCHA developments;

WHEREAS, the contract with CIH Properties, Inc. was executed on February 9, 2016 to provide property management services for a three (3) year term to the following properties: 1) Claridge Towers (\$364,266); 2) Horizon House (\$131,688); 3) Regency House (\$169,920); 4) Sibley Plaza Family (\$74,340); and 5) Sibley Plaza Senior (\$237,888) for an annual management fee of \$978,102.00;

WHEREAS, the contract with CT Management Services, LLC was executed on January 26, 2016 to provide property management services for a three (3) year term to the following properties: 1) Potomac Gardens (\$376,992) and 2) Hopkins Apartments (\$169,218) for an annual management fee of \$546,210.00;

WHEREAS, contract modifications are necessary to continue the services of the existing companies during the process to transition Potomac Gardens and Hopkins Apartments to management directly by DCHA and continued private management through a competitive procurement process for Claridge Towers, Horizon House, Regency House, Sibley Plaza Family and Sibley Plaza Senior;

WHEREAS, these critically important services have exhausted the contract authority approved by the Board of Commissioners and the contract terms have expired;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the District of Columbia Housing Authority hereby authorizes the Executive Director to execute contract modifications for Private Property Management Services with CIH Properties, Inc. for a period of one (1) year in the amount of \$978,102.00 and CT Management Services, LLC for a period of seven (7) months in the amount of \$318,623.00, subject to the availability of funding.

**RESOLUTION 19-03**

**TO AUTHORIZE THE EXECUTIVE  
DIRECTOR TO EXECUTE CONTRACT  
MODIFICATIONS FOR PRIVATE  
MANAGEMENT SERVICES**

ADOPTED, by the Board of Commissioners and signed in open session in authentication of this passage on this 13<sup>th</sup> day of February 2019.

ATTEST:

APPROVED:

\_\_\_\_\_  
Tyrone Garrett  
Executive Director/Secretary

\_\_\_\_\_  
Neil Albert  
Chairman

APPROVED TO FORM AND LEGAL SUFFICIENCY:

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Kenneth S. Slaughter  
General Counsel

CERTIFICATION OF FUNDS TO RESOLUTION 19-03

TO AUTHORIZE THE EXECUTIVE  
DIRECTOR TO EXECUTE CONTRACT  
MODIFICATIONS FOR PRIVATE  
MANAGEMENT SERVICES

District of Columbia Housing Authority  
Certification of Funds Available

Funding Request

Contract modifications for Private Property Management Services with CIH Properties, Inc. for a period of one (1) year in the amount of \$978,102.00 and CT Management Services, LLC for a period of seven (7) months in the amount of \$318,623.00.

Funding Source

Amount

Property Management Operations

\$

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\_\_\_\_\_

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IF APPLICABLE-

AMOUNT OF PREVIOUS CONTRACT

\$

AMOUNT EXPENDED THROUGH

\$

CERTIFICATION

DATE

\_\_\_\_\_

\_\_\_\_\_

Barbara Chen

Director, Office of Financial Management