



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, November 21, 2023

Rescheduled from Tuesday, November 28, 2023

6:00 P.M.

I. AGENDA SCHEDULE

1. Call Meeting to Order
 2. Roll Call
 3. Approval of Minutes
 4. CMHA Updates
 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. Leasing Action Plan Update
 7. Adjourn
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II. ROLL CALL

III. APPROVAL OF MINUTES

1. Regular Board Meeting – October 30, 2023 (**Rescheduled from October 31, 2023**)
(Enclosure #1) (Roll Call)

IV. CMHA UPDATES

- Ms. Marquita Flowers – City Codes Update
- Mr. Joe Norton – City Codes Capital Update
- Mr. Gary Boeres – Economic Impact Update plus Development Update, Current and Next 5 Years (RAD Conversion)
- Ms. Reema Ruberg – Choice Grant Update and 5 Year Financial Forecast
- Ms. Lisa Isham, Ms. Mary Kosik, Ms. Stephanie Stacks – HOTMA/NSPIRE

V. DISCUSSION OF SECRETARY RECOMMENDATIONS

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

5A. Approval of the Financial Report

1. **Resolution #5927** – Resolution Approving the Bad Debt Write-Offs for October 2023

(Enclosure #2) (Cedric Oluoch/Marquita Flowers) (Roll Call)

2. **Resolution #5928** – Resolution to Approve Fiscal Year 2023, October 2023 Financial Statements for the Cincinnati Metropolitan Housing Authority

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

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

1. **Resolution #5929** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. SOL 2023-1035 – Preventative Maintenance Plan
2. SOL 2024-1002 – Janitorial Services

(Enclosure #4) (Marquita Flowers/Janell Duncan)

5C. Contract Renewals:

1. **Resolution #5930** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Fourth One-Year Contract Extension Option for Contract 2020-4001; General Architectural Services with McGill Smith Punchon; City Studios Architecture, LLC; Berardi + Partners, Inc.; Moody Nolan LLC; Oregon Group Architects, Inc.; LDA Architects, Inc.; ES Architecture and Development, Inc.; Hub & Weber Architects, PLC; and Reztark Design Studio, LLC in a Not-to-Exceed Amount of \$500,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Capital Grants and Development Funds

(Enclosure #5) (Joe Norton/Gary Boeres/Janell Duncan) (Roll Call)

2. **Resolution #5931** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2023-4001; Project Management Consultants for Construction, Finance Development and Financial Management with Joan M. Garrity LLC; Guiven LLC; Sparks Consulting Services, LLC; and Baker Tilly US, LLP in a Not-to-Exceed Amount of \$345,000 Annually for the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Capital and Development Funds

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

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

- 1. Resolution #5932 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2023-3016 with Knipp Builders, LLC for 4048 Ledgewood, Dehumidification and Modernization for the Amount of \$134,523, Funded by Capital Funds**

(Enclosure #7) (Joe Norton) (Roll Call)

- 2. Resolution #5933 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2023-3019; 3364 and 3366 Bowling Green Renovations for the Amount of \$200,000.89, Funded by Capital Funds**

(Enclosure #8) (Joe Norton) (Roll Call)

5E. Adopt a Resolution – General

- 1. Resolution #5934 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1030; Supplemental Vacancy Prep with Jackie’s Janitorial Solutions, LLC; A F.I.S.T. of Contractors LLC; Willow Creek Sells, LLC d/b/a Funke Real Estate Group; and Incredibly Clean LLC in a Not-to-Exceed Amount of \$200,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)**

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

- 2. Resolution #5935 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1031; Supplemental Plumbing Services for Single-Family, 2-Unit and 4-Unit Properties with Blau Mechanical, Inc.; Triton Services, Inc.; The Geiler Company, LLC; and Dawson Heating & Air Conditioning, LLC 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 #10) (Marquita Flowers/Janell Duncan) (Roll Call)

- 3. Resolution #5936 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1032; Work Order Answering Services with Gilson Software Solutions – PHA, LLC; 22nd Century Technologies, Inc.; and Ecology, LLC in a Not-to-Exceed Amount of \$50,000 Annually Per Contractor 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)

4. **Resolution #5937** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1033; Supplemental Plumbing, HVAC and Electrical Services for Single Family Homes with Triton Services, Inc.; JTL Electric, Inc.; Blau Mechanical Inc.; and Prestige Home Improvement & Roofing, LLC in a Not-to-Exceed Amount of \$600,000 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)

5. **Resolution #5938** – Resolution Authorizing the Execution of General Depository Agreements Between Cincinnati Metropolitan Housing Authority and US Bank, Fifth Third Bank, Huntington Bank and Key Bank

(Enclosure #13) (Cedric Oluoch) (Roll Call)

During October 2023, Fiscal Year 2024, CMHA entered into eight (8) non-construction contracts with not-to-exceed minimum amounts \$100,000 and two joinders. CMHA entered into two (2) construction contract below \$100,000 in September.

(Enclosure #14) (Janell Duncan)

VI. LEASING ACTION PLAN UPDATE

- Ms. Marquita Flowers

VII. 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