



AGENDA

Operations and Human
Resources Committee
October 17, 2013
1:00 pm



San Antonio Housing Authority



Create dynamic communities where people thrive

Board of Commissioners

Chairman Ramiro Cavazos	Vice-Chairman Richard Gambitta, Ph.D	Commissioner Karina C. Cantu	Commissioner Yolanda Hotman	Commissioner Stella Burciaga Molina	Commissioner Charles R. Muñoz	Commissioner Morris Stribling, MD
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Operations and Human Resources Committee

Richard Gambitta, Ph.D, Chair; Yolanda Hotman, Member, Morris Stribling, M.D., Member
President & CEO

Lourdes Castro Ramirez

**San Antonio Housing Authority
Operations and Human Resources Committee Or
Special Board Meeting**
818 S. Flores, San Antonio, Texas 78204
1:00 p.m., Thursday, October 17, 2013**

The Board of Commissioners will convene for a Committee or Special Board Meeting for discussion and action on the following matters:

- 1. Meeting called to order.**
The Board of Commissioners or its committee may hold a closed meeting pursuant to Texas Government Code § 551.071-076 for consultation concerning attorney-client matters, real estate, litigation, personnel, and security matters. The Board or committee reserves the right to enter into closed meeting at any time during the course of the meeting.
- 2. Consideration and approval regarding Resolution 5367 authorizing the award of contracts for Real Estate Legal Services to the following law firms: Fulbright & Jaworski, LLP, Reno & Cavanaugh, PLLC (SBE, WBE), Rose Molina Oliveros, P.C., (MBE, SBE), and Strasburger & Price, Attorneys At Law, on an as-needed basis, for an annual cumulative amount not to exceed \$250,000.00, for a period of one year with the option to renew four (4) additional one-year terms. (Alejandra Villarreal, Chief Administrative Officer)**
- 3. Consideration and appropriate action regarding Resolution 5369, authorizing an award of a lease contract to Canon U.S.A., Inc. through the Texas Department of Information Resources (DIR) Procurement, for print, fax, copy, scan multi-function devices (MFD), support and maintenance, which includes toner costs as needed for an annual cumulative amount not to exceed \$120,000.00 for a term of four years. (Ed Hinojosa, Chief Financial Officer; Jo Ana Alvarado, Director of Information and Technology).**
- 4. Consideration and appropriate action regarding Resolution 5372, authorizing the selection of Hunt Companies, Inc. for Development Services for a large parcel located at 7233 Snowden; the negotiation of development agreements; the submission of applications for financing; the creation of any necessary legal entities; the drafting of contracts for conveyance of the land; the retention of legal counsel; and other matters in connection therewith. (Kathy McCormick, Development and Neighborhood Revitalization Officer; Lorraine Robles, Assistant Director of Development and Neighborhood Revitalization Officer).**
- 5. Presentation regarding the Westside Reinvestment and Revitalization Initiative. (Kathy McCormick, Development and Neighborhood Revitalization Officer).**
- 6. Update and discussion regarding Choice activities relating to People, Housing and Neighborhood. (Kathy McCormick, Development and Neighborhood Revitalization Officer).**
- 7. Update and discussion regarding the SNAP-ED program, and potential funding opportunities. (Adrian Lopez, Director of Community Development Initiatives.)**

8. Update and discussion regarding project based permanent supportive housing program. (Deborah Aleman, Director of Assisted Housing Programs, David Nisivoccia, Chief Operating Officer).
9. Update and discussion regarding 2013 customer service survey results for housing programs. (Deborah Aleman, Director of Assisted Housing Programs, David Nisivoccia, Chief Operating Officer).
10. Closed session

Real Estate

Deliberate the management, purchase, exchange, lease or value of certain real properties and obtain legal advice regarding related legal issues pursuant to Texas Government Code Sec. 551.072 (real property) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney regarding the Victoria Commons market studies.

11. Adjournment.

Note: Whenever the Texas Open Meetings Act (Section 551.001 et seq. Of the Texas Government Code) provides for a closed meeting in matters concerning legal advice, real estate, contracts, personnel matters, or security issues, the Board may find a closed meeting to be necessary. For convenience of the citizens interested in an item preceded by an asterisk, notice is given that a closed meeting is contemplated. However, the Board reserves the right to go into a closed meeting at any other item, whether it has an asterisk or not, when the Board determines there is a need, and a closed meeting is permitted under Chapter 551 of the Texas Government Code that permits the closed meeting.

** Note: If a quorum of the Board of Commissioners attends the Committee Meeting, this meeting becomes a Special Meeting of the Board, but no Board action will be taken other than recommendations to the full board, unless the full Board is present.

BOARD OF COMMISSIONERS
Operations and Human Resources Committee

RESOLUTION 5367, AUTHORIZING THE AWARD OF CONTRACTS FOR REAL ESTATE LEGAL SERVICES TO THE FOLLOWING LAW FIRMS: FULBRIGHT & JAWORSKI, LLP, RENO & CAVANAUGH, PLLC (WBE), ROSE MOLINA OLIVEROS, P.C., (MBE, SBE), AND STRASBURGER & PRICE, ATTORNEYS AT LAW, ON AN AS-NEEDED BASIS, FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$250,000.00 FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW FOUR (4) ADDITIONAL ONE-YEAR TERMS.


Lourdes Castro Ramirez
President and CEO


Alejandra I. Villareal
Chief Administrative Officer


Timothy Alcott
Director of Legal Services

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5367 authorizing the award of contracts for Real Estate Legal Services to the following law firms: Fulbright & Jaworski, LLP, Reno & Cavanaugh, PLLC (SBE, WBE), Rose Molina Oliveros, P.C., (MBE, SBE), and Strasburger & Price, Attorneys At Law, on an as-needed basis, for an annual cumulative amount not to exceed \$250,000.00, for a period of one year with the option to renew four (4) additional one-year terms.

PURPOSE:

To provide legal services in connection with transactional real estate and construction matters, to include affordable housing financing, environmental law, title policies and claims, collections and workouts, receiverships, and specialized litigation to include land use, construction and real estate related matters. Services will be provided on an "as needed" basis during the term of the contract. This activity is aligned with SAHA's priority to preserve and expand our affordable housing assets.

FINANCIAL IMPACT:

The SAHA FY 2013-2014 operating budget provides funding for Real Estate Legal Services.

SUMMARY:

On June 18, 2013, SAHA issued a "Request For Proposals" (RFP) #1304-961-49-3991 for Legal Services – Real Estate, which closed on July 16, 2013. The RFQ was published on our website, Electronic State Business Daily (ESBD), La Prensa, the Hart Beat, various other venues and we direct solicited 20 local Attorneys-at Law and Legal Firms (See Advertisement List). A total of five (5) proposals were received in response to the RFP: Cohen & Grigsby, PC, Fulbright & Jaworski, LLP, Ross Molina Oliveros, P.C., (MBE, SBE), Reno & Cavanaugh, PLLC (SBE, WBE) and Strasburger, Attorneys At Law. All proposals were evaluated on experience, price, and strength of the Section 3 and SWMBE plans. Based upon the above factors, four highly rated law firms are being recommended for award based on the needs of the agency. (See Bid Tabulation).

