



Cincinnati Metropolitan Housing Authority  
Webcam and Teleconferencing  
Cincinnati, Ohio 45214

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Tuesday, June 29, 2021

---

**6:00 P.M.**

**I. AGENDA SCHEDULE**

1. Call Meeting to Order
  2. Roll Call
  3. Approval of Minutes
  4. Presentations
  5. Public Comment
  6. Discussion of Secretary Recommendations
    - 6A. Financial Report
    - 6B. Request Approval to Solicit Bids
    - 6C. Resolutions – Approve Contract Renewals
    - 6D. Resolutions - Award Construction Contracts
    - 6E. Adopt a Resolution – General
  7. Executive Session
    - Personnel
  8. Adjourn
- 

**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

1. Regular Board Meeting – May 25, 2021

(Enclosure #1)

(Roll Call)

**IV. PRESENTATIONS**

- We do not have any presentations this month

**V. PUBLIC COMMENT**

- We have no requests to speak this month

## **VI. DISCUSSION OF SECRETARY RECOMMENDATIONS**

**The Following Recommendations Are Offered for The Board of Commissioners Approval:**

### **6A. Approval of the Financial Report**

- 1. Resolution #5545 – Resolution Approving the Bad Debt Write-Offs for May 2021**

**(Enclosure #2) (Reema Ruberg/Marquita Flowers) (Roll Call)**

- 2. Resolution #5546 – Resolution to Approve Fiscal Year 2021 May 2021 Financial Statements for the Cincinnati Metropolitan Housing Authority**

**(Enclosure #3) (Reema Ruberg) (Roll Call)**

### **6B. Request Approval to Solicit Bids for the following items:**

- 1. Resolution #5547 – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors**

- 1. SOL 2021-1001 – Grounds Litter Pick-up**
- 2. SOL 2021-1005 – Plumbing Maintenance and Repair Services**
- 3. SOL 2021-1006 – HVAC Maintenance and Repair Services**
- 4. SOL 2021-1007 – Elevator Maintenance and Repair Services**
- 5. SOL 2021-1008 – Pest Control Services**
- 6. SOL 2021-1009 – Family Communities and Scattered Sites HVAC Maintenance Services (CARES Act)**
- 7. SOL 2021-1010 – Uniformed Security Guard Services**

**(Enclosure #4) (Marquita Flowers/Janell Duncan)**

- 8. SOL 2021-3007 – Environmental Consulting Services**

**(Enclosure #4) (Joe Norton/Janell Duncan)**

- 9. SOL 2021-4007 – Development Partners**

- 10. SOL 2021-4008 – Consultant for Analysis for Year 15 Exit from LIHTC Partnership**

**(Enclosure #4) (Gary Boeres/Janell Duncan)**

- 11. SOL 2021-6006 – Website Redesign**

- 12. SOL 2021-6007 – Website Hosting Services**

**(Enclosure #4) (Mark Pfefferman/Janell Duncan) (Roll Call)**

**6C. Contract Renewals:**

1. **Resolution #5548** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Fourth Contract Extension Option for Four Months for Contract 2017-3306; Environmental Testing Services with ATC Group Services, LLC and MacParan Consulting Services, Inc. in Not-to-Exceed Amounts of \$500,000 Per Firm for Maximum 5-Year Contracts, Paid for by Capital Grant Funds, Operational Funds and Management Services Funds, Not to Exceed the Board Approved Budget

(Enclosure #5) (Joe Norton/Janell Duncan) (Roll Call)

2. **Resolution #5549** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Third One-Year Contract Extension Option for Contract 2018-4004; Legal Services for Construction, Real Estate and Development with Reno & Cavanaugh, PLLC; Saxon Gilmore & Carraway, P.A.; Ballard Spahr, LLP; Graydon Head & Ritchey LLP; Hawkins Delafield & Wood, LLP and Nixon Peabody LLP in a Not-to-Exceed Amount of \$200,000 Annually for a Maximum 5-Year Contract, Paid for by Management Services Funds, Capital Funds and Development Funds, Not to Exceed the Board Approved Budget

(Enclosure #6) (Gary Boeres/Janell Duncan) (Roll Call)

3. **Resolution #5550** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2020-1016; Off-Duty Police Services with the City of Cincinnati Police Department in a Not-to-Exceed Amount of \$350,000 Annually for a Maximum 5-Year Contract, Paid for by Operational Funds, Administrative Fees and Management Services Funds, Not to Exceed the Board Approved Budget

(Enclosure #7) (Marquita Flowers/Janell Duncan) (Roll Call)

4. **Resolution #5551** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Memorandum of Understanding 2020-1018 with the Hamilton County Sheriff's Office in a Not-to-Exceed Amount of \$600,000 Annually for a Maximum 5-Year Contract, Paid for by Operational Funds, Administrative Fees and Management Services Funds, Not to Exceed the Board Approved Budget

(Enclosure #8) (Marquita Flowers/Janell Duncan) (Roll Call)

5. **Resolution #5552** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2020-4002; Bond Counsel with Ballard Spahr LLP, Coats Rose, P.C. and Taft Stettinius & Hollister LLP in a Not-to-Exceed Amount of \$500,000 Annually for a Maximum 3-Year Contract, Paid for by Development Funds, Not to Exceed the Board Approved Budget

