



Cincinnati Metropolitan Housing Authority

Webcam and Teleconferencing
Cincinnati, Ohio 45214

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Tuesday, May 31, 2022

6:00 P.M.

I. AGENDA SCHEDULE

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

III. APPROVAL OF MINUTES

1. Regular Board Meeting – April 26, 2022

(Enclosure #1) (Roll Call)

IV. PRESENTATIONS

West End Choice Neighborhoods Transformation Plan Update

- Stacy Vincent – Community Development Strategies
- Liz Blume – Community Building Institute
- Gary Boeres – CMHA Director of Development

V. DISCUSSION OF SECRETARY RECOMMENDATIONS

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

5A. Approval of the Financial Report

1. Resolution #5687 – Resolution Approving the Bad Debt Write-Offs for April 2022

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

2. **Resolution #5688** – Resolution Approving the Fiscal Year 2022, April 2022 Financial Statements for the Cincinnati Metropolitan Housing Authority

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

3. **Resolution #5689** – Resolution Approving the Fiscal Year 2023 Annual Financial Budget for the Cincinnati Metropolitan Housing Authority

(Enclosure #4) (Reema Ruberg/Bianka Brown) (Roll Call)

5B. Request Approval to Solicit Bids for the following items:

1. **Resolution #5690** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. SOL 2022-1018 – Security Guard Services

(Enclosure #5) (Marquita Flowers/Janell Duncan)

2. SOL 2022-2004 – HCV Housing Search Assistance Plan

(Enclosure #5) (Lisa Isham/Janell Duncan)

3. SOL 2022-5002 – Labor Negotiation Services

(Enclosure #5) (Lisa Thomas/Janell Duncan) (Roll Call)

5C. Contract Renewals:

1. **Resolution #5691** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Fourth 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; and Hawkins Delafield & Wood, LLP in a Not-to-Exceed Amount of \$200,000 Annually, Per Contractor, for a Maximum 5-Year Contract, and Not-to-Exceed the Budgeted Amount, Paid for by Management Services Funds, Capital Funds and Development Funds

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

2. **Resolution #5692** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2021-1011; Preventative Maintenance Plan with Triton Services, Inc.; A FIST of Contractors, LLC; and William M. Kramer d/b/a Kramer and Associates Group in a Not-to-Exceed Amount of \$90,000 Annually, Per Contractor, for a Maximum 5-Year Contract, and Not-to-Exceed the Budgeted Amount, Paid for by Operational Funds

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

5D. Adopt a Resolution to Award the following Construction Contracts:

There are no new construction contracts over \$100,000 this month (Per Resolution #5587 approved 08.31.2021, the CEO has Authorization to Execute and Sign Contracts in an Amount Not-to-Exceed \$100,000). There were no new construction contracts in April below \$100,000.

5E. Adopt a Resolution – General

- 1. Resolution #5693 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter into Contracts for Solicitation 2022-1008; Vacancy Prep Unit Turnover (Make Ready) with All Phases Residential and Commercial Contracting, LLC; Addick Lifestyle LLC; BC Janitorial & Maintenance Limited; C&D Service Experts, LLC; Chase Construction & Development Group, LLC d/b/a Chase Construction & Inspection Group, LLC; Cogar Enterprise, LLC; Colossal Janitorial, LLC; Crow Contracting Homes and More LLC; D C J Janitorial LLC; Diamond Professional Contractors LLC; Bruce Gray d/b/a From the Ground Up Renovations; G J T Construction Inc.; Handyman Specialties, Inc.; Howard Edwards Contractors LLC; Terry Jarvis d/b/a J Companies; K&G's Construction LLC; Knotts Residential and Commercial Services, LLC; KENVY Renovations LLC; TNT Remodeling and Rehab Services LLC; Trustus Transportation, LLC d/b/a Trustus Maintenance & Janitorial; Uni V Solutions, LLC; Terrance Shipmon d/b/a Upgrade Renovation Restoration and Repair Company; and Your Family Maid LLC in a Not-to-Exceed Amount of \$200,000 Annually, Per Contractor, for a Maximum 3-Year Contract, or the Board Approved Budget, Funded by Operational Funds**

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

- 2. Resolution #5694 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter into Contracts for Solicitation 2022-1009; Electrical Maintenance and Repair Services with Seco Electric Co., Inc. and J.T.L. Electric, Inc. in a Not-to-Exceed Amount of \$100,000 Annually, Per Contractor, for a Maximum 5-Year Contract, or the Board Approved Budget, Funded by Operational Funds**

(Enclosure #9) (Marquita Flowers/Janell Duncan) (Roll Call)

- 3. Resolution #5695 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2022-1016; Pest Control Services with the Terminix International Company Limited d/b/a Terminix Commercial and High Rock Pest Control, LLC in a Not-to-Exceed Amount of \$100,000 Annually, Per Contractor, for a Maximum 5-Year Contract, or the Board Approved Budget, Funded by Operational Funds**

(Enclosure #10) (Marquita Flowers/Janell Duncan) (Roll Call)

- 4. Resolution #5696 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2022-5001; Printers, Scanners and Multi-Function Devices (MFDs) with Duplicator Sales Co. LLC in a Not-to-Exceed Amount of \$300,000 for a Maximum 5-Year Contract, or the Board Approved Budget, Funded by Operational Funds, Administrative Fees, Management Services Funds, Capital Grants and Development Funds**

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

5. **Resolution #5697** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2022-7008; Temporary/Extended Stay Housing with ESA P Portfolio Operating Lessee LLC and 2347 Reading Road, LLC d/b/a Choice Hotels-Comfort and Mainstay Suites in a Not-to-Exceed Amount of \$150,000 Annually, Per Company, for a Maximum 5-Year Contract, or the Board Approved Budget, Funded by Operational Funds, Capital Grants and Development Funds

(Enclosure #12) (Mary Kosik/Marquita Flowers/Janell Duncan) (Roll Call)

6. **Resolution #5685 TABLED 04/26/2022** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2022-3018; Commercial and Residential Real Estate Broker Services with Fri Mason, LLC d/b/a Keller Williams Advisors Realty and Treo Realty, LLC, Not-to-Exceed 8.5% of the Sale or Purchase Price for a Maximum 5-Year Contract, or the Board Approved Project Budget, Funded by Capital Grants and Project Development Funds, or Sale Proceeds

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

During April 2022, fiscal year 2022, CMHA entered into three (3) non-construction contracts with not-to-exceed maximum amounts below \$100,000. There were no construction contracts below \$100,000 in April. (Per Resolution #5587 approved 08.31.2021, the CEO has Authorization to Execute and Sign Contracts in an Amount Not-to-Exceed \$100,000).

(Enclosure #14) (Janell Duncan)

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

Ms. Cinnamon D. Pelly

Mr. Edward R. O'Donnell

Mr. Kevin M. Moore