

RESOLUTION MEMORANDUM

February 18, 2026

TO: Board of Commissioners
Richmond Redevelopment and Housing Authority (RRHA)

FROM: Steven A. Nesmith
Chief Executive Officer/Secretary

SUBJECT: RESOLUTION 2026-10 - APPROVAL TO MODIFY CONTRACT NO. RFP-2025-04 WITH JENI RIOS CONSULTING, WHO IS CURRENTLY PROVIDING PROGRAM SERVICES FOR RRHA'S HOUSING CHOICE VOUCHER PROGRAM DEPARTMENT

Executive Summary

The purpose of this resolution is to authorize the Chief Executive Officer to execute a contract modification adding an additional \$162,000.00 to Jeni Rios Consulting to continue providing program services to the Housing Choice Voucher Program (HCVP) Department.

Background

In August 2025, the Richmond Redevelopment and Housing Authority (RRHA) executed a contract with Jeni Rios Consulting to provide professional services for our HCVP in the amount of \$100,00.00 for a one year period and four optional yearly renewals. A change order, in the amount of \$90,000.00 was approved by the Board in November 2025, bringing the current contract to \$190,000.00. The HCVP Department now requests an additional \$162,000.00 to be added to this contract. The funding for this change order will come from cost savings related to open positions.

Policy Considerations

The recommended action is in compliance with applicable HUD procurement regulations, the Virginia Public Procurement Act, and RRHA Policy.

Recommendation

Staff recommends adopting this resolution authorizing Steven Nesmith, Chief Executive Officer, or his designee, to modify the contract with Jeni Rios Consulting to add an additional amount not exceeding \$162,000.00. Section XIII B of the RRHA Procurement Policy requires Board approval of funding when it exceeds the small purchasing threshold of \$80,000.00 for professional services and \$200,000.00 for all other contracts.

RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

PROPOSED RESOLUTION

Meeting Date: February 18, 2026

Resolution No. 2026-10

TITLE: RESOLUTION APPROVING THE CONTRACT BETWEEN THE RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY AND JENI RIOS CONSULTING TO CONTINUE TO PROVIDE PROGRAM SERVICES TO THE HCVP DEPARTMENT AND AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO MODIFY THE CONTRACT ON BEHALF OF RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY

RESOLUTION:

WHEREAS, the Richmond Redevelopment and Housing Authority (“RRHA”) seeks to modify the contract with Jeni Rios Consulting to provide program services to its HCVP Department;

WHEREAS, RRHA increase the current contract by adding an additional \$162,000.00, thereby bringing the new not to exceed total to \$352,000.00;

WHEREAS, it is necessary for the Board of Commissioners of RRHA to take appropriate official action to approve the modification and authorize the Chief Executive Officer, or his designee, to execute the modification on behalf of RRHA;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of RRHA that Steven Nesmith, in his capacity as Chief Executive Officer, is authorized to approve the modification of the contract to Jeni Rios Consulting. This contract will be for a not to exceed total of \$352,000.00

Approved by: Steven B. Nesmith
Chief Executive Officer

Date: February 13, 2026

COMMISSIONERS' ACTION

RESOLUTION #: 2026-10

Approved _____
Date

Disapproved _____
Date

Tabled _____
Date

Withdrawn _____
Date

SIGNED:

Eddie L. Jackson, Jr., Chair
RRHA Board of Commissioners

Votes Recorded				
Commissioner	Aye	Nay	Abstain	Absent
Eddie L. Jackson, Jr.				
Charlene Pitchford				
Dyanne Broidy				
Kyle R. Elliott				
Barrett Hardiman				
W.R. "Bill" Johnson, Jr.				
Gregory Lewis				
Marika McCray				
Harold Parker, Jr.				