



Cincinnati Metropolitan Housing Authority
CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Tuesday, December 19, 2017

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**
 - 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

- 1. Regular Board Meeting – November 28, 2017**

(Enclosure #1)

(Roll Call)

IV. J-RAB ROSS GRANT UPDATE

No J-RAB report received this month

V. PUBLIC COMMENT

No requests to speak

VI. PRESENTATIONS

Healthcare Broker Sherrill-Morgan

(Lisa Thomas)

VII. DISCUSSION OF SECRETARY RECOMMENDATIONS

The Following Recommendations Are Offered For The Board Of Commissioners Approval:

7A. Approval of the Financial Report

1. **Resolution #5053** – Resolution Approving the Bad Debt Write-Offs for November 2017

(Enclosure #2) (Reema Ruberg) (Roll Call)

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

No solicitations this month

7C. Contract Renewals:

1. **Resolution #5054** – Resolution Authorizing the Chief Executive Officer to Sign the First One Year Contract Extension Option with G.J. Berding Surveying, Inc.; Glaus, Pyle, Schomer, Burns & Dehaven Inc. d/b/a GPD Group; Infrastructure & Development Engineering, Inc.; The Mannik & Smith Group, Inc.; Power Engineers, Inc.; SFA Architects, Inc. and Value-Tech, Inc. d/b/a VT Design Solutions for Solicitation 2016-4102; General Engineering Services in a Not-to-Exceed Amount of \$200,000 Per Maximum 5-Year Contract from Capital Grant Funds

(Enclosure #3) (Janell Duncan/Joe Norton) (Roll Call)

2. **Resolution #5055** – Resolution Authorizing the Chief Executive Officer to Sign the Second One Year Contract Extension Option with Adams, Stepner, Wolterman & Dusing, PLLC; Bricker & Eckler; Faulkner & Tepe, LLP; Finney Law Firm, LLC; Freund, Freeze & Arnold; Heis & Wenstrup Co., LPA; Manley Burke and Marshall Dennehey Warner Coleman & Goggin PC for Solicitation 2016-7001; General Legal Services in an Amount Not-to-Exceed \$200,000 Per Year Funded by Asset Management, HCV, Affordable Housing, Development and COCC

(Enclosure #4) (Janell Duncan/Joy Gazaway) (Roll Call)

3. **Resolution #5056** – Resolution Authorizing the Chief Executive Officer to Sign the Second One Year Contract Extension Option with Fleet Care Inc. and Elite Automotive LLC for Solicitation 2016-7102; Automotive Maintenance and Repair Services in an Amount No-to-Exceed \$150,000 Per Year Funded by Asset Management, HCV, Affordable Housing, Development and COCC

(Enclosure #5) (Janell Duncan) (Roll Call)

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

No new Construction Contracts this month

7E. Adopt a Resolution – General

1. **Resolution #5057 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into Contracts for Solicitation 2018-1002; Grounds Maintenance and General Facilities Maintenance Services with Reginald Gray d/b/a Above All Landscaping & Beautification, Allison Landscaping, Inc., Steven Scales d/b/a B&H Elite Complete Lawn & Garden Care, Leroy Goodwin II d/b/a Goodwin Lawn Care Services, Jolly Enterprises, Incorporated, King’s Lawncare & Snow Removal, LLC, Myers Landscaping LLC, Pro-Lawn & Landscape LLC, Mark Rave d/b/a Rave Landscaping, Benny Muncy d/b/a Spectra Scapes, TruGreen Limited Partnership, Zbest Landscape and Property Maintenance LLC; in a Not-to-Exceed Amount of \$500,000 Per Maximum 5-Year Contract Funded by Asset Management, Affordable Housing and COCC**

(Enclosure #6) (Janell Duncan/Cecil McNeary) (Roll Call)

2. **Resolution #5058 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2018-7001; Custodial Services with M.T. Franchising, Inc. d/b/a Jan-Pro of Greater Cincinnati/Dayton in a Not-to-Exceed Amount of \$130,000 Annually for a Maximum 5-Year Contract Paid For by Management Services Funds**

(Enclosure #7) (Janell Duncan) (Roll Call)

3. **Resolution #5059 – Resolution Adopting Revisions to the Procurement Policy of the Cincinnati Metropolitan Housing Authority**

(Enclosure #8) (Janell Duncan) (Roll Call)

4. **Resolution #5060 – Resolution Delegating the Authority to the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to submit a Deminimis Demolition and Disposition Application to the U.S. Department of Housing and Urban Development Special Applications Center and To Do Any and All Necessary Paperwork for the Demolition and Disposition of 211 E. Broadway**

(Enclosure #9) (Joe Norton) (Roll Call)

5. **Resolution #5061 – Resolution Delegating the Authority to the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Submit Application to the U.S. Department of Housing and Urban Development and to Complete Any and All Necessary Paperwork for 17 Tenant Protection Vouchers for Washington Terrace**

(Enclosure #10) (Joe Norton/Lisa Isham) (Roll Call)

VIII. ADJOURN

Cincinnati Metropolitan Housing Authority

Board of Commissioners

Mr. William Myles, Chair

Mr. Edward R. O'Donnell, Vice Chair

Mr. Thomas J. Weidman

Ms. Kevin M. Moore

Mr. Bernard A. Fiedeldey

Ms. Mayme L. Mitchell

Ms. Marisa Spears