



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, September 26, 2023**

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**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. Request Approval to Solicit Bids
    - 4B. Resolutions – Approve Contract Renewals
    - 4C. Resolutions - Award Construction Contracts
    - 4D. Adopt a Resolution – General
  5. Adjourn
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**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

1. Regular Board Meeting – August 22, 2023

(Enclosure #1)

(Roll Call)

**IV. DISCUSSION OF SECRETARY RECOMMENDATIONS**

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

1. **Resolution #5906** – Resolution Approving the City Codes Violation Action Plan

(Enclosure #2)

(Marquita Flowers)

(Roll Call)

**4A. Approval of the Financial Report**

2. **Resolution #5907** – Resolution Approving the Bad Debt Write-Offs for July and August 2023

(Enclosure #3)

(Cedric Oluoch/Marquita Flowers)

(Roll Call)

3. **Resolution #5908** – Resolution to Approve Fiscal Year 2023, July and August 2023 Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #4)

(Cedric Oluoch/Reema Ruberg)

(Roll Call)

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

- 1. Resolution #5909 – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors**
  - 1. SOL 2023-2007 – Housing Choice Voucher Project Based Assistance for Existing, Rehabilitated or Newly Constructed Housing Units**  
(Enclosure #5) (Lisa Isham/Janell Duncan)
  - 2. SOL 2023-4006 – Physical Condition Assessments**  
(Enclosure #5) (Joe Norton/Janell Duncan) (Roll Call)

**4C. Contract Renewals:**

- 1. Resolution #5910 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2022-2006; HCV Inspection Services with Safebuilt Ohio, LLC in a Not-to-Exceed Amount of \$200,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Administrative Fees (HCV)**  
(Enclosure #6) (Lisa Isham/Janell Duncan) (Roll Call)
- 2. Resolution #5911 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Contract 2022-7001; Auto Maintenance and Repair with Elite Automotive LLC in a Not-to-Exceed Amount of \$200,000 Annually 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 #7) (Janell Duncan) (Roll Call)
- 3. Resolution #5912 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2023-1006; Fire Watch Services at Stanley Rowe with the Stonestreet Group LLC; Trustus Security LLC and Companies by Design LLC d/b/a Refresh Property Solutions in a Not-to-Exceed Amount of \$900,000 Annually for the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management) and Capital Grant Funds**  
(Enclosure #8) (Joe Norton/Janell Duncan) (Roll Call)

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

- 1. Resolution #5913 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Retroactively Approve the Construction Contract for “Emergency” Booster Pump Installation at Stanley Rowe Towers for the Amount of \$102,795, Funded by Capital Funds**  
(Enclosure #9) (Joe Norton) (Roll Call)

**4E. Adopt a Resolution – General**

- 1. Resolution #5914 – Resolution Approving the Submission of a Grant Application to the City of Cincinnati Department of Community and Economic Development for the Notice of Funding Availability 2023 Towards the Race Street Apartments and Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Pursue the Application and Accept and Expend Any and All Funds if Awarded**

**(Enclosure #10) (Gary Boeres) (Roll Call)**

- 2. Resolution #5915 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Renew Lease Agreement with Cincinnati-Hamilton County Community Action Agency for Use of Premises at 5139 Holland Drive (The Winton Hills Child Development Center)**

**(Enclosure #11) (Tobias Eisenlohr) (Roll Call)**

- 3. Resolution #5916 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1016; Plumbing Services with Blau Mechanical, Inc.; The Geiler Company; and Triton Services, Inc. in a Not-to-Exceed Amount of \$800,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)**

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

- 4. Resolution #5917 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-4003; Legal Services for Construction, Real Estate and Development Activities with Reno & Cavanaugh, PLLC; Saxon Gilmore & Carraway, P.A.; Coats Rose, P.C.; Ballard Spahr LLP; Bricker Graydon LLP; Hawkins Delafield & Wood LLP; Arnall Golden Gregory LLP; and Baker & Hostetler LLP in a Not-to-Exceed Amount of \$100,000 Annually Per Firm for Work Under \$100,000 Per Assignment or the Board Approved Budget, for a Maximum 5-Year Contract, Funded by Development Funds and Capital Grants. In Addition, Firms May Be Assigned Development Deals Which May Extend Multiple Contract Years; Any Assigned Development Deal Will Not Exceed \$350,000 Per Deal and Will Be Paid After Approval of the Development Deal by the Board of Commissioners by the Development Deal at Financial Closing**

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

- 5. Resolution #5918 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2023-5006; Strategic Plan Consultant with Rice Education Consulting, LLC in a Not-to-Exceed Amount of \$50,000 or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Management Services Funds**

**(Enclosure #14) (Mr. Johnson/Janell Duncan) (Roll Call)**

6. **Resolution #5919** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-5007; Contract Labor and Executive Search Services with Compunnel Software Group, Inc.; Cogent Infotech Corporation; David Gomez Partners, Inc.; Vidhwan Inc. d/b/a E-Solutions; Maven Workforce Inc.; Eastern Personnel Services Inc.; Tranquil Multi Dynamic Advisory LLC (TMDA); Infojini Inc.; ReqRoute, Inc.; Staffmark Investments, LLC; Trak Staffing Services; LanceSoft, Inc.; Volker & Associates, Inc.; Precision Staffing Services LLC; Aquarius Professional Staffing LLC; and NP&S Management, Inc. d/b/a S. Renee Narloch & Associates in a Not-to-Exceed Amount of \$1,800,000 Annually for the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management), Management Services Funds (COCC); Administrative Fees (HCV), Development Funds, and TPS Operating Funds

(Enclosure #15) (Lisa Thomas/Janell Duncan) (Roll Call)

7. **Resolution #5920** – Resolution Approving the Proposed Actions in Cincinnati Metropolitan Housing Authority’s Occupancy Corrective Action Plan

(Enclosure #16) (Marquita Flowers) (Roll Call)

8. **Resolution #5921** – Resolution Approving the Memorandum of Understanding Between the Cincinnati Metropolitan Housing Authority and: International Union of Operating Engineers, Local 20 (IUOE); AFSCME, Ohio Council 8, Local 1027; Greater Cincinnati Building Trades Council

(Enclosure #17) (Lisa Thomas) (Roll Call)

During August 2023, Fiscal Year 2023, CMHA entered into three (3) non-construction contracts with not-to-exceed minimum amounts \$100,000. CMHA entered into one (1) construction contract below \$100,000 in August.

(Enclosure #18) (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. Bernadette Watson

Mr. Edward R. O’Donnell

Mr. Kevin M. Moore