Agenda and Meeting Materials

for the

ARHA Board of Commissioners Regular Meeting

July 27, 2026

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Alexandria Redevelopment and Housing Authority

MEETING AGENDA

Alexandria Redevelopment and Housing Authority

Regular Meeting of the Board of Commissioners

401 Wythe Street, Alexandria VA 22314

Monday, July 27, 2026, at 7:00PM

1) Call to Order
2) Reading and Approval of the Minutes from June 22, 2026
3) Public Discussion Period for Resident Association
4) Public Discussion Period – 3 minutes per speaker
5) Secretary-Treasurer Report
6) Committee Reports
7) Consent Docket Items
8) Action Docket Items
9) New Business
   a) Vote Approval to Adopt the Public Housing Flat Rents Resolution No. 807 – 2026
   b) Vote Approval to Award the Contract for Executive Search and Recruitment Services for Senior Leadership positions RFP #P-061226 Resolution No. 810 - 2026
10) Announcements
11) Executive Session (closed)
12) Resume Regular Meeting
13) Other Items
14) Adjournment

Alexandria Redevelopment and Housing Authority

MEETING MINUTES

ARHA
Alexandria Redevelopment and Housing Authority

MINUTES OF THE ALEXANDRIA REDEVELOPMENT & HOUSING AUTHORITY
REGULARLY SCHEDULED BOARD MEETING
Monday, June 22, 2026, at 7:00PM

THOSE PRESENT:

Mark Jinks, Chair
Dr. Darnella McGuire-Nelson, Vice-Chairwoman
Theresa Peterson
Nathan Macek
Anna Gray
Cassandra Lewis (electronically)
Michael Butler
Annette Santiago
Steven Mikulic, Attorney

THOSE ABSENT:

Kristen Weber

RECORDER:
Neal Gross

ITEM I: CALL TO ORDER AND ROLL CALL

Chair Jinks called the meeting to order at 7:00 p.m. Commissioner Lewis joined the meeting electronically.

ITEM 2: APPROVAL OF THE MINUTES FROM APRIL 27, 2026:

Chair Jinks presented the minutes for May 18, 2026.

Commissioner Macek had a correction. For Item 8 on page 14, the resolution regarding the contract for Real Estate Brokerage service should have reflected 8 yeas, 0 nays and 1 recusal.

Commissioner Macek made a motion to approve the May 18, 2026, meeting minutes, which was seconded by Vice-Chairwoman Dr. McGuire-Nelson.

The motion was approved with (8) Yeas, and (0) Nay.

ITEM 3: PUBLIC DISCUSSION PERIOD FOR RESIDENT ASSOCIATION

Summary – Resident Association Report

- **Leadership Present:** Annette Santiago (President), Cassandra Lewis (Vice President), Cathy Driver (Treasurer), and Ricky Jefferson (Sergeant-at-Arms/Temporary Secretary).

Discussed topics:
- CEO Expectations
- Maintenance Concerns
- Property Concerns
- Community Events and Communication
- Voucher and Public Housing Updates
- Work Orders and Resident Education

Overall, residents' feedback consistently emphasized the need for stronger leaders and accountability, improved transparency, increased visibility and greater resident involvement and employment opportunities within ARHA.

ITEM 4: PUBLIC DISCUSSION PERIOD

Ms. Hill, a former ARHA resident, addressed the Board regarding her past experiences with ARHA and her current housing situation. She stated that she believes she experienced discrimination while living at Hopkins-Tancil and described several concerns, including difficulties adding her husband to her lease, repeated police involvement, and unresolved maintenance issues that she believes negatively impacted her family's health.

Ms. Hill explained that she has remained on ARHA's waiting list since January 2020 but believes she was improperly removed from the Chatham Square waiting list after previously being contacted for eligibility. She also reported being unable to update her contact information through ARHA's online waiting list portal, raising concerns about receiving future communications.

She shared that she and her autistic son are currently living in an unsafe neighborhood where recent violent crime has caused significant fear and anxiety. Ms. Hill stated that she is employed and has consistently paid market-rate rent but is struggling financially and is seeking stable, affordable housing. She requested assistance from ARHA in reviewing her housing application and waiting list status.

Chair Jinks acknowledged Ms. Hill's concerns and apologized if ARHA had failed to address issues in the past. He explained that the Board could not review individual case details during the meeting but confirmed that staff would follow up directly with her. He indicated that Director Janell Diaz and the appropriate staff would review her concerns, verify her waiting list status, and discuss available options. Ms. Brown confirmed that ARHA had Ms. Hill's current contact information on file to facilitate follow-up.

