



Cincinnati Metropolitan Housing Authority

**CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214**

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Wednesday, October 5, 2022

Rescheduled from Tuesday, September 27, 2022

11:00 A.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**
 - Legal**
 - Personnel**
 - 6. Adjourn**
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II. ROLL CALL

III. APPROVAL OF MINUTES

- 1. Special Board Meeting: Public Hearing – August 23, 2022**

(Enclosure #1) (Roll Call)
- 2. Regular Board Meeting – August 23, 2022**

(Enclosure #2) (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 #5732 – Resolution Approving the Bad Debt Write-Offs for July 2022**

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

2. **Resolution #5733** – Resolution Approving the Bad Debt Write-Offs for August 2022

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

3. **Resolution #5734** – Resolution Approving the Fiscal Year 2023, July 2022 Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #5) (Reema Ruberg/Bianka Brown) (Roll Call)

4. **Resolution #5735** – Resolution Approving the Fiscal Year 2023, August 2022 Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #6) (Reema Ruberg/Bianka Brown) (Roll Call)

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

1. **Resolution #5736** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors:

1. SOL 2023-1001 – Janitorial Services and Scattered Sites Litter Pick-up

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

2. SOL 2022-2005 – Project-Based Voucher Assistance

3. SOL 2022-2006 – Contractor Inspection Services for the HCV Program

(Enclosure #7) (Lisa Isham/Janell Duncan) (Roll Call)

4C. Contract Renewals:

1. **Resolution #5737** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2020-4005; RAD Physical Condition Assessments with Bureau Veritas Technical Assessments LLC and Dominion Environmental Group, Inc. d/b/a Dominion Due Diligence Group in a Not-to-Exceed Amount of \$280,000 Annually, Per Contractor, or the Board Approved Budget for a Maximum 3-Year Contract, Funded by Capital Grant Funds

(Enclosure #8) (Joe Norton/Janell Duncan) (Roll Call)

2. **Resolution #5738** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign a Contract Extension Option through December 31, 2022 for Contract 2020-4006; Choice Neighborhoods Planning Coordinator with Community Building Institute at Xavier University to Complete the Current Remaining Contract Amount of \$38,250, Funded by Choice Neighborhoods Planning Grant

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

3. **Resolution #5739** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2021-1005; Plumbing Maintenance and Repair Services with Blau Mechanical, Inc.; The Geiler Company; Triton Services, Inc.; Queen City Mechanicals, Inc.; Roto-Rooter Services Company; and Wize & Associates, Inc. d/b/a Wize Plumbing in a Not-to-Exceed Amount of \$450,000 Annually, Per Contractor, or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)

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

4. **Resolution #5740** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2021-1007; Elevator Maintenance and Repair Services with TK Elevator Corporation in a Not-to-Exceed Amount of \$300,000 Annually, or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)

(Enclosure #11) (Marquita Flowers/Janell Duncan) (Roll Call)

5. **Resolution #5741** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2021-5003; Executive Recruiter with ADO Professional Solutions, Inc. d/b/a Parker + Lynch, Accounting Principals, Ajilon, Paladin and Special Counsel; Gans, Gans & Associates, Inc.; Infojini, Inc.; Aquarius Professional Staffing, LLC and Trak Group d/b/a Trak Staffing Services in a Not-to-Exceed Amount of \$250,000 Annually Per the Pool of Contractors, or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management), Administrative Fees (HCV) and Management Services Funds

(Enclosure #12) (Lisa Thomas/Bianka Brown/Janell Duncan) (Roll Call)

6. **Resolution #5742** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2021-5004; Contract Labor Services with Infojini, Inc.; Precision Staffing Services, LLC; Volker & Associates, Inc.; Trak Group d/b/a Trak Staffing Services; ADO Professional Solutions, Inc. d/b/a Parker + Lynch, Accounting Principals, Ajilon, Paladin, and Special Counsel; Aquarius Professional Staffing, LLC and Eastern Personnel Services, Inc. in a Not-to-Exceed Amount of \$1,500,000 Annually for the Pool of Contractors, or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management), Administrative Fees (HCV) and Management Services Funds

(Enclosure #13) (Lisa Thomas/Bianka Brown/Janell Duncan) (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 #5726, approved 08.23.2022, 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 August (see Enclosure #15)

4E. Adopt a Resolution – General

- 1. Resolution #5743 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2022-7010; Custodial Services for Campus with Kare ‘N’ Cleaning Services LLC and Fishers of Men Advanced Services LLC in a Not-to-Exceed Amount of \$125,000 Annually for the Pool of Contractors, or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Management Services Funds**

(Enclosure #14) (Janell Duncan) (Roll Call)

During August 2022, Fiscal Year 2022, CMHA entered into thirteen (13) non-construction contracts with not-to-exceed maximum amounts below \$100,000. There were three (3) construction contracts below \$100,000 in August. (Per Resolution #5726 approved 08.23.2022, the CEO has Authorization to Execute and Sign Contracts in an Amount Not-to-Exceed \$100,000).

(Enclosure #15) (Janell Duncan)

V. EXECUTIVE SESSION

- Legal**
- Personnel**

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