



Cincinnati Metropolitan Housing Authority
Crosley Commons II Auditorium
1635 Western Avenue
Cincinnati, Ohio 45214

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Tuesday, August 26, 2014

6:00 P.M.

I. AGENDA SCHEDULE

1. Call Meeting to Order
 2. Roll Call
 3. Approval of Minutes
 4. J-RAB
 5. Public Comment
 6. Presentations – Service Providers – (6)
 7. Discussion of Secretary Recommendations
 - 7A. Financial Report
 - 7B. Request Approval to Solicit Bids
 - 7C. Resolutions – Approve Contract Renewals
 - 7D. Resolutions - Award Construction Contracts
 - 7E. Adopt a Resolution – General
 8. Adjourn
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II. ROLL CALL

III. APPROVAL OF MINUTES

--Regular Board Meeting – June 24, 2014

(Enclosure #1) (Karen BOUQUET) (Roll Call)

IV. J-RAB

(Enclosure #2) (Delorise Calhoun)

V. PUBLIC COMMENT

VI. Presentations – CMHA Linkages

1) Hamilton County Public Health – HIV/STD - Tonya Keys

Resolution #4654 - Resolution Authorizing Approval for the Hamilton County Public Health – HIV/STD to Gain Access to CMHA’s Community Spaces for the Purpose of Providing Training and Informational Sessions Attempting to Reduce Barriers that CMHA Residents Encounter in Achieving Self-Sufficiency (Roll Call)

2) CERT (Community Emergency Response Team) - Brother Shabazz

Resolution #4655 - Resolution Authorizing Approval for the CERT (Community Emergency Response Team) to Gain Access to CMHA’s Community Spaces for the Purpose of Providing Training and Informational Sessions Attempting to Reduce Barriers that CMHA Residents Encounter in Achieving Self-Sufficiency (Roll Call)

3) Cincinnati Works - Vickie Mertz

Resolution #4656 - Resolution Authorizing Approval for the Cincinnati Works to Gain Access to CMHA’s Community Spaces for the Purpose of Providing Training and Informational Sessions Attempting to Reduce Barriers that CMHA Residents Encounter in Achieving Self-Sufficiency (Roll Call)

4) Alzheimer Association Greater Cincinnati - Jill Gorley

Resolution #4657 - Resolution Authorizing Approval for the Alzheimer Association of Greater Cincinnati to Gain Access to CMHA’s Community Spaces for the Purpose of Providing Training and Informational Sessions Attempting to Reduce Barriers that CMHA Residents Encounter in Achieving Self-Sufficiency (Roll Call)

5) Cincinnati Health Department - Stephanie Harris

Resolution #4658 - Resolution Authorizing Approval for the Cincinnati Health Department to Gain Access to CMHA’s Community Spaces for the Purpose of Providing Training and Informational Sessions Attempting to Reduce Barriers that CMHA Residents Encounter in Achieving Self-Sufficiency (Roll Call)

6) Living Hope Transitional Housing - Cindy Smith (Information Only)

(Enclosure #3)

(Mary Kosik)

VII. DISCUSSION OF SECRETARY RECOMMENDATIONS

The following recommendations are offered for the Board of Commissioners approval:

7A.1. Approval of the Financial Report

1. Resolution #4659 – Approval of the Financial Report

(Enclosure #4)

(Reema Ruberg)

(Roll Call)

7B. Request Approval to Solicit Bids for the following items:

Resolution #4660 - Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. **2014-1010 – Asset Management – Rooftop Leases to Providers of Cell Phone Services** - Procurement of a provider(s) for cell phone services to lease rooftop spaces in various square footage amounts on CMHA owned High Rise Buildings.
2. **2014-3005 - Modernization – City West White Box Build Out** - City West white box build out of remaining bays in any combination of possible lease agreements which may include minor changes for additional tenant improvements.
3. **2014-3006 - Modernization – Comprehensive Renovation of 2140 Quebec Road** - Major renovation of a single family dwelling unit with extensive water damage. Work will include new drywall ceilings and walls, painting, finish flooring, new electrical, heating and plumbing, interior trim and cabinets to meet CMHA's Gold Performance Standards.
4. **2014-3007 – Modernization – Comprehensive Renovation of 3839 Maywood** - Major renovation of a single family dwelling unit with fire damage. Work will include new drywall ceilings and walls, painting, finish flooring, new electrical, heating and plumbing, interior trim and cabinets to meet CMHA's Gold Performance Standards.
5. **2014-3008 – Modernization – Comprehensive Modernization of 1949 Knob Court** - Major Renovation of a single family dwelling unit with fire damage. Work will include new drywall ceilings and walls, painting, finish flooring, new electrical, heating and plumbing, interior trim and cabinets to meet CMHA's Gold Performance Standards.
6. **2014-6002 – IT - Work Order Software** - Procurement of a wireless mobile device application to accept all details of assigned, open work orders provided by the Emphasys/Elite work order API for development, testing, and implementation.
7. **2014-6003 – IT –Back Up Server Hardware** - Procurement of services to back up CMHA servers
8. **2014-6004 – IT – Handhelds** - Procurement of handheld devices to be used in conjunction with the type of work order software procured from 2014-6002.
9. **2014-7006 – Asset Management – Laundry Vending Services** - Procurement of a vendor(s) to furnish, install, and maintain laundry equipment (washers and dryers) in established laundry facilities at various CMHA locations.
10. **2014-7007 – All –Agency Wide - Vending Machine Services** - Procurement of vending services to furnish, install and maintain vending machines including snacks and beverages for buildings on CMHA's campus.
11. **2014-7008 – All – Agency Wide – Real Estate Title Services** - Procurement of General Real Estate title services including providing title policies, performing title exams, and general closing agent duties
12. **2014-7009 – All – Agency Wide – Real Estate Broker Pool** - Procurement of real estate brokers to provide full real estate services such as neighborhood demographic reports and property searches MLS, MLS recent sales and MLS comparable sales

