



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, December 19, 2023

4:15 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. Adjourn**
-

II. ROLL CALL

III. APPROVAL OF MINUTES

- 1. Regular Board Meeting – November 21, 2023 (Rescheduled from November 28, 2023)**

(Enclosure #1)

(Roll Call)

IV. CMHA UPDATES

- Ms. Marquita Flowers – City/County/Health Codes Violations Update**
- Ms. Yolanda Little – Leasing Action Plan Update**
- Ms. Mary Kosik – HCV Special Programs Update**
- Ms. Gina Stewart – The Redding Relocation Update**
- Ms. Robin Ligon – General Update on The Redding**
- Ms. Reema Ruberg – Finance Department Restructure plus Capital Grant Breakdown**
- Mr. Joe Norton – City/County/Health Codes Violations Capital Update**
- Mr. Gary Boeres – Progress on Current Applications for Pipeline Projects**

V. DISCUSSION OF SECRETARY RECOMMENDATIONS

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

5A. Approval of the Financial Report

1. **Resolution #5939** – Resolution Approving the Bad Debt Write-Offs for November 2023

(Enclosure #2) (Bryan Shelton/Marquita Flowers) (Roll Call)

2. **Resolution #5940** – Resolution to Approve Fiscal Year 2023, Final October 2023 Financial Statements for the Cincinnati Metropolitan Housing Authority

(Enclosure #3) (Bryan Shelton/Reema Ruberg) (Roll Call)

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

1. **Resolution #5941** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. SOL 2024-1003 – Supplemental Hotel/Lodging Services
2. SOL 2024-1004 – Supplemental Transportation Services for Emergencies
3. SOL 2024-1005 – Code Violation Repairs
4. SOL 2024-1007 – Food Services for Emergencies

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

5. SOL 2024-4001 – Development Consultants

(Enclosure #4) (Gary Boeres/Janell Duncan)

6. SOL 2024-7001 – Media Services Consultant

(Enclosure #4) (Mr. Johnson/Janell Duncan) (Roll Call)

5C. Contract Renewals:

1. **Resolution #5942** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option and Enter a Change Order for Contract 2022-1004; Grounds Litter Pickup Services with the Stonestreet Group LLC; Lae-Kwam Dukes d/b/a Intense Pro Cleaning Services; Crossty Renovation Services LLC; Trustus Transportation LLC d/b/a Trustus Maintenance & Janitorial; Cogar Enterprise LLC; Diamond Professional Contractors LLC; Red Star Solutions; and Clayton Walker 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 #5) (Marquita Flowers/Janell Duncan) (Roll Call)

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

- 1. Resolution #5943 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2024-2001 with Garland/DBS, Inc. for the Roof Replacement of OTR Properties at 1708, 1714, 1716 & 1726 Race Street, Cincinnati, Ohio for the Amount of \$832,945, Funded by Capital Funds**

(Enclosure #6) (Joe Norton) (Roll Call)

5E. Adopt a Resolution – General

- 1. Resolution #5944 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2023-1036; Vacancy Prep Unit Turnover (Make Ready) for Findlater Gardens, Winton Terrace, Millvale and High Rises with Nailed It Cleaning Services LLC; Cruz Renovations L.P.; A F.I.S.T. of Contractors LLC; and Law-Kwam Dukes d/b/a Intense Pro Cleaning Services in a Not-to-Exceed Amount of \$500,000 Annually Per Contractor or the Board Approved Budget for a Maximum 3-Year Contract, Funded by Operational Funds (Asset Management)**

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

- 2. Resolution #5945 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2024-1001; Grounds Maintenance with Goodwin Lawn Care Services LLC; Brighter Day Outdoor Services LLC; Steven Scales d/b/a B&H Elite Complete Lawn and Garden Care; Just Right Construction & Lawn Care Service, LLC; Omega Pest Control and Termites; Companies by Design LLC d/b/a Refresh Property Solutions; Butler Lawn Care & Landscaping Corporation; Mia Mulawn Service LLC; and Trustus Transportation LLC d/b/a Trustus Maintenance & Janitorial in a Not-to-Exceed Amount of \$250,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)**

(Enclosure #8) (Marquita Flowers/Janell Duncan) (Roll Call)

- 3. Resolution #5946 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2024-1002; Janitorial Services for Asset Management Properties with Kare ‘N’ Cleaning Services LLC; Diamond Professional Contractors LLC; Clayton Walker; JC Janitorial LLC; Crossty Renovation Services LLC; Pleasant Contracting Services, LLC; Lae-Kwam Dukes d/b/a Intense Pro Cleaning Service; G2 Residential Services LLC; DCJ Janitorial LLC; Brown Development & Construction LLC; A F.I.S.T. of Contractors LLC; and the Stonestreet Group LLC in a Not-to-Exceed Amount of \$1,400,000 Annually for the Pool of Contractors 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)

4. **Resolution #5947** – Resolution Ratifying the Negotiation and Execution by the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority for Contracts for Solicitation 2024-2001; HCV Inspection Services with Focus on Housing and Gilson Software Solutions – PHA, LLC in a Not-to-Exceed Amount of \$250,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Administrative Fees (HCV)

(Enclosure #10) (Lisa Isham/Janell Duncan) (Roll Call)

5. **Resolution #5948** – Resolution Increasing the Contract Amount and Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign a Change Order for Contract 2022-1009; Electrical Maintenance and Repair Services with J.T.L. Electric, Inc. and Seco Electric Co. Inc. Funded by Operational Funds (Asset Management)

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

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

(Enclosure #12) (Janell Duncan)

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. Bernadette Watson

Mr. Edward R. O'Donnell

Mr. Kevin M. Moore