ITEM 5: SECRETARY-TREASURER EXECUTIVE SUMMARY REPORT

During the Housing Programs report, Ms. Janell Diaz shared that ARHA has completed 95% of its portfolio-wide property inspections, with the remaining 5% delayed due to resident access issues such as changed locks or unsecured pets. Staff anticipate completing the remaining inspections by the end of the month. The overall inspection failure rate is 61%, and corrective work orders have been completed for eight properties, while repairs at seven additional properties remain in progress.

City-required residential rental inspections have been completed at Saxony Square, Miller Homes, and Pendleton Park, with Park Place scheduled for inspection the following day. Chair Jinks noted that these are the first city inspections conducted since the COVID-19 pandemic, when the City's inspection program had been suspended.

Staff also reported that 15 required HUD audits have been completed, with 4 audits still in progress. In addition, 538 maintenance work orders were created during the reporting period, 471 were completed, and 67 remained outstanding.

Ms. Janell Diaz advised that staff would receive training on June 26 to prepare to reopen the waiting list for Alate. The initial waiting list will be for the 95 project-based voucher (PBV) units currently under the Housing Assistance Payments (HAP) contract. One PBV unit is currently vacant, with another expected to become available shortly. ARHA plans to open the waiting list in July, with public notice posted on the ARHA website and shared with the city.

An update was also provided on leasing activity at Alate. While eleven (11) units remain vacant, most are market-rate units that are not currently part of the PBV contract. Individuals with Housing Choice Vouchers may lease eligible vacant units, which can then be added to the PBV contract through an amendment, gradually increasing the number of project-based units beyond the current 95.

Regarding Quaker Hill, Ms. Janell Diaz reported that she contacted Dominque Mack, Quaker Hill Board Chair to discuss ongoing concerns. Ms. Mack requested that all issues be submitted in writing so they could be reviewed by the full Quaker Hill Board before further discussions take place.

ITEM 6: COMMITTEE REPORTS:

Finance, Audit, and Administration Committee
The Finance, Audit and Administration Committee did not meet due to conflict with the Special Board meetings.

Operations and Resident Engagement Committee
The Operations and Community Engagement Committee met the previous Thursday and reported positive progress in both resident engagement and youth programming. Committee members attended community cookouts at Princess Square and Andrew Adkins, both of which had strong resident participation. The Hopkins-Tancil community cookout was rescheduled for July 8, 2026.

Vice-Chairwoman Dr. McGuire-Nelson also recognized Ms. Gaynelle Diaz for hosting a Juneteenth meeting with a community group interested in forming a partnership and Community Relations Committee. During the visit, Ms. Gaynelle Diaz provided attendees with an impromptu tour of the Alate property.

Ms. Gaynelle Diaz highlighted two unique educational opportunities for ARHA youth. The first was an invitation to an exclusive Croatian National Soccer Team training event at Episcopal High School, where participants met players, received autographs, and interacted with the team. The second was participation in the Clipper Round the World Yacht Race event in Washington, D.C. Youth toured one of the racing sailboats, met international crew members and captains, and learned about life aboard the vessel, including teamwork, navigation, and the challenges of sailing around the world. The experience exposed participants to individuals from several countries and provided valuable insight into international collaboration and leadership.

Ms. Gaynelle Diaz concluded by announcing the upcoming Ruby Tucker Day celebration, scheduled for the weekend at Hopkins-Tancil Court from 12:00 p.m. to 4:00 p.m., expressing hope for favorable weather and strong community participation.

The Operations and Resident Engagement Committee also discussed ongoing concerns regarding Quaker Hill residents being denied access to the community pool despite ARHA having paid its required HOA assessment. Vice-Chairwoman Dr. McGuire-Nelson reported that ARHA staff hand-delivered the payment to the HOA, but residents were still denied pool access because the HOA claimed the payment was received late. Although ARHA offered to pay any applicable late fees immediately, the HOA stated that it would first issue an invoice. After requesting documentation, ARHA was later informed by the HOA's accountant that ARHA actually had a credit balance of approximately $1,000. Despite this, pool access remained suspended.

