



CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES, INC.

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, August 22, 2023

6:00 P.M.

I. AGENDA SCHEDULE

1. Call Meeting to Order
 2. Roll Call
 3. Approval of Minutes
 4. Discussion of Secretary Recommendations
 5. Adjourn
-

II. ROLL CALL

III. APPROVAL OF MINUTES

1. Board Meeting – June 27, 2023

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

1. Resolution #264 – Resolution Approving the Financial Report for the Month of June 2023 with Collection Losses

(Enclosure #2) (Cedric Oluoch/Reema Ruberg) (Roll Call)

2. Resolution #265 – Resolution to Approve the Financial Statements for Hamilton County Affordable Housing, Springdale Senior Limited Partnership d/b/a Baldwin Grove, The Reserve on South Martin, Cary Crossing, West Union Square, Sutter View, Evanston, Pinecrest, Park Eden Apartments, Marianna Terrace, Horizon Hills, City West Retail and Touchstone Property Services for the Six Months Ending June 30, 2023 for Calendar Year 2023

(Enclosure #3) (Cedric Oluoch/Reema Ruberg) (Roll Call)

3. **Resolution #266** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Second One-Year Contract Extension Option for Contract TP21-1008; 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 Operating Funds

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

4. **Resolution #267** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Second One-Year Contract Extension Option for Contract TP21-1011; Snow Removal Services with Allison Landscaping and Water Gardens LLC; Brighter Day Outdoor Services, LLC; Fanci Structure Corporation LLC; Just Right Construction & Lawn Care Service; and Companies by Design LLC d/b/a Refresh Property Solutions in a Not-to-Exceed Amount of \$75,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

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

5. **Resolution #268** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP23-1009; HVAC Maintenance and Repair Services with Blau Mechanical, Inc.; Dawson Heating & Air Conditioning, LLC; Prestige Home Improvement & Roofing, LLC; and Triton Services, Inc. in a Not-to-Exceed Amount of \$500,000 Annually for the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

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

6. **Resolution #269** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP23-1010; Janitorial Services with A F.I.S.T. of Contractors LLC; Brown Development & Construction LLC; Colossal Janitorial, LLC; Crossty Renovation Services LLC; DCJ Janitorial LLC; Duchess Dynasty LLC d/b/a Royalty Janitorial Services; G2 Residential Services, LLC; Kamili Property Solution LLC; Lae-Kwam Dukes d/b/a Intense Pro Cleaning; Pleasant Contracting Services, LLC; The Stonestreet Group LLC; and Ultimate Professionals LLC in a Not-to-Exceed Amount of \$500,000 Annually for the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

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

During June and July 2023 of fiscal year 2023, TPS did not enter into any non-construction contracts with not-to-exceed maximum amounts below \$100,000.

TPS entered one change order to a contract

(Enclosure #8) (Janell Duncan)

V. ADJOURN

TOUCHSTONE PROPERTY SERVICES, INC. Board

**Cincinnati Metropolitan Housing Authority
Board of Housing Commissioners**

**Mr. William Myles, Chair • Ms. Mayme L. Mitchell, Vice-Chair
Mr. Thomas J. Weidman • Ms. Teri Spears • Ms. Bernadette Watson
Mr. Edward R. O'Donnell • Mr. Kevin M. Moore**