

**Request for Action**  
by  
**Board of Commissioners**

**Approval of Engagement of Consultant for  
Rhode Island Continuum of Care Race Equity, Access, Diversity and Inclusion  
Strategy**

**1. Summary of Request**

This Request for Action is for approval to engage the The Lindsay Group Co. (“TLG”) to assist the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) to conduct an analysis and provide recommendations and implementation support related to the Racial Equity, Access, Diversity and Inclusion (“READI”) competency of the Rhode Island Continuum of Care (“RiCoC”).

**2. Discussion**

RIHousing serves as the collaborative applicant on behalf of the Rhode Island Continuum of Care (“RiCoC”) with respect to funding made available through the Continuum of Care (“CoC”) Program, a homeless assistance initiative of the U.S. Department of Housing and Urban Development (“HUD”). In support of this role, RIHousing seeks to engage a professional consulting firm to carry out an analysis of the READI competencies of the RiCoC.

These activities will include an analysis and baseline assessment of current practices, READI awareness, and competencies among RiCoC-funded agencies. The engagement will involve identifying and implementing priorities to strengthen READI capacity using READI best practices. TLG will develop a framework for the RiCoC, including a public statement of READI principle that enhances the RiCoC’s ability to execute its mission and strategic direction.

In September 2021, RIHousing issued a Request for Proposals (“RFP”) seeking proposals from qualified consulting services firms. Two proposals were received. A review committee consisting of RiCoC Board members and RIHousing staff reviewed the proposals in accordance with the RFP criteria and determined that TLG was most qualified to carry out the RiCoC READI analysis activities. The committee reached this conclusion in large part due to TLG’s experience and accomplished staff. TLG is a Virginia-based organizational development consulting firm that supports organizations in becoming more efficient, anti-oppressive, and multicultural, using an anti-racist lens.

The engagement is expected to last for twelve (12) months, during which time TLG will analyze the baseline competency of the RiCoC and support the development of both a

commitment to and the infrastructure necessary to implement a READI strategy. The estimated cost is \$92,000.00, and is expected to be covered by the planning grant portion of the CoC Program funding award. RIHousing's assistance agreement with HUD requires a 25% match to be provided by RIHousing for planning grant expenditures.

**3. Recommendation**

The attached resolution approving the engagement of The Lindsay Group is recommended for approval.

**4. Attachments**

- A. Resolution
- B. Scoring Criteria

## Attachment A

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

**Whereas:** the enabling act of the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) provides the agency with all the powers to make and execute contracts necessary for the exercise of its functions under the Rhode Island Housing and Mortgage Finance Corporation Act, R.I. Gen. Laws §42-55-5(6); and

**Whereas:** in its capacity as the collaborative applicant for federal homeless assistance funding on behalf of the of the Rhode Island Continuum of Care (“RiCoC”), RIHousing wishes to engage a professional consulting firm to assist the RiCoC in carrying out a Race Equity, Access, Diversity and Inclusion (“READI”) assessment and related activities; and

**Whereas:** RIHousing issued a Request for Proposals (“RFP”) soliciting applications from qualified consulting firms; and

**Whereas:** a review committee comprised of RiCoC board members and RIHousing staff reviewed the proposals and evaluated them in accordance with the criteria outlined in the RFP and voted to recommend the engagement of the The Lindsay Group Co.

#### **NOW, THEREFORE, IT IS HEREBY:**

**Resolved:** that RIHousing be, and hereby is authorized, to engage The Lindsay Group Co. for a fee not to exceed \$100,000.00 to provide Race Equity, Access, Diversity and Inclusion services under the Continuum of Care Program; and

**Resolved:** that the Executive Director, the Deputy Director and the Director of Leased Housing and Rental Services, each acting singly, be, and hereby are, authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolution, including without limitation the authority to negotiate such terms of the engagement as he or she may determine are in the best interests of RIHousing, and to execute any and all agreements or documents as he or she deems necessary to carry out the foregoing.

**Attachment B**

**Race Equity, Access, Diversity and Inclusion Consultant  
Scoring Matrix**

***READI Committee (RiCoC) Scoring: The meeting was held remotely and all committee members were asked to submit their cumulative scores based on the following criteria and scores.***

<b><i>Evaluation and Selection Criteria</i></b>	<b><i>Maximum Score</i></b>
Professional Capacity to undertake the Scope of Work	5
Proposed fee structure	5
Ability to perform within time and budget constraints	5
Reference Recommendations	5
Previous work experience and performance with similar organizations	5
Foreign language capabilities of the firm	5

Firm minority status and affirmative action program or activities	5
Evaluation of work plan: Phase I Activities	5
Evaluation of work plan: Phase II Activities	5
Ability to provide in-person and remote consultation in both Phase I and II work plans	5
<b>TOTAL SCORE</b>	<b>50</b>

<b>Committee Member</b>	<b>Lindsay Group</b>	<b>RizeNext</b>
1	26	25
2	36.5	27.5
3	34	27
4	23	24
5	28.5	33.5
6	33	24
7	15	17
8	25	22
9	39	31
<b>Total Score (avg)</b>	<b>28.9</b>	<b>25.7</b>