Fulbright & Jaworski does not anticipate any new hires as a result of this contract, but they propose to use 3% of the net collections under this contract for job training by making college scholarships available to residents through a contribution to SAHA's Foundation. This law firm will also participate in SAHA's job fairs, assist residents with resume training or seminar, and will talk to or serve as mentors to college age residents who might have an interest in the legal field. Fulbright & Jaworski has represented SAHA on various mixed-income projects to include: Legacy at O'Connor, Artisan at Creekside, Legacy at Science Park, HemisView Village, Refugio Place, San Juan Square II, Rosemont at Highland Park, Sutton I, Midcrowne Seniors Pavillion Apts, The Mirabella, Costa Valencia Apartments, Converse Ranch I, Primrose @ Million Hills, Woodlawn Ranch, Artisan at Mission Creek, San Juan III, Costa Mirada Apartments, Woodhill, Artisan at Salado II, Sutton II, Costa

Almadena Apartments, Sutton Homes, San Juan Square Phase I, Converse Ranch II, Alhambra Senior, Elan Garden.

Reno and Cavanaugh's profile reflects they are an out-of-state SBE, WBE. Reno & Cavanaugh's Section 3 Good Faith Effort Compliance Plan includes providing training free of charge, valued up to 3% of the contract amount. Specifically, they will provide training to residents and resident organizations on their obligations and rights under 24 CFR part 964, as well as good governance practices for resident councils. Should the need arise to utilize outside business services in connection with this contract, Reno & Cavanaugh will use good faith efforts to retain a Section 3 Business to provide the service. Reno & Cavanaugh has extensive experience working in Texas, with transactions in El Paso, Galveston and San Antonio. In addition, they have provided representation to the San Antonio Housing Authority, Housing Authority of the City of Meridian, Colorado State University, Charleston-Kanawha Housing Authority, Indianapolis Housing Agency, Cuyahoga Metropolitan Housing Authority, the Center for Urban Families, and the Housing Authority Insurance Group.

Rose Molina Oliveros is certified by SCTRCA as a MBE and SBE. Their Section 3 Good Faith Effort Compliance Plan includes hiring and training one individual to succeed in the clerical field. Rose Molina Oliveros has prior experience working with the Lower Colorado River Authority, San Antonio River Authority, Guadalupe Blanco River Authority, CPS Energy, SAWS, Bexar County, Guadalupe Valley Electric Cooperative, Inc., Valero Energy Corporation, NuStar Energy LP and other "blue chip" clients in real estate transactions.

Strasburger & Price was an active participant in SAHA's 2013 Summer Youth Employment Program, employing two students. Additionally, Strasburger partners with Career Point College to serve as an externship site for students enrolled in the Legal Secretary Internship Program. Interns train at Strasburger and may qualify for employment consideration when vacancies are posted. Strasburger has a wide-ranging area of practice that allows the firm to handle the needs of governmental entities, start-ups, mid-sized and Fortune 500 companies, particularly those based in Texas. They have provided representation to the San Antonio Housing Authority, McKinney Housing Authority and Dallas Housing Authority. This law firm developed and remains the driving force behind Housing Authorities of Texas Symposium (HATS), of which 84 Housing Authorities are members.

ATTACHMENTS:

Company Profile
Resolution 5367
Bid Tabulation
Advertisement List

Company Profiles

Fulbright & Jaworski, LLP

Fulbright & Jaworski LLP is a member of Norton Rose Fulbright, a global legal practice. They provide the world's pre-eminent financial institutions and corporations with a full business law service and advise governments, public bodies and regulatory authorities

The company was founded in Houston in 1919 and maintains an office in San Antonio. Norton Rose Fulbright opened its San Antonio office in 1980, which has since grown into a full-service location with nearly sixty lawyers.

The law firm encompasses all aspects of commercial real estate, including acquisitions and dispositions of improved and unimproved real property, leasing, real estate loans and other financial accommodations and land development and land use regulatory matters. They negotiate and prepare architect contracts, construction contracts, construction management contracts, operating contracts, brokerage agreements and management agreements.

Strasburger & Price

Strasburger & Price was founded in 1939. They have offices in San Antonio and Austin as well as national and international offices. The firm approaches every case or transaction with the unique knowledge and insight that can only be acquired from close interaction with the clients. Partnerships like these allow them to know the clients well so we not only assist them in solving legal problems, but also help them identify and take advantage of business opportunities. Their wide range of expertise and size allows Strasburger & Price to handle all aspects of mid size to large size companies, particularly those in Texas. Strasburger is dedicated to practicing law the right way. Twenty seven attorneys in four offices were selected as "Best Lawyers in America" in 2009.

Reno & Cavanaugh, PLLC (WBE)

Reno & Cavanaugh, PLLC is a national law firm with offices in Washington, DC, Nashville, TN, and Columbia, MD with a mission to increase housing and business opportunities and strengthen communities across the country. From residential and mixed use projects, to office buildings, shopping centers, and transit-oriented developments, Reno & Cavanaugh structures transactions to bring the full slate of public and private resources to bear. They dedicate the same level of expertise to clients who work on smaller real estate transactions in rural areas and to those with larger projects in urban areas, and they share all the clients' deep commitment to improving and diversifying the housing and economic development opportunities in the communities they serve.

The firm was founded in 1977 to improve housing and communities throughout the country. From its inception, Reno & Cavanaugh has been at the forefront of housing and community development law and policy at a national level. The firm has worked on nearly every major affordable housing legislative reform since 1977, including the HOPE VI program, the Quality Housing and Work Responsibility Act of 1998 (QHWRA), the Native American Housing and Self Determination Act (NAHSDA), the federal Low Income Housing Tax Credit (LIHTC) program, the Moving to Work program (MTW), and the Choice Neighborhoods program, and are in discussions with respect to the Transforming Rental Assistance (TRA) proposal, elements of ARRA, and the Housing and Economic Recovery Act of 2008 (HERA).

RMO P.C.

Ross Molina Oliveros, P.C. is a San Antonio-based law firm whose practice extends throughout Texas and Oklahoma. The firm focuses on eminent domain, right-of-way, and real estate litigation and acquisition for pipeline and energy companies, municipalities, governmental and quasi-governmental entities and individuals.

The firm provides sophisticated legal representation and dedicated client service at cost-effective rates. Because the firm has represented both condemning authorities and landowners, they understand both sides of every issue and provide comprehensive guidance. The firm is experienced at every level of eminent domain, right-of-way, and real estate litigation and acquisition, whether at special commissioners' hearings (the administrative phase), the trial court level, or on appeal. They have drafted and negotiated a broad variety of real estate documents, including purchase and sale agreements, easements, leases, and title review. They have also provided research on cutting-edge legislative issues, including being asked by the Attorney General of Texas for advice on the landowner's bill of rights promulgated by that office.

**SAN ANTONIO HOUSING AUTHORITY
RESOLUTION 5367**

RESOLUTION 5367, AUTHORIZING THE AWARD OF CONTRACTS FOR LEGAL SERVICES REAL ESTATE ON AN AS NEEDED BASIS TO THE FOLLOWING LAW FIRMS: FULBRIGHT & JAWORSKI, LLP, RENO & CAVANAUGH, PLLC (WBE), ROSE MOLINA OLIVEROS, P.C., (MBE, SBE), AND STRASBURGER & PRICE, ATTORNEYS AT LAW, ON AN AS NEEDED BASIS FOR AN ANNUAL AMOUNT NOT TO EXCEED \$250,000.00, FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW FOUR (4) ADDITIONAL ONE YEAR TERMS.