The committee expressed concern that this issue has occurred repeatedly over several years and noted that legal counsel previously sent a letter to the Quaker Hill HOA stating that denying residents access under these circumstances could violate the Fair Housing Act and the Civil Rights Act. The committee also questioned whether the HOA had followed its own bylaws, which provide a 30-day period for payment before enforcement actions may be taken. Ms. Janell Diaz reported that she contacted Dominique Mack, HOA Board Chair, to discuss the matter. Ms. Mack requested that all communications be submitted in writing for review by the full HOA Board before responding. Ms. Janell Diaz confirmed that she provided written documentation outlining ARHA's concerns, including the payment history, pool access issue, and the HOA procedures that appeared not to have been followed. She stated that she expects a response from the HOA and will provide the Board with an update once additional information is received.

Chair Jinks agreed with the committee's concerns and noted that legal counsel had made it clear that the HOA's actions should not be arbitrary or capricious and that there could be legal consequences if residents continue to be denied access improperly.

Planning and Development Committee

Commissioner Macek reported that the Planning and Development Committee met on June 9 and established a regular meeting schedule on the second Thursday of each month, aligned with the ARHA-City Work Group meetings on the 3rd Thursday and Board meetings on the 4th Monday.

The committee received an update on Alate, including leasing progress and the property's financial performance. Current cash flow is projected to be sufficient to cover near-term debt service obligations as additional units are leased. During the ARHA-City Work Group meeting, members also discussed the potential discontinuation of meal service at Alate. Because meal service was presented as an amenity during the relocation of Ladrey residents, the committee requested that staff evaluate participation, costs, and available options before bringing the matter back to the Board for discussion. Chair Jinks emphasized that no decision has been made and that the Board will review the issue after receiving additional information.

Staff provided an update on Madden North, reporting that construction remains ahead of schedule. The committee also received an explanation regarding the winter construction form collapse. Progress continues on Madden South with Fairstead; however, HUD's decision to discontinue the Restore Rebuild Program voucher conversion initiative may affect the project's eligibility for voucher conversions. Staff are exploring alternative strategies to preserve available voucher resources and are monitoring potential federal legislative actions that could impact the program.

Regarding Ladrey, staff reported that the redevelopment timeline continues to move forward, including financing activities related to conduit bonds. For Cameron Valley, HUD Section 18 demolition approval has been initiated, representing an important milestone in preparing the site for future redevelopment. The committee also discussed the Duke Street Small Area Plan and upcoming Board consideration of a resolution to modify building height allowances to maximize redevelopment opportunities. A community meeting for Cameron Valley residents is planned for August, and staff continue resident engagement activities throughout the redevelopment planning process.

Staff also updated the committee on the Andrew Adkins redevelopment. A community meeting is scheduled for August 11, and the project recently received a community engagement grant. Staff are also coordinating with the adjacent property owner regarding easement adjustments that may be presented to the Board in the future. Ms. Mohamed added that Andrew Adkins previously received initial HUD Section 18 disposition approval as part of the Madden initiative, but residents have had limited communication about the redevelopment process. Moving forward, staff intend to engage residents directly to gather input on future improvements and redevelopment plans.

Chair Jinks concluded by noting that the volume of activity reflects meaningful progress across ARHA's redevelopment initiatives. He also recognized Interim CEO Rickie Maddox for her leadership and service during a period of organizational transition, highlighting her efforts to stabilize the agency and launch initiatives such as the comprehensive property inspection program.

ITEM 7: CONSENT DOCKET ITEMS:

No items noted.

ITEM 8: ACTION DOCKET ITEMS:

RESOLUTION No. 806 – 2026 Vote to Reaffirm the Appointment Acting Deputy Chief Executive Officer

Vice-Chairwoman Dr. McGuire-Nelson made a motion to approve Resolution No. 806 - 2026, to reaffirm the appointment of Janell Diaz as the Acting Deputy Chief Executive Officer, which was seconded by Commissioner Peterson.

The motion was approved with (8) Yeas, and (0) Nay.

ITEM 9: NEW BUSINESS:

RESOLUTION No. 803 – 2026 Approve the Development Consultants

Ms. Mohamed presented the results of ARHA's Request for Proposals (RFP) for Development Consultant Services. She reported that 13 proposals were received and evaluated by a five-member internal review committee representing the Development, Asset Management, and other ARHA departments. Based on the evaluation process, staff selected the three highest-scoring firms to provide development consulting services on an as-needed basis.

Ms. Mohamed explained that utilizing multiple development consultants would allow ARHA to leverage a range of specialized expertise to support its growing development portfolio, as well as provide assistance on asset management and operational projects when needed. She emphasized that the additional consulting capacity would strengthen ARHA's ability to advance its development initiatives.