(Enclosure #9) (Gary Boeres/Janell Duncan) (Roll Call)

6. **Resolution #5553** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Solicitation 2020-4003; Development Partners for Projects Located in Hamilton County, Ohio with Gorman & Company, LLC; Pennrose, LLC; Urban Sites Construction, LLC and Wallick-Hendy Development Company for a Maximum 5-Year Contract, Paid via Development Funds, Not to Exceed the Board Approved Budget

(Enclosure #10) (Gary Boeres/Janell Duncan) (Roll Call)

**6D. Adopt a Resolution to Award the following Construction Contracts:**

We do not have any new Construction Contracts this Month over \$100,000  
(Per resolution #5442 approved 08.25.2020, the CEO has Authorization to Sign Contracts in an Amount Not-to-Exceed \$100,000. In May there were 13 contracts at \$100,000 or below with total expense of \$283k)

**6E. Adopt a Resolution – General**

1. **Resolution #5554** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Purchase the Property Located at 1980 Sutter Avenue for a Firm Fixed Price of \$40,000 with COCC Funds

(Enclosure #11) (Thomas Drinan/Reema Ruberg) (Roll Call)

2. **Resolution #5555** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Execute Settlement Agreement with Jindal Builders and Restoration Corp. in the Amount of \$132,195.17 from Capital Funds

(Enclosure #12) (Thomas Drinan/Joe Norton) (Roll Call)

3. **Resolution #5556** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2021-3003; Construction Cost Estimating with PMA Consultants LLC and Browne E and C Services, Inc. d/b/a Browne Engineering and Construction in a Not-to-Exceed Amount of \$100,000 Annually Per Contractor for a Maximum 5-Year Contract, Funded by Grant and Development Funds, Not to Exceed the Board Approved Budget

(Enclosure #13) (Joe Norton/Janell Duncan) (Roll Call)

4. **Resolution #5557** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2021-3004; Special Inspections and Testing Services with ATC Group Services LLC and CSI Cincinnati, LLC in a Not-to-Exceed Amount of \$100,000 Annually Per Contractor for a Maximum 5-Year Contract, Funded by Grant and Development Funds, Not to Exceed the Board Approved Budget

(Enclosure #14) (Joe Norton/Janell Duncan) (Roll Call)

5. **Resolution #5558** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2021-4006; Development Consultants with Community Development Strategies, Inc.; Guiven LLC; National Council for Community Development, Inc.; Paolo Cisneros; and Wallick-Hendy Development Company, LLC in a Not-to-Exceed Amount of \$250,000 Annually Per Contractor for a Maximum 5-Year Contract, or the Board Approved Budget Funded by Development Funds

(Enclosure #15) (Gary Boeres/Janell Duncan) (Roll Call)

6. **Resolution #5559** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Execute Documents for the RAD Conversion of City West and to Pursue and Submit Financing for Redevelopment at City West, Which Includes Engaging Co-Developers, Lenders and Tax Credit Syndicators

(Enclosure #16) (Gary Boeres/Geri Hernandez/Reema Ruberg) (Roll Call)

7. **Resolution #5560** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to: (1) Execute a Term Sheet and Master Development Agreement with Pennrose, LLC with Regard to the Development City West; (2) Execute an Option to Ground Lease for the City West Site and (3) Execute a Letter of Intent for the Existing Cincinnati Metropolitan Housing Authority Debt on the City West Site

(Enclosure #17) (Gary Boeres/Geri Hernandez/Reema Ruberg) (Roll Call)

8. **Resolution #5561** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into an Additional Contract for Solicitation 2020-1020; Internet Infrastructure to Add Sites at Horizon Hills, Beacon Glen and Millvale with Cincinnati Bell Telephone Company, LLC, Funded by and Not-to-Exceed CARES ACT Funds

(Enclosure #18) (Janell Duncan) (Roll Call)

9. **Resolution #5562** – Resolution Adopting a Change in the Procurement Policy for the Cincinnati Metropolitan Housing Authority to Reflect Changes in the Section Numbering of 2 CFR PART 200 in the References and Changes in the Section 3 Regulations

(Enclosure #19) (Janell Duncan) (Roll Call)

10. **Resolution #5563** – Resolution Authorizing Adoption of Cincinnati Metropolitan Housing Authority Personnel Policies

(Enclosure #20) (Lisa Thomas) (Roll Call)

11. **Resolution #5564** – Resolution Conferring Authority to the Chief Executive Officer to Retroactively Negotiate and Execute a Memorandum of Understanding with the Urban League of Southwestern Ohio

(Enclosure #21) (Thomas Drinan) (Roll Call)

## VII. EXECUTIVE SESSION

- Personnel

## VIII. ADJOURN

# **Cincinnati Metropolitan Housing Authority**

## **Board of Commissioners**

**Mr. William Myles, Chair**

**Ms. Mayme L. Mitchell, Vice Chair**

**Mr. Thomas J. Weidman**

**Ms. Teri Spears**

**Mr. Reginald J. Harris**

**Mr. Edward R. O'Donnell**

**Mr. Kevin M. Moore**