



Cincinnati Metropolitan Housing Authority
CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

CMHA BOARD OF COMMISSIONERS

REGULAR MEETING AGENDA

BOARD OF COMMISSIONERS

Cincinnati, Ohio

Thursday, August 22, 2024

Rescheduled from Tuesday, August 20, 2024

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. Adjourn
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II. ROLL CALL

III. APPROVAL OF MINUTES

1. Regular Board Meeting – June 25, 2024

(Enclosure #1) (Roll Call)

IV. CMHA UPDATES

- Ms. Marquita Flowers – Leasing Action Plan Update, Asset Management
- Ms. Marquita Flowers – Code Violations Update
- Mr. Joe Norton Code Violations Capital Update
- Mr. Jeff Burton – Touchstone Property Services Department Update
- Ms. Michelle Knight – CMHA Strategic Communication Plan

V. DISCUSSION OF SECRETARY RECOMMENDATIONS

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

5A. Approval of the Financial Report

1. **Resolution #6062** – Resolution Approving the Bad Debt Write-Offs for June 2024 and July 2024

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

2. **Resolution #6063** – Resolution to Approve Fiscal Year 2024, June 2024 Preliminary Unaudited Financial Statements for the Cincinnati Metropolitan Housing Authority

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

3. **Resolution #6064** – Resolution Approving the Fiscal Year 2025 Budget Revision for Housing Choice Voucher (HCV) and Management Services (COCC)

(Enclosure #4) (Cedric Oluoch/Reema Ruberg) (Roll Call)

4. **Resolution #6065** – Resolution Approving Certification of the Section Eight Management Assessment Program (SEMAP)

(Enclosure #5) (Cedric Oluoch/Lisa Isham) (Roll Call)

5. **Resolution #6066** – Resolution Approving the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign and File the Fiscal Year 2024 HUD Form 52681 (Year End Settlement Statements for MOD Rehab)

(Enclosure #6) (Cedric Oluoch/Lisa Isham) (Roll Call)

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

1. **Resolution #6067** – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors

1. SOL 2024-3023 – 8651 DeSoto Dr. Modernization
2. SOL 2024-3024 – 2028 Quebec Modernization
3. SOL 2024-3025 – 2140 Quebec Modernization
4. SOL 2024-3026 – Quebec Gardens – Unit Drive Repairs and Approach Replacements

(Enclosure #7) (Joe Norton/Marco Benavides) (Roll Call)

5C. Contract Renewals:

1. **Resolution #6068** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Third One-Year Contract Extension Option for Contract 2021-1007; Elevator Maintenance and Repair Services with TK Elevator Corporation in a Not-to-Exceed Amount \$360,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)

(Enclosure #8) (Marquita Flowers/Marco Benavides) (Roll Call)

2. **Resolution #6069** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Contract 2022-1021; HVAC Maintenance and Repair Services with Triton Services, Inc.; The Geiler Company; Blau Mechanical, Inc.; and Dawson Heating & Air Conditioning, 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 Operational Funds (Asset Management)

(Enclosure #9) (Marquita Flowers/Marco Benavides) (Roll Call)

3. **Resolution #6070** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the Second One-Year Contract Extension Option for Contract 2022-7010; Custodial Services for Campus with Kare ‘N’ Cleaning Services LLC and Fishers of Men Advanced Services LLC in a Not-to-Exceed amount of \$125, 000 Annually for the Pool of Contractors or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Management Services Funds (COCC)

(Enclosure #10) (Marco Benavides) (Roll Call)

4. **Resolution #6071** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 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) and Management Services Funds (COCC)

(Enclosure #11) (Marquita Flowers/Marco Benavides) (Roll Call)

5. **Resolution #6072** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2023-1020; Snow Removal Services for Asset Management with Brighter Day Outdoor Services, LLC; Just Right Construction & Lawn Care Service; Companies by Design LLC d/b/a Refresh Property Solutions; Terry Katz Landscaping, Inc.; Urban Care LLC; and Butler Lawn Care and Landscaping Corporation 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 Operational Funds

(Enclosure #12) (Marquita Flowers/Marco Benavides) (Roll Call)

6. **Resolution #6073** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign the First One-Year Contract Extension Option for Contract 2023-4003; Legal Services for Construction, Real Estate and Development 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 Contractor for Work Under \$100,00 Annually 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/Marco Benavides) (Roll Call)

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

1. **Resolution #6074** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into a Contract for Solicitation 2022-3017-03 with ELA Holdings d/b/a Turnkey Technology for the Upgrade of Security Camera System at Stanley Rowe Towers for the Amount of \$373,581.62, Funded by Capital Funds

(Enclosure #14) (Joe Norton) (Roll Call)