WHEREAS, the Housing Authority of the City of San Antonio, Texas requires legal services in the area of complex real estate transactions on an occasional basis ;and

WHEREAS, a Request For Proposals (RFP) for real estate legal services was issued on June 18, 2013 and closed on July 16, 2013 and five (5) companies submitted their proposals for evaluation by the due date; and

WHEREAS, after evaluation of the proposals, four highly rated law firms are being recommended for award based on experience, price, strength of Section 3 and SWMBE plans as well as the needs of the agency; and

WHEREAS, Fulbright & Jaworski has represented SAHA in various real estate transactions to include: HemisView Village, Refugio Place, San Juan Square II, Artisan at Mission Creek, San Juan III, Costa Mirada Apartments, Woodhill, Artisan at Salado II, Sutton II, Costa Almadena Apartments, Sutton Homes, San Juan Square Phase I, Alhambra Senior and Elan Garden; and

WHEREAS, Reno and Cavanaugh is an out of state SBE, WBE firm that has extensive experience working on real estate transactions in El Paso, Galveston and San Antonio and representing numerous housing authorities, along with the Center for Urban Families and the Housing Authority Insurance Group; and

WHEREAS, Rose Molina Oliveros is certified by SCTRCA as a MBE and SBE and they have extensive prior experience working with Lower Colorado River Authority, San Antonio River Authority, Guadalupe Blanco River Authority, CPS Energy, SAWS, Bexar County, Guadalupe Valley Electric Cooperative, Inc., Valero Energy Corporation, NuStar Energy LP and other clients on real estate transactions; and

WHEREAS, Strasburger and Price has a wide-ranging area of practice that allows the firm to handle the needs of governmental entities, start-ups, mid-sized and Fortune 500 companies, particularly those based in Texas and have provided representation to many clients on real estate transactions; and

WHEREAS, all four firms have agreed to provide Section 3 assistance through training or scholarships and internships and have agreed to hire SWMBE firms when possible; and

WHEREAS, staff requests that the Board of Commissioners authorize the President and CEO or her designee to execute all documents to enter into these contracts.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of SAHA hereby:

- (1) Approves Resolution 5367, Authorizing the award of contracts for Legal Services Real Estate on an as needed basis to the following law firms: Fulbright & Jaworski, LLP, Reno & Cavanaugh, PLLC (WBE), Rose Molina Oliveros, P.C., (MBE, SBE), and Strasburger & Price, Attorneys At Law, on an as needed basis for an annual amount not to exceed \$250,000.00, for a period of one year with the option to renew four (4) additional one year terms.
- (2) Authorizes the President and CEO or her designee to execute all necessary documents associated with this contract.

Passed and approved the 7th day of November, 2013

Ramiro Cavazos
Chair, Board of Commissioners

Attested and approved as to form:

Lourdes Castro Ramirez
SAHA President and CEO

TABULATION						
Legal Services Real Estate						
1304-961-49-3991						
Criterion Description	Max Points Weight	RMO, P. C.	Fulbright & Jaworski	Reno & Cavanaugh	Cohen & Grigsby	Strasburger
Relevant experience:	1-5 65%					
Rater 1		4.00	5.00	5.00	3.75	4.00
Rater 2		3.00	5.00	5.00	4.00	4.00
Rater 3		3.00	5.00	5.00	3.00	4.00
Total Score		10.00	15.00	15.00	10.75	12.00
Average Score		3.33	5.00	5.00	3.58	4.00
Weighted Score		2.17	3.25	3.25	2.33	2.60
Strength of the Section 3 plan:	1-5 5%					
Rater 1		3.50	2.50	3.00	3.75	3.50
Rater 2		5.00	3.00	3.00	2.00	4.00
Rater 3		4.00	4.00	3.00	3.00	3.00
Total Score		12.50	9.50	9.00	8.75	10.50
Average Score		4.17	3.17	3.00	2.92	3.50
Weighted Score		0.21	0.16	0.15	0.15	0.18
Strength of the S/W/MBE plan:	1-5 5%					
Rater 1		2.75	2.50	1.50	1.50	2.75
Rater 2		5.00	4.00	3.00	3.00	4.00
Rater 3		5.00	3.00	4.00	3.00	3.00
Total Score		12.75	9.50	8.50	7.50	9.75
Average Score		4.25	3.17	2.83	2.50	3.25
Weighted Score		0.21	0.16	0.14	0.13	0.16
Cost	25%					
Score		4.66	3.23	4.63	4.07	4.43
Weighted Score		1.17	0.81	1.16	1.02	1.11
Section 3 Preference: A firm may qualify for Section 3 status for up to an additional 5 points.						
Priority 1: As detailed in Attachment D	5/.25					
Priority II: As detailed in Attachment D	4/.2					
Priority III: As detailed in Attachment D	3/.15					
Priority IV: As detailed in Attachment D	2/.1					
Tota Weighted Score		3.75	4.37	4.70	3.62	4.05

Advertisement List
Solicitation # 1304-961-49-3991
Legal Services Real Estate

Entity	Contact Name	Email	Method of Contact(Specify)
North San Antonio Chamber of Commerce	Renee Crittendon-Garcia	rcgarcia@northsachamber.com; dzucker@northsachamber.com	e-mail
The Greater San Antonio Chamber of Commerce	Julie Oltersdorf	julieo@sachamber.org	e-mail
Alamo City Black Chamber Of Commerce	Gwendolyn Robinson	gprobinson@thealamocitychamber.org info@alamocitychamber.org ; shall@alamocitychamber.org	e-mail
African American Chamber of Commerce of San Antonio	Lou Miller	blackchamber@aol.com	e-mail
Alamo Asian American Chamber of Commerce	Elva Adams	elva.adams@wellsfargo.com	e-mail
South San Antonio Chamber of Commerce	Tom Shaw	tshaw@southsachamber.org; simperial@southsachamber.org; agarza@southsachamber.org	e-mail
West San Antonio Chamber of Commerce	Gabe Farias	gfarias@westsachamber.org ; info@westsachamber.org; valerie@westsachamber.org	e-mail
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	e-mail
NAWBO San Antonio	Madeline Slay	Madeline@masarchitecture.com	e-mail
ACCION Texas	Celina Pena	cpena@acciontexas.org	e-mail
Women's Business Center	Martha Zurita	mzurita@acciontexas.org	e-mail
SA Chapter of the Associated General Contractors	Dana Marsh	dmarsh@sanantonioagc.org	e-mail
San Antonio Hispanic Chamber of Commerce	Ramiro Cavazos	ramiroc@sahcc.org; mariyaf@sahcc.org	e-mail
Hispanic Contractors Association de San Antonio	Clarissa Perez	exdir@hcadesa.org; admin@hcadesa.org	e-mail
American Institute of Architects	Laura Smith	laura@aiasa.org	e-mail
American Subcontractors Association	Elaine Garcia	elainegarcia@asasanantonio.org ; dawnthompson@asasanantonio.org	e-mail
Associated Builders and Contractors S. Texas Chapter	Steve Schultz	steve@abcsouthtexas.org	e-mail
Greater San Antonio Builders Association	Becky Oliver	oliverpub@aol.com	e-mail
National Alliance of Craftsmen Association	Victor Landa	arvelasquez01@yahoo.com	e-mail
Professional Engineers in Private Practice	Diane Hoskins	bexarpepp@sbcglobal.net	e-mail
Real Estate Council of San Antonio	Martha Mangum	martham@recsanantonio.com	e-mail
San Antonio Board of Realtors	Angela Shields	elena@sabor.com, lupe@sabor.com, Karen@sabor.com	e-mail