During discussion, Commissioner Peterson asked for the names of the selected firms. Ms. Mohamed indicated she was unsure whether the procurement manager had already distributed that information but noted that she had previously worked with two of the recommended firms, EJP Consulting Group and DJC (David Cortiello & Associates). Commissioner Gray confirmed that DJC referred to David Cortiello & Associates.

Following the discussion, Chair Jinks asked if there were any additional questions. Hearing none, Commissioner Macek moved to approve Resolution No. 803-2026, awarding the Development Consultant Services contract (RFP No. P-111025) to the firms recommended by staff. It was seconded by Vice-Chairwoman Dr. McGuire-Nelson.

The motion was approved with (8) Yeas, and (0) Nay.

RESOLUTION No. 804 – 2026 Vote to Approve the Inducement for CLI Elbert Avenue Residences

Chair Jinks introduced the next agenda item concerning the issuance of revenue bonds to support financing for the CLI project on Elbert Avenue. Ms. Mohamed explained that the Elbert Street Redevelopment project had applied for ARHA conduit bond financing, similar to the financing structure previously approved for the Ladrey redevelopment project.

She noted that the project had been discussed during prior Development Committee meetings and at the ARHA–City Workgroup. Ms. Mohamed then introduced Mr. Paul Browne to present an overview of the project and provide additional details regarding the proposed financing.
She also informed the Board that the agenda item served as the required Tax Equity and Fiscal Responsibility Act (TEFRA) public hearing, which is a necessary step in the approval process for the issuance of tax-exempt revenue bonds associated with the project.

Mr. Paul Browne, development consultant for Community Lodgings, Inc. (CLI), presented the proposed redevelopment of the Elbert Avenue Apartments located at 3908–3916 Elbert Avenue in Alexandria's Arlandria neighborhood. He explained that Community Lodgings, a long-standing nonprofit affordable housing provider, is partnering on the redevelopment of the existing 28-unit apartment complex, which was originally constructed in the late 1940s and last renovated through the Low-Income Housing Tax Credit program in 1993. The property is now considered obsolete and in need of redevelopment.

The proposed project would replace the existing development with a six-story, 91-unit, 100% affordable housing community, with approximately 80% of the apartments consisting of two-bedroom units. The development would serve households earning between 30% and 60% of the Area Median Income (AMI), with the majority of units targeted to households at or below 50% AMI. Specifically, the project would include nine units affordable at 30% AMI, fifteen units at 40% AMI, and twenty-two units at 50% AMI. Mr. Browne noted that the redevelopment is fully consistent with the Chirilagua-Arlandria Small Area Plan and advances the City's affordable housing goals.

Mr. Browne reviewed the project's financing, explaining that it combines multiple funding sources, including a $3.5 million deferred loan from the City of Alexandria, a Virginia Housing grant exceeding $1 million, HOME-ARP funding from the Virginia Department of Housing and Community Development totaling approximately $2.5 million, and a $5 million seller loan provided by Community Lodgings. The financing plan also includes the issuance of tax-exempt conduit revenue bonds through ARHA, which would support construction financing before transitioning to permanent financing, anticipated through Freddie Mac.

He outlined the anticipated project timeline, noting that if ARHA approved the bond resolution, the proposal would proceed to Alexandria City Council for approval on July 1. Following City approval, the project would apply for an allocation of approximately $16 million in tax-exempt bonds from the Commonwealth of Virginia. Bond issuance would need to occur by December 15, with construction financing expected to close in early 2027. Construction is projected to last approximately 18 months, with initial occupancy anticipated during the summer of 2028.

As required under the Tax Equity and Fiscal Responsibility Act (TEFRA), Chair Jinks opened the public hearing regarding the proposed tax-exempt bond issuance. After confirming that no members of the public wished to speak, the public hearing was formally opened and closed. Ms. Mohamed explained that Board approval of the resolution was necessary before the project could proceed to the Alexandria City Council to obtain authorization for the tax-exempt bond financing.

Commissioner Macek made a motion to approve Resolution No. 804 - 2026, authorizing the issuance of up to $16 million of its Revenue Bonds for the acquisition, redevelopment, construction, and equipping of the Cli Elbert Avenue residence located at 3908 Elbert Avenue in the city of Alexandria, Virginia. It was seconded by Vice-Chairwoman Dr. McGuire-Nelson.

The motion was approved with (8) Yeas, and (0) Nay.

