



Cincinnati Metropolitan Housing Authority

Webcam and Teleconferencing
Cincinnati, Ohio 45214

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Tuesday, March 29, 2022

6:00 P.M.

I. AGENDA SCHEDULE

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

III. APPROVAL OF MINUTES

1. Regular Board Meeting – March 1, 2022
(Rescheduled from February 22, 2022)

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

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

4A. Approval of the Financial Report

1. Resolution #5661 – Resolution Approving the Bad Debt Write-Offs for February 2022

(Enclosure #2) (Reema Ruberg/Bianka Brown) (Roll Call)

2. Resolution #5662 **REVISED** – Resolution Approving the Fiscal Year 2022, February 2022 Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #3) (Reema Ruberg/Bianka Brown) (Roll Call)

4B. Request Approval to Solicit Bids for the following items:

1. Resolution #5663 – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

- 1. SOL 2022-1011 – Annual and Interim Recertification Processing Services**
- 2. SOL 2022-1012 – Remediation Services**
- 3. SOL 2022-1013 – Tool and Equipment Rental**
- 4. SOL 2022-1014 – Flooring Replacement and Repair Services**
- 5. SOL 2022-1015 – Maintenance, Repair and Operating Supplies**
- 6. SOL 2022-2003 – Answering Services for Housing Choice Vouchers**
- 7. SOL 2022-3019 – San Marco – Hot Water Boiler Replacement**

(Enclosure #4) (Janell Duncan) (Roll Call)

4C. Contract Renewals:

1. Resolution #5664 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Solicitation 2021-1004 for Junk Removal Services with AFIST of Contractors LLC; Trustus Transportation, LLC d/b/a Trustus Maintenance & Janitorial; Swept Away Property Clean Outs, LLC; Fanci Structure Construction, LLC; The Stonestreet Group LLC; Somebody Gotta Do It LLC; Rumpke of Ohio, Inc.; Diamond Professional Contractors, LLC; and DCJ Janitorial, LLC in a Not-to-Exceed Amount of \$200,000 Annually, Per Contractor, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Operational Funds

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

2. Resolution #5665 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Solicitation 2021-7004 for Printing and Mailing Services with Jos. Berning Printing Co.; Karnak Enterprises LLC; and Specialty Lithographing Company in a Not-to-Exceed Amount of \$400,000 Annually, Per Contractor, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Operational Funds, Administrative Fees, Management Services Funds and Development Funds

(Enclosure #6) (Janell Duncan) (Roll Call)

4D. Adopt a Resolution to Award the following Construction Contracts:

1. Resolution #5666 – Resolution Ratifying the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority Entering Into a Contract for “Emergency” Chiller Compressor Replacement at Redding Apartments for the Amount of \$118,791.10, Funded Through Capital Funds

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

2. **Resolution #5667** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2022-3011 with Blau Mechanical, Inc. for Riverview – Hydronic System Replacement for the Amount of \$179,000, Paid for by Capital Funds

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

4E. Adopt a Resolution – General

1. **Resolution #5668** – Resolution Authorizing Adoption of CMHA’s Personnel Policies

(Enclosure #9) (Lisa Thomas) (Roll Call)

2. **Resolution #5669** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2022-1006 for Inspection Services for Public Housing with Midwest Inspections Services, LLC in a Not-to-Exceed Amount of \$100,000 Annually, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Operational Funds

(Enclosure #10) (Janell Duncan) (Roll Call)

3. **Resolution #5670** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2022-3001 for Environmental Consulting Services with M.A.C. Paran Consulting Services, Inc.; Dominion Environmental Group, Inc. d/b/a Dominion Due Diligence Group; Bureau Veritas Technical Associates LLC; The Mannik & Smith Group, Inc.; ATC Group Services, LLC d/b/a Atlas Technical; and Terracon Consultants, Inc. in a Not-to-Exceed Amount of \$100,000 Annually, Per Firm, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Operational Funds, Management Services Funds, Capital Grants and Development Funds

(Enclosure #11) (Janell Duncan) (Roll Call)

4. **Resolution #5671** – Resolution Adopting a Change in the Procurement Policy for the Cincinnati Metropolitan Housing Authority to Reflect Changes in the Micro Purchase Aggregate and the Minimum Time Period for Submission of Bids

(Enclosure #12) (Janell Duncan) (Roll Call)

5. **Resolution #5672** **TABLED** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2022-7006 for Off-Duty Officer Scheduling/Payroll Administration with

in a Not-to-Exceed Amount of \$60,000 Annually, in Addition to the Amount Paid to the Off-Duty Officers, or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Operational Funds and Management Services Funds

(Enclosure #13) (Janell Duncan) (Roll Call)

During February 2022, fiscal year 2022, CMHA entered into no non-construction contracts with not-to-exceed maximum amounts below \$100,000. There were no construction contracts below \$100,000 in January.

V. EXECUTIVE SESSION

- **Personnel**
- **Real Estate**

VI. 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. Edward R. O'Donnell

Mr. Kevin M. Moore