



**RESOLUTION 19-03  
APPROVAL OF THE EXECUTION OF AN INTERGOVERNMENTAL COOPERATION  
AGREEMENT BY AND BETWEEN  
THE AURORA HOUSING AUTHORITY  
AND THE HOUSING AUTHORITY OF JOLIET**

WHEREAS, Illinois Housing Authorities may enter into Intergovernmental Cooperation Agreements as provided by the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1, et. seq), the Illinois Housing Authorities Act (310 ILCS 10/8.5), the Code of Federal Regulations (24 CFR 85.36(b)(5)) and the HUD Procurement Handbook 7460.8; and

WHEREAS, this Intergovernmental Cooperation Agreement is made for reasons of economy and efficiency as each Housing Authority has specific property management and development expertise and experience that may be utilized by the other Housing Authority;

WHEREAS, the Aurora Housing Authority and Housing Authority of Joliet Authority deem it advantageous to both parties to enter into the attached Intergovernmental Cooperation Agreement whereby the positions of both parties are determined and established.

NOW THEREFORE, BE IT RESOLVED that Aurora Housing Authority Board of Commissioners approve, that the Aurora Housing Authority of enter into the Intergovernmental Cooperation Agreement between the Aurora Housing Authority and Housing Authority of Joliet a copy of which is attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effect from and after its passage.

**PASSED AND APPROVED THIS 27<sup>th</sup> DAY OF MARCH, 2019**

AYES 6

NAYS 0

[Signature]  
(Chairperson)  
[Signature]  
[Signature]  
[Signature]  
[Signature]  
[Signature]

**EXHIBIT A**

**INTERGOVERNMENTAL COOPERATION AGREEMENT  
BETWEEN HOUSING AUTHORITY OF JOLIET  
AND AURORA HOUSING AUTHORITY**

This Intergovernmental Cooperation Agreement, dated \_\_\_\_\_, 2019, is between the Housing Authority of Joliet, 6 South Broadway, Joliet, IL 60436 and the Aurora Housing Authority, 1449 Jericho Circle, Aurora, IL 60506 (the "Parties").

**WHEREAS**, Illinois Housing Authorities may enter into Intergovernmental Cooperation Agreements as provided by the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1, et. seq), the Illinois Housing Authorities Act (310 ILCS 10/8.5), the Code of Federal Regulations (24 CFR 85.36(b)(5)) and the HUD Procurement Handbook 7460.8; and

**WHEREAS**, this Intergovernmental Cooperation Agreement is made for reasons of economy and efficiency as each Housing Authority has specific property management and development expertise and experience that may be utilized by the other Housing Authority.

**NOW, THEREFORE**, the Housing Authority of Joliet and the Aurora Housing Authority hereby agree to the following:

**SECTION 1.** Either party may provide services with which it has expertise and experience to the other party on a task order basis. Such services may include, but are not limited to:

**Agency Wide Services**

- Conventional Public Housing and Housing Choice Voucher Financial Services
- Assist with CFP and CFFP activities and program administration
- Assist with drafting of Relocation Plan(s)
- HCV Program Subsidy Layering Review
- Public Housing and HCV Program Inspections
- Program Administrative Hearings
- Facilitation of Section 3 implementation
- Legal Services
- Assist with NOFA responses/grant applications

**Development Activities**

- Rental Assistance Demonstration – technical assistance
- Drafting of RAD application(s)
- LIHTC application drafting, preliminary feasibility review
- Review or drafting and submission of soft funding applications (i.e. HOME, CDBG, AHP)
- Financial analysis/modeling
- Construction administration
- Assist with securing and review/analysis of 3<sup>rd</sup> Party reports
- CFP and mixed-finance modeling / application
- Equity and permanent financing analysis/recommendations
- Legal Services
- Related redevelopment services

**SECTION 2.** This Agreement will be administered by the parties' respective Executives (i.e. Housing Authority of Joliet's Chief Executive Officer and Aurora Housing Authority's Chief Executive Officer). Through their respective Executives, the parties will utilize the following process for issuing a task order:

1. Either party may issue a request for draft task order. The request will specify the services required and the proposed timetable for completion (if applicable).
2. Upon a request for a draft task order, the party to provide services may submit a draft task order which will detail the services to be provided, the work plan, proposed schedule for completion of the services, fees and payment schedule.
3. The requesting party will review the draft task order and may approve it, negotiate modifications to it or reject it with a request for resubmittal.
4. If the party requesting services accepts the proposed task order, it will issue a written notice to proceed to the party to provide services. Services will begin within fourteen (14) calendar days of the written notice to proceed or else otherwise specified in the task order work plan.

**SECTION 3.** Services will be provided by either party per the following terms:

- The actual hourly rate of the person(s) provided the service(s) multiplied by a factor of two (2). The multiplier will cover such costs as benefits, overhead, indirect costs, profit, etc.
- Travel expenses.
- Other direct expenses.
- Each party will name the other as an additional insured on its respective general property and liability insurance policy, providing an ACCORD certificate indicating the same.

**SECTION 4.** The initial term of this Agreement shall be three (3) years; however, the Agreement will automatically renew for an additional year on each anniversary date of the Agreement until terminated in writing by either party. Either party may terminate this Agreement at any time by giving thirty (30) days written notice.

**SECTION 5.** Invoices will be issued monthly for services provided. Payment will be due within thirty (30) days of the date of invoice.

The Parties to this Agreement have executed same as of the date set forth above.

**HOUSING AUTHORITY  
OF JOLIET**

**AURORA HOUSING AUTHORITY**

By: *[Signature]*  
Title: CEO

By: *[Signature]*  
Title: Executive Director