Advertisement List
Solicitation # 1304-961-49-3991
Legal Services Real Estate

Entity	Contact Name	Email	Method of Contact(Specify)
American Council of Engineering Companies - San Antonio (ACEC-SA)	Anne Whittington	anne@acectx.org	e-mail
Texas Society of Professional Engineers	Laura Campa	meghan@tspe.org , jennifer@tspe.org	e-mail
Builders Exchange	Edith Carmona	edith@virtualbx.com, sarra@virtualbx.com	e-mail
CDC News		plans@cdcnews.com	e-mail
Chinese Chamber of Commerce	Jerry Jin	jerry.jin@gsaccc.org; jing.hao@gsaccc.org	e-mail
Goodwill Industries	Clark Mosely	cmosley@goodwillsa.org maguilar@goodwillsa.org	e-mail
I Square Foot Plan Room	Erica Taylor	etaylor@isqft.com , agcquoin@isqft.com , saprojects@isqft.com	e-mail
Southwest Minority Supplier Diversity Council	Robert Casas	robert@smsdc.org	e-mail
South Central Regional Certification Agency	Ross Mitchell	rmitchell@sctrca.org, souber@sctrca.org	e-mail
TIBH Industries	Robert Olivo	robertolivo@tibh.org	e-mail
Texas Veteran's Commission	Willie Jackson	willie.jackson@tvc.state.tx.us	e-mail
UTSA Minority Business Center	Orestes Hubbard	orestes.hubbard@utsa.edu; jennifer.mort@utsa.edu	e-mail
Women's Business Enterprise	Avery Smith	bids@wbea-texas.org	e-mail
UTSA Procurement Technical Assistance Center	Terri Williams	terri.williams@utsa.edu; grace.garcia@utsa.edu	e-mail
CFMA	Tommy Wallace	cbluestein@cfma.org , wallacet@zhi.com; kimr@avacpa.com	e-mail
IEC	Julie Howard	jhoward@iecsanantonio.com , rvasquez@iecsanantonio.com	e-mail
MCA-SMACNA	Bob Pisors	mca-smacna@mca-smacna.org , bob.pisors@mca-smacna.org	e-mail
National Association of Women in Construction (NAWIC)	Sandee Morgan	nawicerin@gmail.com, nawicsatx@gmail.com	e-mail
SAABE	Melanie Goff	mg.assoc.mgmt@gmail.com; mikeh@rlworth.com	e-mail
San Antonio Masonry Contractors Association	Debbie Mason	samca@satx.rr.com	e-mail
MACB	Maria Monita	info@macb-sa.org	e-mail
Surety Association of South Texas, Inc.	Jim Swindle	jim@alamobonds.com	e-mail
NAHRO	Web Site	http://nahro.economicengine.com	e-mail
Public Purchase	Web Site	www.publicpurchase.com	e-mail
Entity	Contact Name	Email	Method of

BOARD OF COMMISSIONERS
Operations and Human Resources Committee

RESOLUTION 5369, AUTHORIZING AN AWARD OF A LEASE CONTRACT TO CANON U.S.A., INC. THROUGH THE TEXAS DEPARTMENT OF INFORMATION RESOURCES (DIR) PROCUREMENT, FOR PRINT, FAX, COPY, SCAN MULTI-FUNCTION DEVICES (MFD), SUPPORT AND MAINTENANCE, WHICH INCLUDES TONER COSTS AS NEEDED, FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$120,000.00 FOR A TERM OF FOUR YEARS.


Lourdes Castro Ramirez
President and CEO


Ed Hinojosa
Chief Financial Officer


Jo Ana Alvarado
Dir. of Information Technology

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5369, authorizing an award of a lease contract to Canon U.S.A., Inc. through the Texas Department of Information Resources (DIR) Procurement, for print, fax, copy, scan multi-function devices (MFD), support and maintenance, which includes toner costs as needed for an annual cumulative amount not to exceed \$120,000.00 for a term of four years.

PURPOSE:

This request is to strategically place multi-function devices (MFDs) in our core operation areas, to allow the organization to continue on its path toward meeting its paperless objectives. This MFD solution will decrease monthly costs by \$4200 for total cumulative savings over four years of \$201,600. This aligns with the SAHA Strategic Goal 3: Transform core operations to a high performing and financially strong organization.

FINANCIAL IMPACT:

The monthly cost for the MFDs, support, and maintenance, which includes delivering toner on an as-needed basis is estimated not to exceed \$10,000.00 monthly for an annual amount not to exceed \$120,000.00 and will be funded through the approved operating budgets. Over the four year lease, the agreement will not exceed \$480,000.00.

SUMMARY:

All copiers at SAHA's Central Office and property sites are currently set up as copier/fax only (no print capabilities), using a Texas Procurement and Support Services (TPASS) Agreement. All printing is currently being done on HP Printers. SAHA's current inventory includes 279 HP printers, and over 102 copiers and fax machines. Based on staff's analysis, the average cost to print on these devices is \$0.0264 for black and white, and \$0.1837 for color.

Following the analysis, staff found opportunities to eliminate the need of multiple devices by migrating print volumes to lower cost multi-function devices. The cost to print on Canon MFDs would be \$0.0067 for B/W at Central Office, \$0.0115 for property sites, and \$0.055 for color at both Central Office and property sites. Cost savings would be considerable.

Central Office:

Current B/W Volume: 217,033

Current Color Volume: 6,667

Current Monthly Cost:

\$9,234.47

Proposed Monthly Cost (same volumes) w/ new Canon MFDs:

\$6,186.85

Proposed Monthly Savings at Main Central Office:

\$3,047.62

Note: This will eliminate the need for 43 HP printers and supplies

Property Sites: (28 sites)

Current B/W Volume: 85,825

Current Monthly Cost: \$4,098.02

Proposed Monthly Cost (same volumes) w/ new Canon MFDs: \$3,029.87

Proposed Monthly Savings at Property Sites: \$1,068.15

Note: This will eliminate the need for 41 HP printers and supplies

Total Projected Monthly Savings: \$4,115.77

Total Projected Annual Savings: \$49,389.24

Total Projected Savings Over Four Years: \$201,600.00

The Cannon MFD machines will be able to handle high volumes of scanning with technological capabilities that will prepare SAHA to move toward its paperless goal and begin the next phase of the paperless initiative of document management, file retention, file archiving and overall organizational file management.

ATTACHMENTS:

Company Profile

Resolution 5369

MFD Print Plan (Central Office and 28 Property sites)

Canon Solutions America, INC.

Company Profile

Canon Solutions America's primary mission is to improve workflow efficiency and document processes in organizations of all sizes and industries, while helping them reduce waste. This is accomplished through the strategic implementation of services, technology, and support options that are unique to each customer's operational requirements. By cultivating a staff of expert representatives, technicians, analysts, engineers, and an administration that is dedicated to understanding the needs of our customers, we deliver on our mission with determination, professionalism, and the utmost integrity. As a subsidiary of Canon U.S.A., one of the most respected technology brands in the world, we uphold a commitment to the environment, the community, and the world at large.

We are a single-source solutions provider. Our hardware, software and third-party enablers combine for one of the most diverse portfolios in the industry.

We are a Canon U.S.A Company. The relationship we have with our parent company is a strong and valued one. We are committed to providing outstanding quality and value that lives up to the Canon name.

Canon office equipment is an industry leader. Being a recognized market share leader is not reason enough to partner with any company. It does, however, provide assurance that the technology is widely accepted and utilized in the ever-changing world of business. Staying ahead of the technological curve requires a commitment to excellence that never ceases...from research and development to manufacturing and marketing.

Our ability to draw upon the support of Canon U.S.A. and the technology they represent, while retaining the flexibility to create local programs that meet the specific needs of the markets we support, is a one-two combination rarely found in business.

The addition of services and vertical market solutions represents the level of commitment we have to supporting our customers. **We will continue to develop ways in which to improve our capabilities** and ultimately provide you with outstanding customer service.

