

## 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.

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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 11<sup>th</sup> day of April 2018.

ATTEST:

APPROVED:

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Tyrone Garrett  
Executive Director/Secretary

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Neil Albert  
Chairman

APPROVED TO FORM AND LEGAL SUFFICIENCY:

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Kenneth S. Slaughter  
General Counsel