

RESOLUTION 26-24

To Authorize the Execution of a Contract for Development Program Owner's Representative

SUMMARY

The purpose of this resolution is to authorize the Interim Executive Director to enter into a contract for a Development Program Owner's Representative with Cubed Development and Consulting for a period of one (1) base year with two (2) one-year extension options for a potential total maximum term of three (3) years. The annual amount of the contract is up to two hundred twenty thousand dollars (\$220,000.00). Subsequent years will be determined by the Executive Director in an amount not to exceed the annual amount of \$220,000 plus CPI, subject to the availability of funding

RESOLUTION 26-24

TO AUTHORIZE THE EXECUTION OF A CONTRACT FOR DEVELOPMENT PROGRAM OWNER'S REPRESENTATIVE

WHEREAS, District of Columbia Housing Authority ("DCHA") requires a Bond Program Owner's Representative; and

WHEREAS, on Sunday, May 31, 2026, DCHA advertised a Request for Proposals ("RFP") in *The Washington Post Sunday edition, Washington Informer and Washington Times*; and

WHEREAS, on Friday, May 29, 2026, Solicitation No. 29-2026 Owner's Representative, bidders interested in doing business with DCHA, posted to the DCHA Website and uploaded to Housing Agency Marketplace issued to all bidders registered; and

WHEREAS, 35 viewers interested in doing business with DCHA viewed the RFP; and

WHEREAS, by Monday, June 22, 2026, DCHA received 5 proposals for evaluation; and

WHEREAS, the solicitation stated that DCHA would make an award to the company that was deemed technically qualified and most responsive in accordance with the solicitation requirements for Development Program Owner's Representation Services and in the best interest of DCHA; and

WHEREAS, based on the proposal and the results of the evaluation process, DCHA determined that Cubed Development and Consulting has met the technical requirements of the RFP as a qualified firm capable of providing the required Development Program Owner's Representation for DCHA; and

WHEREAS, DCHA performed a review of the Federal Systems Award Management and the District's Excluded Parties List, and has determined that Cubed Development and Consulting does not appear on that list.

RESOLUTION 26-24

**TO AUTHORIZE THE EXECUTION OF
CONTRACTS FOR DEVELOPMENT PROGRAM
OWNER'S REPRESENTATIVE**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of District of Columbia Housing Authority hereby authorizes the Interim Executive Director to execute a contract with Cubed Development and Consulting, for a period of one (1) base year with two (2) one-year extension options for a potential total maximum term of three (3) years, with a base an annual amount not to exceed two hundred twenty thousand dollars (\$220,000.00) and subsequent option years in an amount to be determined by the Executive Director which option year amounts shall not exceed two hundred twenty thousand dollars (\$220,000.00) per year plus a Consumer Price Index factor increase, all subject to the availability of funding.

ADOPTED, by the Board of Commissioners and signed in authentication of its passage the 16th day of September 2026.

ATTEST:

APPROVED:

Nicole Wickliffe
Interim Executive Director/Secretary

Raymond Skinner
Chairperson

APPROVED TO FORM AND LEGAL SUFFICIENCY:

Eric D. Topor
Interim Sr. Vice President and General Counsel

CERTIFICATION OF FUNDS TO RESOLUTION 26-24

TO AUTHORIZE THE EXECUTION OF
CONTRACTS FOR DEVELOPMENT PROGRAM
OWNER'S REPRESENTATIVE

District of Columbia Housing Authority
Certification of Funds Available

Funding Request

Contract award with Cubed Development and Consulting, for a period of one (1) base year with two (2) one-year extension options for a potential total maximum term of three (3) years, and with a base an annual amount not to exceed two hundred twenty thousand dollars (\$220,000.00) and subsequent option years in an amount to be determined by the Executive Director and which option year amounts shall not exceed \$220,000.00 per year plus a Consumer Price Index factor increase, all subject to the availability of funding.

Funding Source

Amount

\$220,000

IF APPLICABLE-

AMOUNT OF PREVIOUS CONTRACT

\$ 240,000

AMOUNT EXPENDED THROUGH
08/25/2026

\$ \$239,516.13

CERTIFICATION

DATE

Isra Elkhazeen
Interim Chief Financial Officer