SAN ANTONIO HOUSING AUTHORITY
RESOLUTION 5369

RESOLUTION 5369, AUTHORIZING AN AWARD OF A LEASE CONTRACT TO CANON U.S.A., INC. THROUGH THE TEXAS DEPARTMENT OF INFORMATION RESOURCES (DIR) PROCUREMENT, FOR PRINT, FAX, COPY, SCAN MULTI-FUNCTION DEVICES (MFD), SUPPORT AND MAINTENANCE WHICH INCLUDES TONER COSTS AS NEEDED FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$120,000.00 FOR A PERIOD OF FOUR YEARS.

WHEREAS, the Housing Authority of the City of San Antonio, Texas SAHA Strategic Goal 3 is to transform core operations to a high performing and financially strong organization; and

WHEREAS, cost savings in the printing and copier activities of the agency would further this goal; and

WHEREAS, staff has determined that by strategically placing multi-function (MFD) solution devices, SAHA will decrease monthly costs by \$4200 and by \$201,600 over the term of four years for supplies and rentals as well as excess costly devices and move us toward our paperless goal; and

WHEREAS, HUD encourages Housing Authorities to pursue intergovernmental and interagency purchasing agreements to simplify and expedite the procurement process and as a member of the Texas Cooperative Purchasing Program, SAHA is able to use the competitive solicitations of the Texas Department of Information Resources (DIR); and

WHEREAS, the Texas Department of Information Resources (DIR) has awarded several contracts for printing, faxing, copying and scanning equipment to Canon U.S.A., Inc., among others at very competitive rates; and

WHEREAS, staff have evaluated the awardees and recommends that Canon U.S.A., Inc. through Texas Department of Information Resources (DIR) be awarded a contract for Printing, Faxing, Copying, Scanning, Support and Maintenance that includes delivering toner on an as needed basis for a monthly cumulative amount not to exceed \$10,000.00; and

WHEREAS, staff requests that the Board of Commissioners authorize the President and CEO or her designee to execute all documents to enter into this 48 month lease contract for an annual cumulative amount not to exceed \$120,000.00.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of SAHA hereby:

- 1) Approves Resolution 5369, authorizing an award of a lease contract to Canon U.S.A., Inc. through the Texas Department of Information Resources (DIR) procurement, for print, fax, copy, scan multi-function devices (MFD), support and maintenance which includes toner costs as needed for an annual amount not to exceed \$120,000.00 for a period of four years.
- 2) Authorizes the President and CEO or designee to execute all necessary documents associated with this contract.

Passed and approved the 7th day of November, 2013

Attested and approved as to form:

