



CMHA Boardroom  
1635 Western Avenue  
Cincinnati, Ohio 45214

**TOUCHSTONE PROPERTY SERVICES, INC.**

**MEETING AGENDA**

**BOARD OF COMMISSIONERS**

**Cincinnati, OHIO**

**Tuesday, June 25, 2024**

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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**
  - 5. Adjourn**
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**II. ROLL CALL**

**III. APPROVAL OF MINUTES**

- 1. Board Meeting – May 28, 2024**

**(Enclosure #1) (Roll Call)**

**IV. DISCUSSION OF SECRETARY RECOMMENDATIONS**

- 1. Resolution #310 – Resolution Approving the Bad Debt Write-Offs for May 2024**

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

- 2. Resolution #311 – 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, Bennett Point, City West Retail and Touchstone Property Services for the Month Ending May 31, 2024 for Calendar Year 2024**

**(Enclosure #3) (Cedric Oluoch/Jeff Burton) (Roll Call)**

3. **Resolution #312** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Third One-Year Contract Extension Option for Contract TP21-1005; Plumbing Maintenance and Repair Services with Triton Services, Inc.; Blau Mechanical, Inc.; Queen City Mechanicals, Inc.; and Roto-Rooter Services Company in a Not-to-Exceed Amount \$180,000 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 #313** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Third One-Year Contract Extension Option for Contract TP21-1010; Preventative Maintenance Plan with AFIST of Contractors, LLC; and Triton Services, Inc. in a Not-to-Exceed Amount of \$90,000 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 #314** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Second One-Year Contract Extension Option for Contract TP22-1017; Compliance and Technical Assistance for Affordable Housing with Randle Hurst Consulting Group, LLC in a Not-to-Exceed Amount of \$220,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds

(Enclosure #6) (Jeff Burton/Ashley Clericus) (Roll Call)

6. **Resolution #315** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Contract 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 #7) (Jeff Burton/Ashley Clericus) (Roll Call)

7. **Resolution #316** – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the First One-Year Contract Extension Option for Contract TP23-1010; Janitorial Services with AFIST 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; Pleazant 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 #8) (Jeff Burton/Ashley Clericus) (Roll Call)

During May 2024 of fiscal year 2024, TPS entered into one (1) non-construction contract with not-to-exceed maximum amounts below \$100,000.

(Enclosure #9) (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