5E. Adopt a Resolution – General

1. **Resolution #6075** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Pursue Financing for the Redevelopment of Beechwood and Granting Signature Authority to Execute Documents for the Purpose of Applying for Financing, Which Includes Engaging Lenders and Tax Credit Syndicators

(Enclosure #15) (Gary Boeres) (Roll Call)

2. **Resolution #6076** – Resolution Increasing the Contract Amount and Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Sign a Change Order for Contract 2023-1016; Plumbing Services with Blau Mechanical, Inc.; The Geiler Company; and Triton Services, Inc., Funded by Operational Funds (Asset Management)

(Enclosure #16) (Marquita Flowers/Marco Benavides) (Roll Call)

3. **Resolution #6077** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2024-1044; Hotel and Lodging Services with ESA Portfolio Operating Lessee LLC (Extended Stay) 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)

(Enclosure #17) (Marquita Flowers/Marco Benavides) (Roll Call)

4. **Resolution #6078** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into Contracts for Solicitation 2024-1045; Roofing and Gutter Repair and Cleaning with Max Construction and Prestige Home 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 #18) (Marquita Flowers/Marco Benavides) (Roll Call)

5. **Resolution #6079** – Resolution Authorizing the Chief Executive Officer of The Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2024-1046; Welding Services with Triton Services, Inc. in a Not-to-Exceed Amount of \$90,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)

(Enclosure #19) (Marquita Flowers/Marco Benavides) (Roll Call)

6. **Resolution #6080** – Resolution Authorizing the Chief Executive Officer of The Cincinnati Metropolitan Housing Authority to Negotiate and Enter Into a Contract for Solicitation 2024-1054; Carbon Monoxide and Smoke Detector Installation and Verification with Ultimate Professional, LLC in a Not-to-Exceed Amount of \$125,000 Annually or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operational Funds (Asset Management)

(Enclosure #20) (Marquita Flowers/Marco Benavides) (Roll Call)

7. **Resolution #6081** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Data Use Agreement with Strategies to End Homelessness (STEH) and to Request Resident Consent to Data Sharing

(Enclosure #21) (Tobias Eisenlohr) (Roll Call)

8. **Resolution #6082** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter an Agreement with Job Corps USA for Use of Job Corps Students as CMHA Contractor Staff

(Enclosure #22) (Tobias Eisenlohr) (Roll Call)

9. **Resolution #6083** – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Execute Any and All Documents, or Take Any Other Action That is Necessary or Appropriate to: (1) Facilitate the Transfer of Ownership of City West from The Community Builders to Cincinnati Metropolitan Housing Authority and (2) Cause Cincinnati Metropolitan Housing Authority to Execute Any Such Further Documentation for the Ownership, Operation and Management of City West

(Enclosure #23) (Geri Hernandez) (Roll Call)

- 10. Resolution #6084 – Resolution Re-Approving Authorization of the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Authorize and Sign Time Extensions and Change Orders to Contracts Not-to-Exceed 20% of the Initial Contract Amount**

(Enclosure #24) (Marco Benavides) (Roll Call)

- 11. Resolution #6085 – Resolution Re-Approving Authorization of the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Enter Into Cooperative Purchasing Agreements with Vendors and Contractors as a Means to Implement Bulk Purchasing and Provide Efficiencies and Cost Savings to the Authority**

(Enclosure #25) (Marco Benavides) (Roll Call)

- 12. Resolution #6086 – Resolution Approving Authorization of the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Execute and Sign Contracts in an Amount Not-to-Exceed \$100,000**

(Enclosure #26) (Marco Benavides) (Roll Call)

- 13. Resolution #6087 – Resolution Authorizing the Chief Executive Officer of the Cincinnati Metropolitan Housing Authority to Execute Contracts and Official HUD Documents with Dates Preceding the Next Available Board Meeting in Addition to Emergency Documents that Affect the Safety of Employees, Residents, CMHA Property and the Community At Large; All Such Actions Shall be Presented to the Board at the Immediate Subsequent Board Meeting**

(Enclosure #27) (Mr. Johnson) (Roll Call)

- 14. Resolution #6088 – Resolution of the Board of Commissioners of the Cincinnati Metropolitan Housing Authority, Authorizing the Chief Executive Officer to Negotiate, Submit Applications and Sign Documents Related to the Financing and Equity Contributions for the Winton Terrace Section 18 Transaction**

(Enclosure #28) (Gary Boeres) (Roll Call)

During June and July 2024, Fiscal Year 2024, CMHA entered into nineteen (19) non-construction contracts with not-to-exceed minimum amounts \$100,000. CMHA did not enter into any construction contracts below \$100,000 in June or July.

(Enclosure #29) (Marco Benavides)

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