Ramiro Cavazos
Chair, Board of Commissioners

Lourdes Castro Ramirez
SAHA President & CEO

Printer Number	Printer Group	Device Name	B&W Volume	B/W CPC	B/W Cost	Color Volume	Color Cost	Copier Cost	Total Cost	Recommendation	Proposed Equipment Cost	B/W Volume (\$0.0067)	Color Volume (\$0.055)	Total Proposed Cost	Total Proposed Savings
2	A	HP LaserJet 600 M602	12,968	\$0.0264	\$342.36	0	\$0.00		\$342.36						
1	A	hp LaserJet 4350	11,592	\$0.0264	\$306.03	0	\$0.00		\$306.03			0.0067	0.055		
	Copier	A	Imagistics IM2330	4,227		0	\$0.00	\$133.00	\$133.00						
	Fax	A	Brother FX3000	1,814		0	\$0.00	\$59.00	\$59.00						
Location: First Floor, Section 8, near Café			30,601	0	\$648.38	0	\$0.00	\$192.00	\$840.38	Canon iRA 6275	\$308.44	\$205.03	\$0.00	\$513.47	\$326.92
7	B	hp LaserJet 4350	2,205	\$0.0264	\$58.21	0	\$0.00		\$58.21						
8	B	hp LaserJet 4350	609	\$0.0264	\$16.08	0	\$0.00		\$16.08						
	Copier	B	Imagistics IM 2330	2,717		0	\$0.00	\$133.00	\$133.00						
	Fax	B	Brother FX3000	910		0	\$0.00	\$59.00	\$59.00						
Location: First Floor, CDI/FSS			6,441	0	\$74.29	0	\$0.00	\$192.00	\$266.29	Canon iRA 4035	\$173.55	\$43.15	\$0.00	\$216.70	\$49.58
13	C	HP Color LaserJet CP2025dn	23	\$0.0264	\$0.61	87	\$15.98		\$16.59						
25	C	HP LaserJet P4014	9,326	\$0.0264	\$246.21	0	\$0.00		\$246.21						
14	C	HP LaserJet P4014	1,402	\$0.0264	\$37.01	0	\$0.00		\$37.01						
	Copier	C	Canon iR 3225	9,334		0	\$0.00	\$139.99	\$139.99						
	Fax	C	Brother FX2100	500		0	\$0.00	\$59.00	\$59.00						
Location: First Floor, Public Housing / AOD			20,585	0	\$283.83	87	\$15.98	\$198.99	\$498.80	Canon iRA 4035	\$173.55	\$137.92	\$15.98	\$327.45	\$171.35
100	D	HP LaserJet 600 M602	10,104	\$0.0264	\$266.75	0	\$0.00		\$266.75						
101	D	hp LaserJet 4250	3,465	\$0.0264	\$91.48	0	\$0.00		\$91.48						
98	D	hp LaserJet 4350	2,256	\$0.0264	\$59.56	0	\$0.00		\$59.56						
99	D	hp LaserJet 4350	2,094	\$0.0264	\$55.28	0	\$0.00		\$55.28						
	Copier	D	Imagistics IM2330	3,833		0	\$0.00	\$133.00	\$133.00						
Location: First Floor, Section 8, outside 105			21,752	0	\$473.06	0	\$0.00	\$133.00	\$606.06	Canon iRA 6275	\$308.44	\$145.74	\$0.00	\$454.18	\$151.88
108	E	HP Color LaserJet 4700	68	\$0.0264	\$1.80	349	\$64.11		\$65.91						
107	E	hp LaserJet 4250	3,624	\$0.0264	\$95.67	0	\$0.00		\$95.67						
106	E	hp LaserJet 4350	1,410	\$0.0264	\$37.22	0	\$0.00		\$37.22						
	Copier	E	Imagistics IM 4511	19,088		0	\$0.00	\$258.00	\$258.00						
	Fax	E	Brother FX3000	1,227		0	\$0.00	\$59.00	\$59.00						
Location: First Floor, Section 8, South Parking Lot			25,417	0	\$134.69	349	\$64.11	\$317.00	\$515.80	Canon iRA 6275	\$308.44	\$170.29	\$64.11	\$542.84	-\$27.04
115	F	hp LaserJet 4250	14,828	\$0.0264	\$391.46	0	\$0.00		\$391.46						
113	F	hp LaserJet 4250	8,325	\$0.0264	\$219.78	0	\$0.00		\$219.78						
116	F	hp LaserJet 4250	2,887	\$0.0264	\$76.22	0	\$0.00		\$76.22						
	Copier	F	Toshiba 853			0	\$0.00	\$619.31	\$619.31						
	Fax	F	Brother FX3000	1,863		0	\$0.00	\$59.00	\$59.00						
Location: First Floor, Section 8			27,903	0	\$687.46	0	\$0.00	\$678.31	\$1,365.77	Canon iRA 6275	\$308.44	\$186.95	\$0.00	\$495.39	\$870.38
103	G	HP LaserJet 4350	4,111	\$0.0264	\$108.53	0	\$0.00		\$108.53						
	Copier	G	Imagistics IM3511	8,112		0	\$0.00	\$195.00	\$195.00						
Location: First Floor, Section 8 Additional Unit			12,223	0	\$108.53	0	\$0.00	\$195.00	\$303.53	Canon iRA 6275	\$308.44	\$81.89	\$0.00	\$390.33	-\$86.80
	Copier	H	Canon iR 3225	4,750		0	\$0.00	\$195.00	\$195.00						
112	H	HP LaserJet P2055dn	1,647	\$0.0264	\$43.48	0	\$0.00	\$0.00	\$43.48						
Location: First Floor, Lobby 104.07			6,397	0	\$43.48	0	\$0.00	\$195.00	\$238.48	Canon iRA 4035	\$173.55	\$42.86	\$0.00	\$216.41	\$22.07
26	I	hp LaserJet 4250	1,865	\$0.0264	\$49.24	0	\$0.00		\$49.24						
27	I	hp LaserJet 2430	1,320	\$0.0264	\$34.85	0	\$0.00		\$34.85						
28	I	HP LaserJet P3005	1,019	\$0.0264	\$26.90	0	\$0.00		\$26.90						
	Copier	I	Canon iR 2525	2,000		0	\$0.00	\$115.00	\$115.00						
Location: Second Floor, Section 8, outside 211			6,204	0	\$110.99	0	\$0.00	\$115.00	\$225.99	Canon iRA 4035	\$173.55	\$41.57	\$0.00	\$215.12	\$10.87
30	J	hp LaserJet 4250	4,409	\$0.0264	\$116.40	0	\$0.00		\$116.40						
29	J	hp LaserJet 4250	1,734	\$0.0264	\$45.78	0	\$0.00		\$45.78						
31	J	HP LaserJet P2055dn	1,330	\$0.0264	\$35.11	0	\$0.00		\$35.11						
32	J	HP LaserJet P2055dn	599	\$0.0264	\$15.81	0	\$0.00		\$15.81						
	Copier	J	Toshiba eStudio 453			0	\$0.00	\$498.00	\$498.00						
Location: Second Floor, Procurement / Workroom			8,072	0	\$213.10	0	\$0.00	\$498.00	\$711.10	Canon iRA 4035	\$173.55	\$54.08	\$0.00	\$227.63	\$483.47
47	K	HP LaserJet P4014	8,150	\$0.0264	\$215.16	0	\$0.00		\$215.16						
45	K	hp LaserJet 2430	2,717	\$0.0264	\$71.73	0	\$0.00		\$71.73						
46	K	hp LaserJet 2420	247	\$0.0264	\$6.52	0	\$0.00		\$6.52						
	Copier	K	Toshiba eStudio 255			0	\$0.00	\$121.17	\$121.17						
54	K	HP LaserJet 9000 Series	2,464	\$0.0264	\$65.05	0	\$0.00		\$65.05						
52	K	HP LaserJet P2055dn	629	\$0.0264	\$16.61	0	\$0.00		\$16.61						
58	K	HP LaserJet 500 color M551	14	\$0.0264	\$0.37	1,055	\$193.80		\$194.17						
56	K	HP LaserJet P4014	3,702	\$0.0264	\$97.73	0	\$0.00		\$97.73						
57	K	hp LaserJet 4250	2,840	\$0.0264	\$74.98	0	\$0.00		\$74.98						
Location: Second Floor, Fiscal			20,763	0	\$548.14	1,055	\$193.80	\$121.17	\$863.12	Canon iRA C5235	\$206.73	\$139.11	\$58.03	\$403.87	\$459.25
60	L	HP Color LaserJet CP3525	568	\$0.0264	\$15.00	3,383	\$621.46		\$636.45						
61	L	HP LaserJet P4014	3,577	\$0.0264	\$94.43	0	\$0.00		\$94.43						
	Copier	L	Canon iR A6055	9,756		0	\$0.00	\$277.45	\$277.45						
Location: Second Floor, Gen. Services / Lucas			13,901	0	\$109.43	3,383	\$621.46	\$277.45	\$1,008.34	Canon iRA C5235	\$206.73	\$93.14	\$186.07	\$485.93	\$522.40
86	M	HP LaserJet 500 color M551	27	\$0.0264	\$0.71	791	\$145.31		\$146.02						
89	M	HP Color LaserJet CP2025dn	24	\$0.0264	\$0.63	114	\$20.94		\$21.58						
85	M	hp LaserJet 2430	1,062	\$0.0264	\$28.04	0	\$0.00		\$28.04						
88	M	HP LaserJet P4014	1,059	\$0.0264	\$27.96	0	\$0.00		\$27.96						
	Copier	M	Toshiba eStudio 453			0	\$0.00	\$231.71	\$231.71						
Location: Second Floor, Executive			2,172	0	\$57.34	905	\$166.25	\$231.71	\$455.30	Canon iRA C5235	\$206.73	\$14.55	\$49.78	\$271.06	\$184.24
	Copier	N	Oce im 3511	2,902		0	\$0.00	\$195.00	\$195.00						
	Copier	N	Canon iR 3225	2,315		0	\$0.00	\$121.15	\$121.15						
Location: Second Floor, Homeownership / CDI			5,217	0	\$0.00	0	\$0.00	\$316.15	\$316.15	Canon iRA 4035	\$173.55	\$34.95	\$0.00	\$208.50	\$107.65
	Copier	O	Canon iRA C2030	3,843		0	\$0.00	\$175.54	\$175.54						
	Copier	O	Oce im 3511	3,533		0	\$0.00	\$152.00	\$152.00						
Location: Third Floor, Dev. Neighborhood Rev.			7,376	0	\$0.00	0	\$0.00	\$327.54	\$327.54	Canon iRA C5235	\$206.73	\$49.42	\$0.00	\$256.15	\$71.39
	Fax	P	Brother FX3000	500		0	\$0.00	\$59.00	\$59.00						
64	P	HP LaserJet 2420	1	\$0.0264	\$0.03	0	\$0.00	\$0.00	\$0.00						
65	P	HP LaserJet P2055x	113	\$0.0264	\$2.98	0	\$0.00	\$0.00	\$0.00						
66	P	HP Color LaserJet CP2025dn	44	\$0.0264	\$1.16	113	\$20.76	\$0.00	\$0.00						
Location: Second Floor, Information Technology			658	0	\$4.17	113	\$20.76	\$59.00	\$83.93	Canon iRA 400IF					

