



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2016-04-27(1)

**Date:** April 27, 2015  
**To:** THA Board of Commissioners  
**From:** Michael Mirra  
Executive Director  
**Re:** Amendment to Initial Program and Income Certification and Leasing Services with Allied Residential

This resolution would authorize Tacoma Housing Authority's (THA's) Executive Director to increase the maximum contract amount for the income certification and leasing services for the Rental Assistance Demonstration (RAD) project from \$150,000 to \$175,000.

### Background

The expended amount on this contract has reached its limit on the original contract. Due to the extended closing date of the RAD program, some of the initial certifications that were done in 2015 will expire and may need to be recertified, which will cost additional funds. We went to the Board in January 2016 to increase the contract to cover the extra expenses. The contract was increased an additional \$50,000; however after our closing date was moved again, the \$50,000 was not enough to cover the new scope of work. In order to be in compliance and not to exceed the amount of the contract, staff asks the Board to increase the contract dollar amount. This will cover additional certifications or other work that RAD will require.

This resolution will give THA's Executive Director Authorization to sign Amendment No. 2, which will increase the Contract by an additional \$25,000 to cover additional income recertifications through October, 2016 when the Contract expires.

### Recommendation

Approve Resolution 2016-04-27(1) authorizing THA to amend the Initial Program and Income Certification and Leasing Services contract with Allied Residential for an additional \$25,000, making the total amount of the contract of \$175,000.00.



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## **RESOLUTION 2016-04-27(1) (Amend the Initial Program and Income Certification and Leasing Services with Allied Residential)**

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

**WHEREAS**, Tacoma Housing Authority and Allied Residential entered into a Contract dated October 6, 2015, in the amount of \$100,000; and

**WHEREAS**, The accumulative budget from services rendered is at its contract limit of \$100,000, authorized by the Executive Director; and

**WHEREAS**, The contract was amended under Board Resolution, 2016-01-27(5) for an additional \$50,000; and

**WHEREAS**, Due to the Rental Assistant Demonstration (RAD) financing closing being extended, some of the certifications may need to be recertified to meet RAD requirements; and

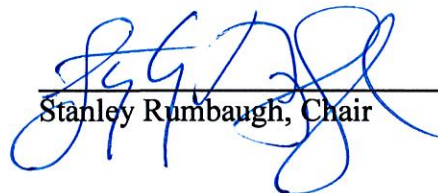
**WHEREAS**, The prior amendment was not sufficient amount to cover the additional expenses for the recertification's; and

**WHEREAS**, The amended contract amount with Allied Residential will be a Not-to-Exceed \$175,000 for the Initial Program and Income Certification and Leasing Services Contract; now, therefore, be it

***Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:***

The Executive Director is authorized to amend the existing Initial Program and Income Certification and Leasing Services contract to increase the contract value to a Not Exceed \$175,000:

**Approved: April 27, 2016**

  
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Stanley Rumbaugh, Chair