

RESOLUTION NO. _____

**APPROVAL TO RENEW MOVING TO WORK CONSULTANT CONTRACT WITH
EDGEMERE CONSULTING CORPORATION**

Item No. 5f

WHEREAS, Louisville Metro Housing Authority (LMHA) has the need to engage a Moving to Work (MTW) Consultant to provide technical assistance for the MTW Program, including preparation of the MTW Annual Plan and the MTW Annual Report, as well as various special projects as directed; and

WHEREAS, in Fiscal Year 2018, LMHA, in accordance with LMHA procurement procedures, the Board awarded a contract to Edgemere Consulting Corporation to provide consulting services for MTW technical assistance for a period of one year; and

WHEREAS, the contract awarded to Edgemere Consulting Corporation included an option provision whereby LMHA may renew the contract up to four additional years.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to exercise the third option to renew the contract for MTW Consultant with Edgemere Consulting Corporation with an annual fee not to exceed \$119,500.

RESOLUTION BACKGROUND STATEMENT

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I. STATEMENT OF FACTS:

The Louisville Metro Housing Authority required the services of an MTW consultant in the course of agency operations. In FY 2018, LMHA awarded the MTW Consultant Contract to Edgemere Consulting Corporation. The contract, based on an annual fee not to exceed \$119,500, included an option allowing LMHA to renew the contract four additional one-year terms.

Staff has been pleased with the performance of Edgemere Consulting Corporation. LMHA now has the opportunity to renew the contract for another year. Exercising the option will also save LMHA the considerable time and expense of preparing and advertising a new contract. The LMHA Procurement Committee has sanctioned this renewal. The amount expended from this contract in the past year (as of January 2021) was \$50,206.

II. ALTERNATIVES:

- A. Renew the contract with Edgemere Consulting Corporation one additional year by exercising the third contract renewal option.
- B. Do not extend the contract with Edgemere Consulting Corporation.

III. RECOMMENDATION:

Staff recommends Alternative "A".

IV. JUSTIFICATION:

- Edgemere Consulting Corporation has specialized expertise in HUD Moving to Work Programs, subsidized housing programs, grant programs, and affordable housing development. Edgemere has provided such expertise to many housing authorities across the country. Over the past 12 months, Edgemere Consulting Corporation has assisted LMHA in planning and reporting MTW activities. Edgemere has created, revised, and submitted LMHA's MTW Annual Reports and Plans for fiscal years 2017 through 2021. Edgemere has also created the Housing Choice

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IV. JUSTIFICATION (cont'd):

- Voucher Rent Simplification Analysis Tool and commenced working on the MTW Plan for fiscal year 2022.
- The hourly fees proposed by Edgemere Consulting Corporation have been reviewed by staff and found to be reasonable and acceptable.
- LMHA can enjoy the full benefit of the option clause by executing a simple contract extension.

V. BUDGET APPROVAL:

Funding for this project is provided from the FY 2021 and FY 2022 Operating Budgets.

Angela Larsson, Director of Finance

Date

VI. PROCUREMENT CERTIFICATION:

The procurement of this contract is in compliance with the Louisville Metro Housing Authority procurement policies and procedures.

Steve Webb, Purchasing Dept.

Date

Submitted by: Heath Rico-Storey
Compliance Manager
January 19, 2021