13. **2014-7010 – All – Agency Wide – Commercial Real Estate Broker Services for 16 W. Central Parkway** - Procurement of a commercial real estate broker to advertise/list property at 16 West Central Parkway for sale or lease.

14. **2014-7011 – All – Agency Wide – New Development Relocation Services** - Procurement of relocation services to assist the CMHA relocation specialist in finding comparable unit with similar amenities, making appointments and showing units to displaced tenants and performing rent analysis to determining fair market rent calculations of comparable units.

(Enclosure #5)

(Bill Walters)

(Roll Call)

7C. **Contract Renewals: There are no contract renewals this month.**

7D. **Adopt a Resolution to Award the following Construction Contracts:**

1. **Resolution #4661 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter into a Contract with G.L. Staley for Solicitation #2013-3042-1: City West White Box Retail Dance Studio at 1516-1524 Linn Street for the Amount of \$218,000**

(Enclosure #6)

(Reema Ruberg)

(Roll Call)

7E. **Adopt A Resolution – General**

1. **Resolution #4662 – Resolution Approving Certification of the Section 8 Management Assessment Program Section Eight Management Assessment Program (SEMAP)**

(Enclosure #7)

(Lisa McCarty)

(Roll Call)

2. **Resolution #4663 - Resolution Authorizing the Chief Executive Officer to Enter into Option Agreements for North Fairmount Properties for Choice Neighborhoods Plan Implementation Phase I**

(Enclosure #8)

(Reema Ruberg)

(Roll Call)

3. **Resolution #4664 - Resolution Adopting a Policy for the Collection of Outstanding Debt Arising from the CMHA Affordable Housing Programs, (Low Income Public Housing/Asset Management; Voucher Management; Affordable Housing**

(Enclosure #9)

(Reema Ruberg)

(Roll Call)

4. **Resolution #4665 - Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into Cooperative Purchasing Agreements with Vendors and Contractors in Compliance with 24 CFR 85.36 as a Means to Implement Bulk Purchasing and to Provide Efficiencies and Cost Savings to the Authority**

(Enclosure #10)

(Bill Walters)

(Roll Call)

5. **Resolution #4666** - Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter into a Contract with Dell Marketing through Ohio's Cooperative Purchasing Act for Contract 2014-8009: Computer Equipment and Accessories In A Not-To-Exceed Amount of \$122,560.10
- (Enclosure #11) (Jason Best/Bill Walters) (Roll Call)
6. **Resolution #4667** - Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into Contracts with Elite Automotive and Fleet Care for Solicitation 2014-1028: Automotive Maintenance Services and Repair for CMHA's Vehicle Fleet in a Not-To-Exceed Amount of \$100,000 each per Five Year Contract Agreement
- (Enclosure #12) (Bill Walters) (Roll Call)
7. **Resolution #4668** - Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter into a Contract with ThyssenKrupp Elevator Corporation for Solicitation 2014-1032: Elevator Services in a Not-To-Exceed Amount of \$300,000
- (Enclosure #13) (Bill Walters) (Roll Call)
8. **Resolution #4669** - Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter into a Contract with G4S Secure Solutions (USA), Inc. for Solicitation 2014-1007: Unarmed Uniformed Security Guard Services in a Not-To-Exceed Amount of \$600,000
- (Enclosure #14) (Clifton Pendergrass) (Roll Call)

VIII. **Adjourn**

Cincinnati Metropolitan Housing Authority

Board of Commissioners

Mr. William Myles, Chair
Ms. Marisa Spears, Vice-Chair
Mr. Bernard Fiedeldey
Ms. Laverne Mitchell
Mr. Thomas Weidman
Mr. Edward R. O'Donnell
Mr. Kevin M. Moore