



Thomas Jefferson Planning District Commission
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**RESOLUTION AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS
for Consultant Services to Develop a HOME-ARP Needs Assessment and Gap Analysis**

WHEREAS, pursuant to the Thomas Jefferson Planning District Commission's (TJPDC) Procedures Governing Purchases approved by the Commission September 6, 2007, any purchases greater than \$30,000 require approval from the Commission; and,

WHEREAS, Article IX, Section 7 of the Commission Bylaws further require approval from the Commission for purchases greater than \$30,000; and,

WHEREAS, the Thomas Jefferson Regional HOME Consortium was awarded a \$2,452,270 HOME-ARP grant from the US Department of Housing and Urban Development (HUD) to benefit individuals or households who are homeless, at risk of homelessness, and other vulnerable populations, by provide housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability in the region; and,

WHEREAS, the TJPDC, as administrators of the Thomas Jefferson Regional HOME Consortium, are authorized to use \$122,613.50 (5%) for administrative costs associated with the planning and development of the regional HOME-ARP program; and,

WHEREAS, HUD requires the submission of a HOME-ARP Allocation Plan; to include a Needs Assessment and Gap Analysis, as well as documented consultation with the Continuum of Care and service providers that address the needs of qualifying populations; and,

WHEREAS, the TJPDC will seek proposals from consultants to develop the required Needs Assessment and Gap Analysis at a cost greater than \$30,000; and,

WHEREAS, the TJPDC Commission was presented with a copy of the draft Request for Proposals for review; and,

WHEREAS, the Central Virginia Regional Housing Partnership of the TJPDC will appoint a committee to review all proposals in accordance with the TJPDC's Bylaws and approved Procedures Governing Purchases and to make a recommendation to the Executive Director as to the selection; and,

NOW, THEREFORE BE IT RESOLVED that the Thomas Jefferson Planning District Commission hereby authorizes the Executive Director to distribute the Request for Proposals for a consultant in accordance with the provisions of the Commission Bylaws and approved Procedures Governing Purchases; and,

BE IT FURTHER RESOLVED that the Thomas Jefferson Planning District Commission hereby authorizes the Executive Director to take all other actions consistent with the Commission Bylaws and approved Procedures Governing Purchases to procure and facilitate the services of a consultant to develop the required HOME-ARP Needs Assessment and Gap Analysis.

Adopted this 3rd day of March, 2022.

Christine Jacobs, Executive Director
Thomas Jefferson Planning District Commission

Jesse Rutherford, Commission Chair
Thomas Jefferson Planning District Commission

Date

Date