



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, August 23, 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. Adjourn
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II. ROLL CALL

III. APPROVAL OF MINUTES

1. Regular Board Meeting – June 28, 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 #5717 – Resolution Approving the Bad Debt Write-Offs for June 2022

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

2. Resolution #5718 – Resolution Approving the Fiscal Year 2022, June 2022 Unaudited 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 #5731** – Resolution Providing Authorization to Proceed with the Solicitation of Bids for Development of 66 Vacant Lots at City West into Single-Family Homes

(Enclosure #4) (Gary Boeres) (Roll Call)

4C. Contract Renewals:

1. **Resolution #5719** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Contract 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, Not-to-Exceed the Board Approved Budget, Paid for by Development Funds

(Enclosure #5) (Gary Boeres) (Roll Call)

4D. 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 three (3) construction contracts below \$100,000 in June and July.

4E. Adopt a Resolution – General

2. **Resolution #5720**– Resolution Amending the Cincinnati Metropolitan Housing Authority’s Admissions and Continuing Occupancy Policy (ACOP) to Set a Twenty-Year Limit on Enforcing Prior Debts Owed to the Agency

(Enclosure #6) (Tobias Eisenlohr/Marquita Flowers) (Roll Call)

3. **Resolution #5721** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter into Contracts for Solicitation 2022-1011; Recertifications for Asset Management and Housing Choice Voucher with Gilson Software Solutions – PHA, LLC and Nan McKay and Associates, Inc. in a Not-to-Exceed Amount of \$290,000 Annually in Asset Management Operational Funds and \$364,000 Annually in Administrative Fees for a Maximum 5-Year Contract, or the Board Approved Budget

(Enclosure #7) (Marquita Flowers/Lisa Isham) (Roll Call)

4. **Resolution #5722** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter into Contracts for Solicitation 2022-1018; Security Guard Services with Vets Securing America, Inc.; Gracie’s Environmental Services, LLC; and BWH Security, LLC in a Not-to-Exceed Amount of \$380,000 Annually Per the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds

(Enclosure #8) (Marquita Flowers) (Roll Call)

5. **Resolution #5723** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2022-4001; General Engineering Services with The Mannik & Smith Group, Inc.; ECS Midwest, LLC; G.J. Berding Surveying, Inc.; Valu-Tech, Inc. d/b/a VT Design Solutions; and 2RS Consulting, LLC in a Not-to-Exceed Amount of \$150,000 Annually, Per Contractor, or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Capital Grants and Development Funds

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

6. **Resolution #5724** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2022-4002; Architectural Services for 9% LIHTC with Berardi + Partners, Inc.; LDA Architects, Inc.; Meacham & Apel, Architects, Inc.; and R.E. Warner & Associates, Inc. in a Not-to-Exceed Amount of \$600,000 Annually, Per Contractor, or the Board Approved Budget for a Maximum 5-Year Contract, Paid for by LIHTC and Other Development Funds, Loans and/or Grants

(Enclosure #10) (Joe Norton) (Roll Call)

7. **Resolution #5725** – Resolution Re-approving the Authority of the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Authorize and Sign Time Extension and Change Orders to Contracts Not-to-Exceed 20% of the Initial Contract Amount

(Enclosure #11) (Gregory Johnson) (Roll Call)

8. **Resolution #5726** – Resolution Re-approving Authorization of the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Execute and Sign Contracts in an Amount Not-to-Exceed \$100,000

(Enclosure #12) (Gregory Johnson) (Roll Call)

9. **Resolution #5727** – Resolution Re-approving Authorization of the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into Cooperative Purchasing Agreements with Vendors and Contractors in Compliance with 2 CFR 200.318(e) as a Means to Implement Bulk Purchasing and to Provide Efficiencies and Cost Savings to the Authority

(Enclosure #13) (Gregory Johnson) (Roll Call)

10. **Resolution #5728** – Resolution Re-approving Authorization the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Execute Contracts and Official HUD Documents with Dates Preceding the Next Available Board Meeting in Addition to Emergency Documents that Affect the Safety of Employees, Residents, CMHA Property and the Community at Large; All Such Actions Shall be Presented to the Board at the Immediate Subsequent Board Meeting

(Enclosure #14) (Gregory Johnson) (Roll Call)

11. Resolution #5729 – Resolution to Adopt Changes to the Fiscal Year 2022-2023 Housing Choice Voucher Administrative Plan Effective July 1, 2022 to June 30, 2023

(Enclosure #15) (Lisa Isham) (Roll Call)

12. Resolution #5730 – Resolution Adopting the Proposed Changes to the July 1, 2022 – June 30, 2023 Admissions and Continued Occupancy Policy

(Enclosure #16) (Marquita Flowers/Mary Kosik) (Roll Call)

During June and July 2022, fiscal year 2022, CMHA entered into twenty (20) non-construction contracts with not-to-exceed maximum amounts below \$100,000. There were three (3) construction contracts below \$100,000 in June and July. (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 #17) (Janell Duncan)

V. 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