attachment-Canon PropSite-MFD-Plan

Device Name	B&W Volume	B/W CPC	B/W Cost	Copier Cost	Total Cost	Recommendation	Proposed Equipment Cost	B/W Volume (\$0.0115)	Total Proposed Cost	Total Proposed Savings
315 VANCE JACKSON RD TARRYTOWNE APTS	1,713			\$200.38						
HP LaserJet	N/A	\$0.0264	\$0.00							
HP LaserJet 2055dn	1,709	\$0.0264	\$45.12							
HP LaserJet	N/A	\$0.0264	\$0.00							
HP LaserJet 3005	149	\$0.0264	\$3.93							
Tarry Towne Apartments	3,571		\$49.05	\$200.38	\$249.43	Canon iRA 400iF	\$72.96	\$41.07	\$114.03	\$135.40
6405 S FLORES ST LEWIS CHATHAM APARTMENTS	2,103			\$170.07						
HP LaserJet P2055dn	1863	\$0.0264	\$49.18							
HP LaserJet P2055dn	261	\$0.0264	\$6.89							
Lewis Chatham Apartments	4,227		\$56.07	\$170.07	\$226.14	Canon iRA 400iF	\$72.96	\$48.61	\$121.57	\$104.58
5627 CULEBRTA RD WEST WAY APTS	0			\$121.15						
HP LaserJet P3010	1428	\$0.0264	\$37.70							
HP LaserJet P3010	3327	\$0.0264	\$87.83							
Westway Apartments	4,755		\$125.53	\$121.15	\$246.68	Canon iRA 400iF	\$72.96	\$54.68	\$127.64	\$119.04
906 W HULSACHE BLANCO APTS	0			\$121.15						
HP LaserJet P3010	1074	\$0.0264	\$28.35							
Blanco Apartments	1,074		\$28.35	\$121.15	\$149.50	Canon iRA 400iF	\$72.96	\$12.35	\$85.31	\$64.19
5320 BLANCO RD CASTLE POINT APARTMENTS	0			\$113.00						
HP LaserJet P2055dn	3001	\$0.0264	\$79.23							
Castle Point Apartments	3,001		\$79.23	\$113.00	\$192.23	Canon iRA 400iF	\$72.96	\$34.51	\$107.47	\$84.75
300 LABOR ST REFUGIO PLACE APARTMENTS	0			\$111.00						
HP LaserJet P3005	769	\$0.0264	\$20.30							
Refugio Place Apartments	769		\$20.30	\$111.00	\$131.30	Canon iRA 400iF	\$72.96	\$8.84	\$81.80	\$49.50
2618 NACOGDOCHES RD BELLA CLAIRE APTS ADMIN OFC	901			\$121.15						
HP LaserJet P2055dn	1318	\$0.0264	\$34.80							
Bella Claire Apartments	2,219		\$34.80	\$121.15	\$155.95	Canon iRA 400iF	\$72.96	\$25.52	\$98.48	\$57.46
11301 ROSZELL ST RUTLEGE APARTMENTS	1,035			\$121.15						
HP LaserJet 600 M602	1428	\$0.0264	\$37.70							
Rutledge Apartments	2,463		\$37.70	\$121.15	\$158.85	Canon iRA 400iF	\$72.96	\$28.33	\$101.29	\$57.56
1600 W LAWNSDALE DR PEACHILL APARTMENT	1,710			\$121.15						
HP LaserJet	N/A		\$0.00							
HP LaserJet	N/A		\$0.00							
Pecan Hill Apartments	1,710		\$0.00	\$121.15	\$121.15	Canon iRA 400iF	\$72.96	\$19.66	\$92.62	\$28.53
7700 INGRAM RD LEGACY AT CROWN MEADOWS	1,592			\$111.00						
Legacy at Crown Meadows Apartments	1,592			\$111.00	\$111.00	Canon iRA 400iF	\$72.96	\$18.31	\$91.27	\$19.73

attachment-Canon PropSite-MFD-Plan

Device Name	B&W Volume	B/W CPC	B/W Cost	Copier Cost	Total Cost	Recommendation	Proposed Equipment Cost	B/W Volume (\$0.0115)	Total Proposed Cost	Total Proposed Savings
1310 S BRAZOS ST PREVENTATIVE MAINTENANCE DEPT	241			\$93.26						
Preventative Maintenance Department	241			\$93.26	\$93.26	Canon iRA 400iF	\$72.96	\$2.77	\$75.73	\$17.53

attachment-Canon PropSite-MFD-Plan

Device Name	B&W Volume	B/W CPC	B/W Cost	Copier Cost	Total Cost	Recommendation	Proposed Equipment Cost	B/W Volume (\$0.0115)	Total Proposed Cost	Total Proposed Savings
722 S RIO GRANDE ST SPRINGVIEW APARTMENTS	1,909			\$111.00						
HP LaserJet P3005	234	\$0.0264	\$6.18							
HP LaserJet P2055dn	2138	\$0.0264	\$56.44							
HP LaserJet P2055dn	1535	\$0.0264	\$40.52							
HP LaserJet P2055dn	0	\$0.0264	\$0.00							
Springview Apartments	5,816		\$103.14	\$111.00	\$214.14	Canon iRA 400iF	\$72.96	\$66.89	\$139.85	\$74.30
2357 W SOUTHCROSS BLVD SOUTH SAN APARTMENTS	460			\$93.26						
HP LaserJet P2055dn	577	\$0.0264	\$15.23							
South San Apartments	1,037		\$15.23	\$93.26	\$108.49	Canon iRA 400iF	\$72.96	\$11.93	\$84.89	\$23.61
7180 OAKLAWN PIN OAK II	780			\$93.26						
HP LaserJet P2055dn	285	\$0.0264	\$7.52							
HP LaserJet P3010	0	\$0.0264	\$0.00							
Pin Oak II Apartments	1,065		\$7.52	\$93.26	\$100.78	Canon iRA 400iF	\$72.96	\$12.25	\$85.21	\$15.58
1021 S SAN EDUARDO AVE C/O RAYMUNDO RANGEL APTS	863			\$72.71						
HP LaserJet P3005	244	\$0.0264	\$6.44							
Raymundo Rangel Apartments	1,107		\$6.44	\$72.71	\$79.15	Canon iRA 400iF	\$72.96	\$12.73	\$85.69	-\$6.53
1310 S BRAZOS ST MAINTENANCE OPERATIONS	2,820			\$113.00						
Maintenance Operations	2,820			\$113.00	\$113.00	Canon iRA 400iF	\$72.96	\$32.43	\$105.39	\$7.61
7700 OAKDELL WAY ADMIN OFFICE	1,217			\$93.26						
Admin Office	1,217			\$93.26	\$93.26	Canon iRA 400iF	\$72.96	\$13.99	\$86.95	\$6.31
6118 PECAN VALLEY DR MATT GARCIA APTS	497			\$82.99						
HP LaserJet P2055dn	391	\$0.0264	\$10.32							
Matt Garcia Apartments	888		\$10.32	\$82.99	\$93.31	Canon iRA 400iF	\$72.96	\$10.21	\$83.17	\$10.14
1011 S BRAZOS ST ALAZAN/APACHE COURTS	12,447			\$218.54						
HP LaserJet P2055dn	1312	\$0.0264	\$34.64							
HP LaserJet P2055dn	4107	\$0.0264	\$108.42							
Alazan Apache Courts (1)	17,866		\$143.06	\$218.54	\$361.60	Canon iRA 400iF	\$72.96	\$205.46	\$278.42	\$83.18
HP LaserJet 600 M602	1902	\$0.0264	\$50.21							
HP LaserJet P2055dn	683	\$0.0264	\$18.03							
HP LaserJet P3005	717	\$0.0264	\$18.93							
HP LaserJet P4014	4611	\$0.0264	\$121.73							
HP Color LaserJet CP2025dn	398	\$0.0264	\$10.51							
Alazan Apache Courts (2)	8,311		\$219.41	\$0.00	\$219.41	Canon iRA 400iF	\$72.96	\$95.58	\$168.54	\$50.87
327 N FLORES ST VILLA HERMOSA APTS ADMIN OFC	140			\$72.71						
HP LaserJet P3010	822	\$0.0264	\$21.70							

