

September 12, 2012

**ITEM NO. D1**

**AUTHORIZATION TO ENTER INTO A CONTRACT WITH THE CENTRAL  
ADVISORY COUNCIL TO PROVIDE OUTREACH AND ENGAGEMENT  
SERVICES TO CHA FAMILIES**

**To the Honorable Board of Commissioners:**

**RECOMMENDATION**

It is recommended that the Board of Commissioners authorize the Chief Executive Officer or his designee to enter into a contract with the Central Advisory Council (CAC) in an amount not-to-exceed \$298,244 for a one (1) year base term, with one (1) one-year option period to provide outreach and engagement services to more than 400 CHA families.

The Acting Executive Vice President (EVP) of Resident Services, the Office of the General Counsel and the Office of Procurement have completed all necessary due diligence to support the submission of this initiative and recommend the approval of this item accordingly.

**CORPORATE GOAL:** *The purpose of this contract is to address the need to engage hard to reach residents in services and support CHA's corporate goals of investing in CHA families by providing services and supports to empower them for success in the global economy.*

**FUNDING:** General Fund, 2012-2013  
Funding Code: Cost Center 800 Contracts

**SOLICITATION SUMMARY**

**Vendor:** Central Advisory Council  
243 E. 32nd Street  
Chicago, IL 60613

**Contract Type:** Professional Services  
**Base Contract Amount:** \$298,244  
**Base Contract Period:** One-Year  
**Option Period:** One (1) One-Year Option

**M/W/DBE Participation:** Not feasible

**Section 3: Self-performing Section 3 Business Concern**

**GENERAL BACKGROUND**

In 2009, the CAC received a Resident Opportunity and Supportive Services (ROSS) grant directly from HUD to engage hard-to-reach residents and encourage participation in CHA services. Upon receipt of the grant award, the CAC hired staff to implement the scope of work

required by the grant. The outreach and engagement services provided by the CAC during this period were executed successfully and proved beneficial to the resident population. During the grant period, CAC's outreach and engagement staff worked closely with CHA's Resident Services Division to identify families who lived in the Scattered Site portfolio who were not engaged in services.

The CAC submitted a proposal to CHA to continue the engagement services that had been provided during term of the ROSS grant, and worked with CHA to enhance the scope of work and metrics of the grant based on the needs of CHA. The CAC has a unique capacity to provide these services, as the CAC outreach and engagement team is comprised fully of CHA residents, which helps to foster trust and positive relationships with CHA families, who are reluctant to engage in CHA's continuum of social services. The CAC's outreach service for those who are hard to reach is important to ensure all families have an opportunity to engage in services, particularly in light of a changing service model and reduced resources in the future.

The Board action recommended in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal (HUD) procurement laws.

The Acting EVP of Resident Services concurs with the recommendation to enter into a contract with the CAC to provide outreach and engagement services to CHA families.

The CEO/President recommends the approval to enter into cost-reimbursement contracts for a one (1) year base term, with one (1) one-year option with the Central Advisory Council in an amount not-to-exceed \$298,244 to provide outreach and engagement services to more than 400 CHA families.

**RESOLUTION NO. 2012-CHA-76**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 12, 2012 entitled "AUTHORIZATION TO ENTER INTO A CONTRACT WITH THE CENTRAL ADVISORY COUNCIL TO PROVIDE OUTREACH AND ENGAGEMENT SERVICES TO CHA FAMILIES";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners ("Board") authorizes the Chief Executive Officer or his designee to enter into a cost-reimbursement contract for a one (1) year base term, with one (1) one-year option with the Central Advisory Council in an amount not-to-exceed \$298,244 to provide outreach and engagement services to more than 400 CHA families.

These awards are subject to each Contractor's compliance with the CHA's MBE/WBE/DBE, Section 3, and bonding and insurance requirements.

