

**Request for Action
By
Board of Commissioners**

**Approval of Engagement of Consultant for 2024 Continuum of Care Program Competition
(Housing Innovations LLC)**

A. SUMMARY OF REQUEST

This Request for Action (“RFA”) is to engage Housing Innovations LLC to develop an application for the 2024 Continuum of Care (“CoC”) competition, a grant program of the U.S. Department of Housing and Urban Development (“HUD”). RIHousing serves as the collaborative applicant on behalf of the Rhode Island Continuum of Care (“RiCoC”).

B. DISCUSSION

CoC grants provide funding on a competitive basis to support rental assistance and supportive services projects for the benefit of persons experiencing homelessness. The RiCoC is required to apply for CoC funding annually. For the second time, the RiCoC will need to renew its Youth Homelessness Demonstration Program (“YHDP”) funding during the CoC competition as well. The RiCoC anticipates that multiple supplemental notices of CoC funding will be made available, and this firm would be prepared to support the RiCoC’s application in that event as well.

Housing Innovations LLC will commence work in May or June 2024 and complete the relevant elements to allow for submission of the RiCoC’s application at least two business days before HUD’s deadline. The precise deadline is unknown until the competition is issued by HUD, but the deadline is anticipated to be during the Fall of 2024. The training elements of this scope of work are anticipated to continue after the HUD deadline and the firm will support RIHousing with related training and technical support through March 2025.

RIHousing issued a Request for Proposals (“RFP”) for a qualified firm to develop an application for the 2024 Continuum of Care (“CoC”) competition on February 28, 2024. The RFP was posted on the RIHousing website, the State of RI Division of Purchasing website, social media, and sent to RIHousing’s RFP notification list via an email announcement. RIHousing received 1 proposal in response to the RFP from 1 qualified firm, Housing Innovations LLC.

A committee consisting of RIHousing staff from the Executive division conducted a review of the proposal in accordance with the ranking criteria set forth in the RFP. The committee is recommending approval of the firm Housing Innovations LLC.

The engagement is expected to last for twelve (12) months, during which time Housing Innovations LLC will prepare the RiCoC response to the competitive funding opportunity issued by HUD.

C. RECOMMENDATION

Staff recommends that the attached resolution approving the engagement of Housing Innovations LLC set forth at Attachment A be approved.

D. ATTACHMENTS

A. Resolution of the Board of Commissioners of RIHousing

Attachment A

Resolution of the Board of Commissioners of Rhode Island Housing and Mortgage Finance Corporation

WHEREAS: Rhode Island Housing and Mortgage Finance Corporation's ("RIHousing") enabling act provides it with all the power and authority to make and execute contracts necessary to exercise the powers and functions provided to it under the act (R.I. Gen. Laws §42-55-5(6)); and

WHEREAS: RIHousing serves as the collaborative applicant on behalf of the Rhode Island Continuum of Care ("RiCoC"); and

WHEREAS: Staff of RIHousing has identified a need for a qualified firm to develop an application for the 2024 Continuum of Care ("CoC") competition; and

WHEREAS: RIHousing has solicited proposals pursuant to an open competitive process for vendors to develop an application for the 2024 Continuum of Care ("CoC") competition and who are able to substantially meet the requirements associated with this set of functions; and

WHEREAS: RIHousing received one (1) proposal eligible for selection from Housing Innovations LLC, which was determined by staff, pursuant to the criteria set forth in the Request for Proposals, to be satisfactory and approved by the Chief Purchasing Officer pursuant to the agency's Purchasing Policies.

NOW, THEREFORE, IT IS HEREBY:

RESOLVED: that RIHousing be, and hereby is authorized to enter into a contract with Housing Innovations LLC subject to any administrative adjustments as the Executive Director determines to be in the best interests of RIHousing, to develop an application for the 2024 Continuum of Care ("CoC") competitive funding opportunity; and

RESOLVED: that such engagement shall be for a one (1) year term for a cost not to exceed \$28,000; and

RESOLVED: that the Executive Director, the Deputy Executive Director, and the Chief Strategy & Innovation Officer, each acting singly, be and hereby are authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolutions, including without limitation the authority to negotiate the terms and fees of the engagement as they may determine are in the best interests of RIHousing, and to execute any and all agreements or documents as they deem

necessary to carry out the foregoing and to take such further actions as they deem necessary to carry out the foregoing resolution.