



TACOMA HOUSING AUTHORITY

RESOLUTION 2022-03-23 (1)

Date: March 23, 2022
To: THA Board of Commissioners
From: April Black
Executive Director
Re: Wise Consulting Services Contract for Yardi

This resolution would authorize Tacoma Housing Authority's (THA) Executive Director to enter a contract with Wise Consulting Services.

Background

Previously, THA Board of Commissioners (BOC) approved an estimated 18-month project to implement YARDI, an asset and property management Software as a Service (SaaS) product (THA BOC Resolution 2022-01-26(1)). In an effort to ensure a wholistic design and provide departments with additional subject matter expertise (SME) that they need to be successful with this implementation, we are recommending bringing on Wise Consulting Services.

THA staff from various departments interviewed 6 firms to select a SME consultant. Wise Consulting was determined to be the best fit for the agency. Wise has extensive experience and expertise in helping Housing Authorities implement the Yardi Solution. Due to the critical timing, this modified solicitation process was used instead of a formal RFP process. With consultation from legal, it was determined that executing the contract with Wise Consulting is appropriate under the emergency procurement clause from THA's Procurement Policy; and, RCW 39.04.280, this service contract is eligible under THA's authority for a sole-source procurement and for the special and unique market conditions for these services.

This is an hourly contract, and the term is to begin as soon as it is executed and signed. The contract represents Wise Consulting providing 2 resources x15 hours per week per resource x 78 weeks at an hourly rate of \$180.00, not to exceed 2,340 hours, unless otherwise approved by both parties.

Recommendation

Approve the Executive Director executing a contract with Wise Consulting Services.



TACOMA HOUSING AUTHORITY

RESOLUTION 2022-03-23 (1) (Wise Consulting Services Contract for Yardi)

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

WHEREAS, The Housing Authority of the City of Tacoma (“Tacoma Housing Authority” or “Authority”) has substantial needs for application software for the administration of its operations, all to better serve its low and moderate-income housing community and other services through the various programs administered by the Authority; and

WHEREAS, The Authority has engaged in a multi-year effort to identify and procure necessary system software, cloud services, support, and training, including installation, maintenance and service of hardware and software. That effort has included evaluation by Authority-wide personnel of many vendors, services and programs, and government service providers under federal and local programs; and

WHEREAS, The costs associated with this contract are within the overall Yardi implementation budgeted for 2022; now, therefore, be it

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

Approve THA’s Executive Director entering a contract with Wise Consulting Services.

Approved: March 23, 2022



Stanley Rumbaugh, Chair