



RESOLUTION NO. 23-26

**RESOLUTION AUTHORIZING THE NEGOTIATION AND EXECUTION OF A
CONTRACT WITH PRAXIS CONSULTING GROUP, LLC, TO PROVIDE FINANCIAL
CONSULTING SERVICES ON A TASK ORDER BASIS FOR EXISTING
AND PROPOSED AFFORDABLE HOUSING DEVELOPMENTS**

WHEREAS, Harris County Housing Authority (HCHA) issued its Request for Proposals No. 23-02 (RFP) on May 14, 2023, soliciting qualifications and proposals from consulting firms to provide financial consulting services (Services) for existing and proposed affordable housing developments; and

WHEREAS, the RFP was advertised in the Houston Chronicle, first published May 14, 2023, next published May 21, 2023, was advertised by posting the RFP on HCHA's website on May 14, 2023, and was also advertised by posting the RFP on the website of Texas Affiliates of Affordable Housing Providers, a website visited by consulting firms and other vendors providing services to affordable housing providers on a nationwide basis; and

WHEREAS, HCHA received only one proposal in response to the RFP, that proposal being from Praxis Consulting Group, LLC (Praxis), a consulting firm HCHA has previously contracted with; and

WHEREAS, the staff of HCHA reviewed and evaluated the proposal made by Praxis and, based on its proposal and on HCHA's previous good experience with Praxis, has determined that Praxis is a responsible provider of the type of the services required by the RFP, that its response complies with and is responsive to the RFP, and that its response represents a reasonable value for HCHA, considering qualifications, price, and other factors set forth in the RFP ; and

WHEREAS, the proposal from Praxis includes options to (a) provide Services for a single defined program or development at a fixed price, or (b) provide specific Services under "Task Order" assignments for multiple programs or developments with Services for each assignment to be provided at a fixed price, or (c) to provide Services on a time and materials and as needed basis; and

WHEREAS, HCHA staff has determined that the Task Order option is most appropriate for HCHA, as it will allow HCHA to utilize Praxis for multiple programs or developments, quickly obtain the analysis and advice required for each, and establish the price of the Services for each Task Order; and

WHEREAS, the fixed price for each Task Order will be determined by the then applicable hourly rate of the particular Praxis employee(s) providing Services and the time allowed to provide the Services, with an annual maximum expenditure of \$150,000 per fiscal year for all Task Orders under which Praxis is providing Services; and

WHEREAS, in light of current economic conditions, the agreement between Praxis and HCHA will include a four percent (4%) annual increase in the hourly rate of each Praxis employee providing Services; and

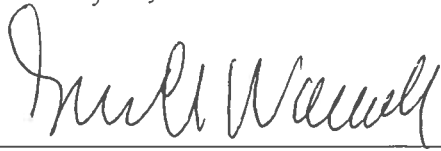
WHEREAS, the agreement between Praxis and HCHA will have a term of two years with an option exercisable by HCHA, in its discretion, to renew for another two year term; and

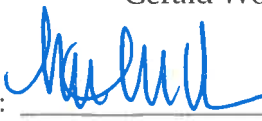
WHEREAS, the other terms under which Praxis is to provide Services are expected to be substantially the same as those set forth in the draft Financial Consulting Services Agreement (Draft Contract) attached to this resolution.

NOW, THEREFORE, BE IT RESOLVED, that HCHA's Board of Commissioners authorizes its Executive Director or Acting Executive Director to negotiate and execute a contract with Praxis Consulting Group, LLC, for the Services, which authority includes:

1. The authority to execute a contract containing terms and conditions substantially the same as those set forth in the Draft Contract and for the fixed fees described in this resolution; and
2. The authority to take such other actions necessary or convenient to implement this resolution.

PASSED by the Board of Commissioners this 21st day of June 2023.

Chair: 
Gerald Womack

Acting Secretary: 
Melissa Quijano

Attachment: Draft Contract