



CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES, INC.

MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, OHIO

Tuesday, April 30, 2024

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 – March 26, 2024**

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

- 1. Resolution #301 – Resolution Approving the Bad Debt Write-Offs for March 2024**

(Enclosure #2) (Cedric Oluoch/Jeff Burton) (Roll Call)

- 2. Resolution #302 – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Second One-Year Contract Extension Option for Contract TP22-5001; Audit and Tax Preparation Assistance with Novogradac & Company, LLP; and Citrin Cooperman & Company, LLP in a Not-to-Exceed Amount of \$125,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

(Enclosure #3) (Cedric Oluoch/Ashley Clericus) (Roll Call)

3. **Resolution #303** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Contract TP23-1007; Pest Control Services with High Rock Pest Control, LLC; and The Terminix International Company Limited d/b/a Terminix Commercial in a Not-to-Exceed Amount of \$60,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #4) (Jeff Burton/Ashley Clericus) (Roll Call)

4. **Resolution #304** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP24-1002; Supplemental Vacancy Prep with G2 Residential Services, LLC; AHRLC Property Management and Construction Co.; Pleazant Contracting Services, LLC; Diamond Professional Contractors, LLC; Howard Edwards Contractors, LLC; Second Chance Renovations; MRJ Construction and Maintenance, LLC; Beyond Cleaning and Labor Services LLC; My Home Pro LLC; and Road to Perfection LLC in a Not-to-Exceed Amount of \$100,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #5) (Jeff Burton/Ashley Clericus) (Roll Call)

5. **Resolution #305** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP24-5002; Fee Accountant with Emerge Accounting CPA, PC and BDO USA, P.C. in a Not-to-Exceed Amount of \$150,000 Annually Per Contractor or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #6) (Cedric Oluoch/Ashley Clericus) (Roll Call)

During March 2024 of fiscal year 2024, TPS did not enter into any non-construction contracts with not-to-exceed maximum amounts below \$100,000.

(Enclosure #7) (Ashley Clericus)

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