Duke Street Small Area Plan Discussion

The Board discussed a proposed amendment to the Duke Street Small Area Plan regarding the allowable building height for ARHA's Cameron Valley property. Commissioner Macek explained that the City's draft height map currently limits the site to 60 feet, while nearby properties are identified with a double asterisk indicating they may be eligible for building heights of up to 85 feet when additional committed affordable housing is provided.

Ms. Mohamed and Commissioner Macek explained that although City staff have indicated ARHA could likely obtain the additional height through existing zoning provisions, explicitly identifying Cameron Valley on the Small Area Plan map with the same notation would provide greater clarity and certainty. The additional height would help offset challenges posed by the site's topography and grading, potentially allowing ARHA to construct more affordable housing units. It would also reduce confusion for neighboring property owners and future stakeholders by clearly documenting the City's intent during the planning process.

The Board also discussed ARHA's other properties within the Duke Street corridor. The warehouse property is already designated for an 85-foot height limit, while another smaller scattered-site property has a lower height designation due to its surrounding residential context. Ms. Mohamed also noted that the City is considering potential public green space near the warehouse property, although those plans remain preliminary.

Commissioner Butler asked whether the requested change was based on a specific zoning provision. Commissioner Macek clarified that the request was not seeking a zoning amendment but rather a clarification to the proposed Small Area Plan height map to make it consistent with similarly situated properties and clearly reflect the opportunity for additional height in exchange for providing committed affordable housing.

Commissioner Macek then moved that the Board authorize submission of a formal request to the City's Duke Street Planning Team asking that the Cameron Valley parcel be designated with a double asterisk on the proposed height map, indicating that building heights of up to 85 feet may be permitted when committed affordable housing is provided. The motion was seconded by Commissioner Peterson. Following discussion, the Board approved the motion unanimously.

ITEM 10: ANNOUCEMENTS:

No announcements.

ITEM 11: EXECUTIVE SESSION (CLOSED):

Steven Mikulic moved that the that the board convene in a closed session following purposes, pursuant to Section 2.2-3711A1 of the Code of Virginia for the purpose of discussion and consideration of the assignment, appointment, and performance of a public officer of the authority, and pursuant to Code of Virginia Section 2.2-3711A7 for consultation with legal counsel and briefings by staff pertaining to pending litigation involving the authority where discussion in an open session would adversely affect the authority's litigating posture. This was seconded by Commissioner Peterson.

The motion was approved with (8) Yeas, and (0) Nay.

(The executive session started at 8:02pm., the above-entitled matter went off the record at 8:02p.m.)

ITEM 12: RESUME REGULAR MEETING AT 9:55PM

Virginia Freedom of Information Act requires the Board to certify that only properly authorized topics were discussed in closed session. No unrelated public business was discussed and The Board stayed within the scope of the motion to enter executive session

Commissioner Lewis participated electronically from Woodbridge, VA and stated the reason for remote attendance was for family reasons.

The Board members were polled: Commissioner Lewis (virtually), Commissioner Santiago, Commissioner Butler, Commissioner Peterson, Vice-Chairwoman Dr. McGuire-Nelson, Chair Jinks, Commissioner Macek, Commissioner Gray, (8) Yeas and (0) Nays.

ITEM 13: ADJOURNMENT

Commissioner Macek made a motion to adjourn, and it was seconded by Commissioner Santiago, and it was unanimously approved at 9:57 pm.

Alexandria Redevelopment and Housing Authority

SECRETARY-TREASURER REPORT

Alexandria Redevelopment and Housing Authority

SECRETARY-TREASURER REPORT

Mr. Priest will present the report in-person at the Board meeting.

Alexandria Redevelopment and Housing Authority

CONSENT DOCKET ITEMS

Alexandria Redevelopment and Housing Authority

COMMITTEES

Alexandria Redevelopment and Housing Authority

ACTION DOCKET ITEMS

Alexandria Redevelopment and Housing Authority

NEW BUSINESS

Alexandria Redevelopment and Housing Authority

DATE: July 27, 2026

TO: Mark Jinks, Chair, ARHA Board of Commissioners

FROM: Roy O. Priest, Secretary/Treasurer

SUBJECT: **VOTE APPROVAL TO ADOPT THE PUBLIC HOUSING FLAT RENTS RESOLUTION NO. 807 – 2026**

ISSUE:

Pursuant to the FY 2015 Appropriations Act and HUD Notice, PIH 2015-13, ARHA is required to establish a flat rent for each public housing unit that is no less than 80 percent of HUD issued Small Area Fair Market Rents (SAFMR) currently in use for each zip code in ARHA's jurisdiction.

