



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2022-04-27 (6)

**Date:** April 27, 2022

**To:** THA Board of Commissioners

**From:** April Black  
Executive Director

**Re:** Intergovernmental Cooperative Purchasing Agreement with Housing Opportunities of SW Washington (HOSWWA) to Procure Real Estate Financial Services.

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*This resolution would authorize THA to use a financial analyst, J.H. Brawner & Company, that the Housing Opportunities of SW Washington (HOSWWA) has procured. THA would rely on Housing Opportunities of SW Washington (HOSWWA) procurement process. Doing this would spare THA the need to conduct its own procurement. State law permits this. We would do this with an Intergovernmental Cooperative Purchasing Agreement with Housing Opportunities of SW Washington (HOSWWA). This resolution also authorizes the executive director to execute the Intergovernmental Cooperative Purchasing Agreement.*

### Background

THA is completing financial analyses for several different projects, in addition to analyzing our capital plan and developing an acquisition strategy. We need the expertise of a third-party consultant to evaluate proposed transactions and recommend ways to ensure projects are financially viable. This type of consultant also guides THA on finding potential financing sources and maximizing the use of tax credits and rental income.

THA seeks this type of consultant for current and future projects. Housing Opportunities of SW Washington (HOSWWA) procured J.H. Brawner & Company, a well-regarded and respected real estate development advisor, and with whom THA has worked in the past.

Housing Opportunities of SW Washington (HOSWWA) follows a procurement process similar to THA's. THA would use an Intergovernmental Cooperative Purchasing Agreement with Housing Opportunities of SW Washington (HOSWWA) to allow THA to use the Brawner firm. Specific contracts will then be developed to detail the work and cost for each project. Immediate projects will include Housing Hilltop and an audit of THA's pipeline.

### Recommendation

Staff recommends approval of Resolution 2022-04-27 (6)



# TACOMA HOUSING AUTHORITY

## RESOLUTION 2022-04-27 (6)

### **INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT WITH HOUSING OPPORTUNITIES OF SW WASHINGTON (HOSWWA) TO PROCURE REAL ESTATE FINANCIAL SERVICES.**

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

**Whereas,** the Tacoma Housing Authority seeks to secure a consultant to assist in Real Estate Financial Services; and

**Whereas,** THA has previously utilized inter-local, cooperative purchasing agreements within- and out-of-state public agencies; and

**Whereas,** the real estate financial services needed by THA are available through the Housing Opportunities of SW Washington (HOSWWA) through a competitively bid contract with J.H. Brawner & Company; and

**Whereas,** Chapter 39.34 RCW The Interlocal Cooperation Act permits public agencies to cooperate and exercise joint powers in carrying out their public purposes, including the purchase of goods and services; and


**Whereas,** the THA routinely enters into Intergovernmental Cooperative Purchasing Agreements with other public agencies in order to reduce the cost of contracts and supplies; and

**Whereas,** the Housing Opportunities of SW Washington (HOSWWA) has used competitive bidding procedures which are substantially the same as THA's to obtain a reasonable and fair price for the Real Estate Financial Services needed by THA and is willing to enter into an Intergovernmental Cooperative Purchasing Agreement allowing THA to piggyback on their existing contract at a comparable price.

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

The Executive Director is authorized to sign an Intergovernmental Cooperative Purchasing Agreement with the Housing Opportunities of SW Washington (HOSWWA) substantially in the form attached for the purpose of securing the services of J.H. Brawner & Company to provide financial analysis and real estate development services.

**Approved: April 27, 2022**

  
Stanley Rumbaugh, Chair





# TACOMA HOUSING AUTHORITY

## INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT

Pursuant to Chapter 39.34 of the Revised Code of Washington State, the Housing Authority of the City of Tacoma and the Housing Opportunities of SW Washington (HOSWWA) hereby agree to the terms of this Intergovernmental Cooperative Purchasing Agreement for the use of the solicitation process in obtaining Real Estate Financial Services with J.H. Brawner & Company. The following terms and conditions are applicable to this Agreement:

1. Each party has agreed that Housing Opportunities of SW Washington (HOSWWA) has followed the HUD procurement process 2 CFR 200.317-200.326 and Housing Opportunities of SW Washington (HOSWWA) Procurement Policy in obtaining Real Estate Financial Services with J.H. Brawner & Company.
2. Each party has agreed that Housing Opportunities of SW Washington (HOSWWA) decision to contract with J.H. Brawner & Company is without prejudice and meets applicable laws and policies.
3. Each party has agreed to enter into separate contracts with J.H. Brawner & Company, with each contract having specific terms and agreements.
4. A party to this Agreement shall not accept responsibility for the performance of J.H. Brawner & Company contracted for by the other party as a result of this Agreement.
5. A party to this Agreement shall not be responsible for the payment of any item(s) or service(s) contracted for by the other party as a result of this Agreement.
6. This Agreement shall continue in force until cancelled in writing by either party.

IN WITNESS WHERE OF, the parties here to have executed this Intergovernmental Cooperative Purchasing Agreement by having their representatives affix their signatures below.

**TACOMA HOUSING AUTHORITY**

**Housing Opportunities of SW Washington  
(HOSWWA)**

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Executive Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_