

Request for Action
By
Board of Commissioners

Approval of Engagement of Venture Window, LLC. for Window Supplier on Historic Homes

A. SUMMARY

This Request for Action (“RFA”) is for approval to engage Venture Window, LLC. as a vendor to provide vinyl and aluminum clad replacement windows for historic homes enrolled in the Rhode Island Housing and Mortgage Finance Corporation (“RIHousing”) LeadSafe Homes Program (“LSHP”).

B. DISCUSSION

The LSHP provides financial assistance to eligible homeowners to remediate lead paint hazards using funding from a 2019 HUD High Impact Neighborhood Grant and the State’s Lead Remediation program. As part of the financing process, the LSHP develops a scope of work for the remediation, which often requires windows to be replaced. When a property applying to the program is designated as “historic” by the Rhode Island Historical Preservation & Heritage Commission (RIHPHC) or the local historic commission, certain window designs and materials are required to be used for replacement windows in order to preserve the historical integrity of the property. These replacement windows can be significantly more costly than the average vinyl replacement window and requiring contractors to purchase such replacement windows prior to construction start has become a prohibitive financial burden.

Accordingly, in November 2024, RIHousing issued a Request for Proposals (RFP) for a window vendor to bid directly on LSHP projects deemed “historic.” The RFP was posted on the RIHousing website and distributed to a targeted distribution list.

RIHousing received one proposal from Venture Window, LLC. RIHousing staff has reviewed the proposal and determined it appropriate for the work required in the Scope of Work. Staff believes Venture Window, LLC. has the experience and expertise to undertake the assignment and that this exclusive arrangement will provide various benefits to RIHousing, including better pricing, guaranteed accuracy of measurements done directly by the vendor, delivery of the product directly to the job site, and decreased financial burden to the contractor.

In its RFP response, Window Venture, LLC. submitted proposed pricing which is in line with pricing previously obtained on a case by-case basis from various local vendors on past projects. When LSHP

staff determines that the scope of work for a “historic” property requires replacement windows, staff will ask Window Venture, LLC. to take measurements and provide a quote for the project that aligns with the proposed pricing. The project cost will be included in the grant or loan amount awarded to the homeowner.

The actual total cost of this engagement will be determined based on the number of “historic” projects undertaken, the number of windows in each project, and the type of replacement windows.

C. RECOMMENDATION

The attached resolution authorizing RIHousing to engage Venture Window, LLC. is recommended for approval.

D. ATTACHMENTS

A. Resolution

Attachment A

Resolution of the Board of Commissioners of RIHousing and Mortgage Finance Corporation

- Whereas:** Rhode Island Housing and Mortgage Finance Corporation’s (“RIHousing”) enabling act provides it with all the power and authority to make and execute contracts necessary to exercise the powers and functions provided to it under the act (R.I. Gen. Laws §42-55-5(6));
- Whereas:** Staff of RIHousing has identified a need for a historic window vendor for the LeadSafe Homes Program;
- Whereas:** In November 2024, RIHousing issued a Request for Proposals (“RFP”) for vendors to assist the LeadSafe Homes Program with measuring, ordering and supplying historically appropriate window replacements during lead remediation projects;
- Whereas:** Venture Window, LLC. was the sole respondent to the RFP; and
- Whereas:** A selection committee comprised of RIHousing staff reviewed the proposal for this service, evaluated the proposal pursuant to the criteria set forth in the Request for Proposals, and determined that the bid submitted was fair.

NOW, THEREFORE, IT IS HEREBY:

- Resolved:** that RIHousing be, and hereby is, authorized to enter into a contract with Venture Window, LLC. to serve as the exclusive supplier of historic windows for the LeadSafe Homes Program as outlined in the Request for Proposals and the proposal submitted in response thereto (the “Proposal”).
- Resolved:** that such engagement shall be for a one-year term, renewable at the option of RIHousing staff for an additional one-year term, for a cost based on pricing as submitted in the Proposal.
- Resolved:** that the Executive Director, Chief Administrative Officer, and Chief Strategy and Innovation Officer, each acting singly, be and hereby are authorized and empowered to take any and all actions necessary or desirable to carry out the foregoing resolutions, including without limitation the authority to negotiate the terms and fees of the engagement as he or she may determine are in the best interests of RIHousing, and

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to execute any and all agreements or documents as he or she deems necessary to carry out the foregoing and to take such further actions as he or she deems necessary to carry out the foregoing resolutions.