DISCUSSION:

Once a year, ARHA must give each Public Housing family the opportunity to choose between the two methods for determining the amount of tenant rent payable monthly by the family. The family may choose to pay as tenant rent either a flat rent or an income-based rent. ARHA's flat rents must be set at no less than 80 percent of its determined Small Area Fair Market Rents (SAFMR). If the new flat rent amount causes a family's flat rent to increase by more than 35 percent, the family's rent increase must be phased in at 35 percent annually until such time that the family chooses to pay the income-based rent or the family is paying the established flat rent. The proposed flat rents do not exceed the 35 percent threshold of the current flat rents, therefore "phase-ins" will not be necessary.

The Compliance department has made the appropriate changes to bring ARHA in compliance with the Flat Rent requirements (CFR § 960.253). Attached you will find the new Public Housing Flat

Rent Schedule. The proposed flat rents are based on 90% of the current 2026 SAFMR rate by bedroom size, minus the utility allowance. These higher rent levels will ensure that families with higher incomes pay appropriate market-based rent.

RECOMMENDATION:

That ARHA's Board of Commissioners vote to approve Resolution No. 807-2026 to adopt the Public Housing Program's 2026 Flat Rent Schedule.

FISCAL IMPACT:

There is no fiscal impact.

THE ARHA BOARD OF COMMISSIONERS
VOTE TO APPROVAL TO ADOPTTHE PUBLIC HOUSING FLAT RENTS
RESOLUTION NO. 807 - 2026

WHEREAS: the Alexandria Redevelopment and Housing Authority is required to submit to the Board of Commissioners for approval ARHA's 2026 Public Housing Flat Rent Schedule; and

WHEREAS: the Alexandria Redevelopment and Housing Authority is required to review the Public Housing Flat Rent Schedule annually and revise it, based on HUD issued Small Area Fair Market Rents (SAFMR); and

NOW, THEREFORE, BE IT RESOLVED: by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority that, pursuant to the laws of the Commonwealth of Virginia, the action of the Interim Chief Executive Officer approves the 2026 Public Housing Flat Rent Schedule.

Adopted this 27th day of July 2026.

ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY

____________________________________ ________________

Mark Jinks, Chair Date

____________________________________ ________________

Roy O. Priest, Interim Chief Executive Officer Date

DATE: July 27, 2026

TO: Mark Jinks, Chair, ARHA Board of Commissioners

FROM: Roy O. Priest, Secretary/Treasurer

SUBJECT: **RESOLUTION NO. 810 – 2026 VOTE APPROVAL TO AWARD THE CONTRACT FOR EXECUTIVE SEARCH & RECRUITMENT SERVICES FOR SENIOR LEADERSHIP POSITIONS RFP NO. P-061226**

ISSUE:

ARHA required the services of a qualified executive search and recruitment firm to conduct executive-level recruitment for the Chief Executive Officer (CEO), Deputy Chief Executive Officer (DCEO), Chief Operating Officer (COO), Chief Financial Officer (CFO), and other comparable senior leadership positions. The existing need for executive recruitment services required ARHA to competitively procure a firm capable of providing comprehensive recruitment services in accordance with the requirements of the Request for Proposals (RFP) and applicable procurement regulations.

DISCUSSION:

ARHA conducted a competitive procurement utilizing the Request for Proposals (RFP) method in accordance with ARHA Procurement Policy, HUD Procurement Handbook 7460.8 REV-2), and the Virginia Public Procurement Act (VPPA).

The solicitation was publicly advertised through the Housing Agency e-Procurement platform, ARHA's website on June 12, 2026, and The Alexandria Times June 18, 2026. In addition, ARHA conducted outreach to firms identified through market research to maximize competition.

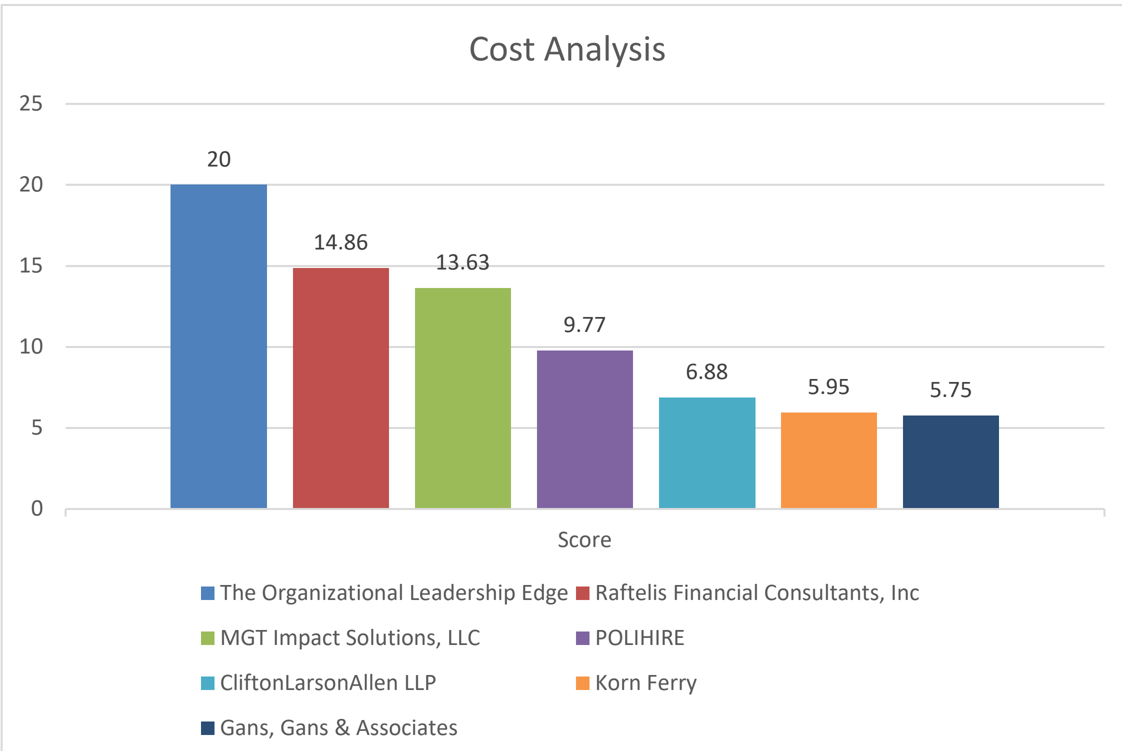
Through the Housing Agency e-Procurement platform, 1,364 firms received notification of the solicitation, 35 firms accessed the solicitation documents, and 15 additional firms were contacted by ARHA staff through market outreach efforts. Subsequently, two addenda were issued to address questions and provide clarifications related to the solicitation.

- **Addendum No. 1 (June 24, 2026):** Provided responses to proposer questions.
- **Addendum No. 2 (June 24, 2026):** Provided clarification regarding Sections 3.1.5.2 through 3.1.5.4 of the RFP.

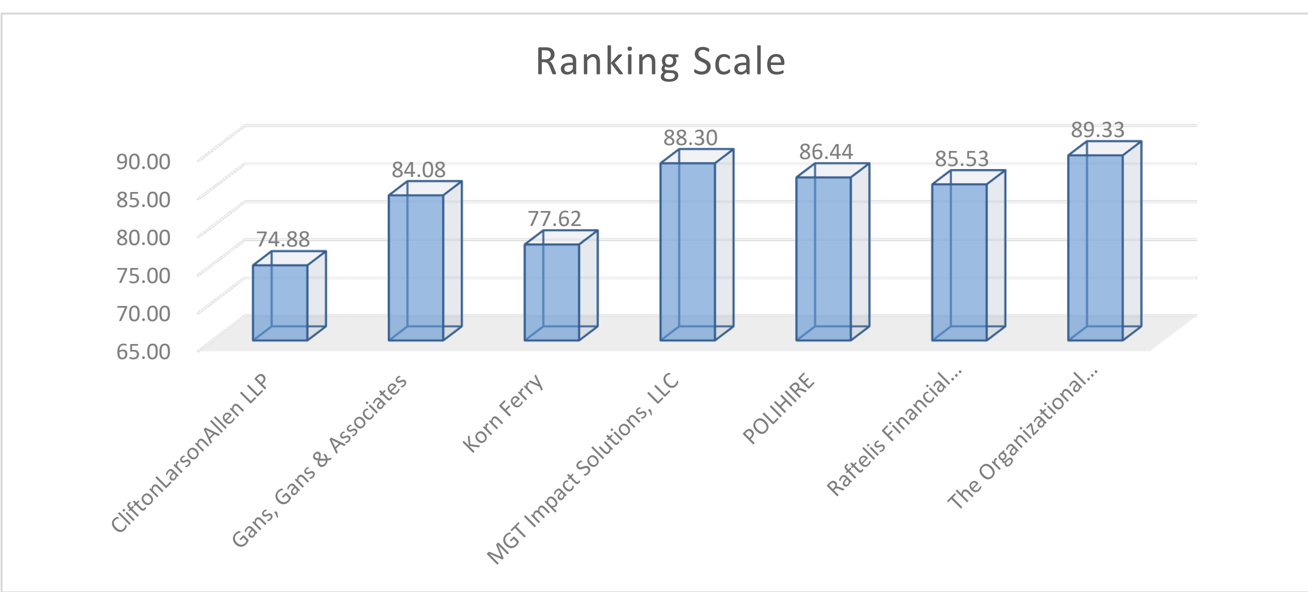
By the proposal deadline of **July 1, 2026, at 2:00 PM EST**, ARHA received seven (7) responsive proposals. An evaluation committee independently reviewed and scored the proposals using the criteria established in the RF. An evaluation committee independently reviewed and evaluated each proposal using the evaluation criteria established in the RFP, consisting of:

Evaluation Criteria	Maximum Points
The PROPOSED COSTS	20
The proposer's UNDERSTANDING of the AGENCY'S REQUIREMENTS	20
The proposer's TECHNICAL CAPABILITIES & MANAGEMENT PLAN	20
The proposer's RELEVANT EXPERIENCE and DEMONSTRATED SUCCESSFUL PAST PERFORMANCE	30
The OVERALL QUALITY and PROFESSIONAL APPEARANCE OF THE PROPOSAL SUBMITTED.	10

Following the evaluation, the committee completed individual scoring, consolidated the results, and established the final rankings. **The Organizational Leadership Edge** (**TOLE**) received the highest overall technical score and was determined to provide the best overall value to ARHA based on the published evaluation criteria to perform the required services.



Based on the combined evaluation scores, the firms were ranked as follows:



All proposers received an average score exceeding the minimum evaluation threshold of 70 points required for consideration of award under Section 4.2.6.1 of the RFP.

RECOMMENDATION:

Based on the committee evaluation results and cost price analysis, staff recommends award of the contract for Executive Search & Recruitment Services for Senior Leadership Positions (RFP No. P-061226) to the highest ranked firm, **The Organizational Leadership Edge (TOLE).**

TOLE received the highest overall evaluation score during the competitive procurement process and demonstrated the strongest combination of technical qualifications, relevant public housing executive recruitment experience, understanding of ARHA's requirements, and overall proposal quality. Award to TOLE is considered to be in the best interest of ARHA and represents the best overall value based on the published evaluation criteria.

FISCAL IMPACT:

The maximum contract value will be determined based on ARHA's operational requirements. If awarded, the estimated value for the base year is **$29,000.00**. ARHA may renew the contract for up to four (4) additional one-year option periods under the original contract. Exercise of any option year is contingent upon the availability of funding and is at the sole discretion of ARHA.

Alexandria Redevelopment and Housing Authority

THE ARHA BOARD OF COMMISSIONERS
VOTE TO APPROVAL TO AWARD THE CONTRACT FOR EXECUTIVE SEARCH & RECRUITMENT SERVICES FOR SENIOR LEADERSHIP POSITIONS RFP NO. P-061226
RESOLUTION NO. 810 - 2026

WHEREAS: The anticipated cost is expected to exceed $200,000 over the life of the contract, ARHA's Procurement Policy (March 2024), Section 1.31, Delegation of Contracting Authority, Subsection 1.31.2.2, requires approval by the Board of Commissioners to enter into an agreement for purchases over $200,000.00; and

WHEREAS: ARHA is seeking qualified professional firms to provide Executive Search & Recruitment Services for Senior Leadership positions; and

WHEREAS, if approved, ARHA will execute a contract with the recommended firms to carry provide Executive Search & Recruitment Services for Senior Leadership positions.

NOW, THEREFORE, BE IT RESOLVED: by the Board of Commissioners of the Alexandria Redevelopment and Housing Authority ("ARHA"), pursuant to the laws of the Commonwealth of Virginia and in accordance with the federal procurement standards set forth in 2 CFR Part 200, that the Board hereby authorizes the Interim Chief Executive Officer to enter into a Requirement Type Contract with the following Firms.

- **The Organizational Leadership Edge (TOLE)**

Adopted this 27th day of July 2026.

ATTEST: ALEXANDRIA REDEVELOPMENT AND HOUSING AUTHORITY

________________________________ ________________

Mark Jinks, Chair Date

________________________________ ________________

Roy O. Priest, Interim Chief Executive Officer Date