attachment-Canon PropSite-MFD-Plan

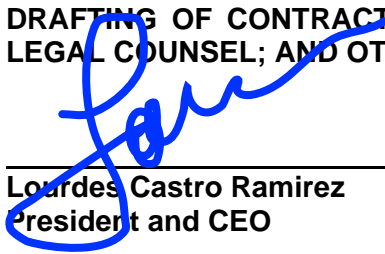
Device Name	B&W Volume	B/W CPC	B/W Cost	Copier Cost	Total Cost	Recommendation	Proposed Equipment Cost	B/W Volume (\$0.0115)	Total Proposed Cost	Total Proposed Savings
Villa Hermosa Apartments	962		\$21.70	\$72.71	\$94.41	Canon iRA 400iF	\$72.96	\$11.06	\$84.02	\$10.39
121 AVENUE M KENWOOD NORTH	2,158			\$93.26						
HP LaserJet P3005	1076	\$0.0264	\$28.41							
Kenwood North Apartments	3,234		\$28.41	\$93.26	\$121.67	Canon iRA 400iF	\$72.96	\$37.19	\$110.15	\$11.51

attachment-Canon PropSite-MFD-Plan

Device Name	B&W Volume	B/W CPC	B/W Cost	Copier Cost	Total Cost	Recommendation	Proposed Equipment Cost	B/W Volume (\$0.0115)	Total Proposed Cost	Total Proposed Savings
307 MARSHALL ST SAHA VILLA TRANCHESE	4,631			\$121.15						
HP LaserJet P2055dn	483	\$0.0264	\$12.75							
HP LaserJet P2055dn	2399	\$0.0264	\$63.33							
HP LaserJet P3005	95	\$0.0264	\$2.51							
Villa Tranchese Apartments	7,608		\$78.59	\$121.15	\$199.74	Canon iRA 400iF	\$72.96	\$87.50	\$160.46	\$39.29
3003 WEIR AVE COL GEORGE CISNEROS APTS	876			\$72.71						
HP LaserJet P2055dn	56	\$0.0264	\$1.48							
HP LaserJet P2055dn	744	\$0.0264	\$19.64							
George Cisneros	1,676		\$21.12	\$72.71	\$93.83	Canon iRA 400iF	\$72.96	\$19.27	\$92.23	\$1.60
4502 W MARTIN CHRIST THE KING APTS	1,008			\$72.71						
HP LaserJet P2055dn	738	\$0.0264	\$19.48							
Christ the King Apartments	1,746		\$19.48	\$72.71	\$92.19	Canon iRA 400iF	\$72.96	\$20.08	\$93.04	-\$0.85
2525 CASTROVILLE RD LA PROVIDENCIA APARTMENTS	0			\$59.00						
HP LaserJet 2420	1787	\$0.0264	\$47.18							
La Providencia Apartments	1,787		\$47.18	\$59.00	\$106.18	Canon iRA 400iF	\$72.96	\$20.55	\$93.51	\$12.67
4222 EL PASO ST MIRASOL OFFICE JOBS PLUS	1,217			\$72.71						
HP LaserJet P2055dn	738	\$0.0264	\$19.48							
Mirasol Jobs Plus	1,955		\$19.48	\$72.71	\$92.19	Canon iRA 400iF	\$72.96	\$22.48	\$95.44	-\$3.25
	85,825		\$1,178.58	\$2,919.44	\$4,098.02	(28) Units for (27) Properties	\$2,042.88	\$986.99	\$3,029.87	\$1,068.15

BOARD OF COMMISSIONERS
Operations and Human Resources Committee

RESOLUTION 5372, AUTHORIZING THE SELECTION OF HUNT COMPANIES, INC. FOR DEVELOPMENT SERVICES FOR A LARGE PARCEL LOCATED AT 7233 SNOWDEN; THE NEGOTIATION OF DEVELOPMENT AGREEMENTS; THE SUBMISSION OF APPLICATIONS FOR FINANCING; THE CREATION OF ANY NECESSARY LEGAL ENTITIES; THE DRAFTING OF CONTRACTS FOR CONVEYANCE OF THE LAND; THE RETENTION OF LEGAL COUNSEL; AND OTHER MATTERS IN CONNECTION THEREWITH.



Lourdes Castro Ramirez
President and CEO



Kathryn McCormick
Development Services & Neighborhood
Revitalization Officer

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5372, authorizing the selection of Hunt Companies, Inc. for Development Services for a large parcel located at 7233 Snowden; the negotiation of development agreements; the submission of applications for financing; the creation of any necessary legal entities; the drafting of contracts for conveyance of the land; the retention of legal counsel; and other matters in connection therewith.

PURPOSE:

To begin negotiations with the Hunt Development Group, headquartered in El Paso, Texas. This firm specializes in real estate development, investment and management. Hunt and its affiliates have more than \$13 billion in assets under management, including 144,583 multi-family housing units, and 8.3 million square feet of office, retail and industrial space. Hunt's previous housing authority projects include work for the El Paso Housing Authority, Eagle Pass Housing Authority, Abilene Housing Authority, Laredo Housing Authority, Grapevine Housing Authority, Odessa Housing Authority and others.

Hunt also has completed numerous Section 8 housing projects and tax credit property projects throughout Texas. Hunt has committed to the goals of the Section 3 program to provide low income residents with employment opportunities and will attempt to subcontract 30% of this project to Section 3 business concerns and to seek to employ up to 30% of its new hires on the project from qualified Section 3 individuals. This activity is consistent with SAHA's Affordable Housing Preservation & Expansion Policy and Work Plan.

FINANCIAL IMPACT:

None at this time. Financial details will be provided to the Operations and Human Resources Committee and Board of Commissioners, should negotiations be successful, and development plans near finalization.

SUMMARY:

On January 29, 2013, a Request for Proposals was issued for Development Services With or Without Local Unit-Based Subsidy Program or Capital Funds (large lots) to obtain proposals from qualified and experienced developers of sustainable, multi-phased, mixed-use, mixed-finance and mixed-income rental residential and retail space developments. The purpose of this RFP was to solicit development proposals, to assist SAHA in developing three vacant parcels at 5770 Culebra Road, 7223 Snowden Road and 7700 Ingram Road.

The solicitations closed on April 1, 2013, and SAHA received nine responses from five different developers. The companies that responded were as follows:

- Franklin Development
- Homesprings Realty Partner
- Hunt Development Group
- NRP Development
- Icon

The solicitations were evaluated May 3, 2013 by a committee of three SAHA staff members. Proposals were evaluated based on relevant experience, financial viability, quality of the development team, management plan, timeline, consistency, strength of the Section 3, and the strength of the S/W/MBE plan. After the initial review, interviews were set up for all proposers. These interviews were conducted on May 31, 2013 and June 3, 2013. The committee met again on July 16, 2013 to review each firm's pro forma. The committee worked with Finance staff to develop a template for bidders to provide information with pre-determined assumptions, so the pro formas would be consistent and the committee could judge the viability of the proposals. The final scoring was revised based on the new information and completed the week of October 1, 2013.

Given the Agency's current workload, including planning and development activities for The Park at Sutton Oaks, San Juan III, Wheatley Choice Neighborhood and Victoria Commons, and while it was determined that all the highest rated bidders were viable options; staff is recommending entering into negotiations with only one firm at this time, for the development of the Snowden Property.

ATTACHMENTS:

Company Profile
Resolution 5372
Bid Tab
Ad List

Company Profile

Hunt Development Group

Hunt Development Group was established in 1947. The company is headquartered in El Paso, Texas and has 1,100 full time employees throughout the United States and Europe. Hunt specializes in real estate development, investment and management. Hunt and its affiliates have more than \$13 billion in assets under management including 144,583 multi-family housing units, 8.3 million square feet of office, retail & industrial space. Hunt's previous housing authority projects include work for the El Paso Housing Authority, Eagle Pass Housing Authority, Abilene Housing Authority, Laredo Housing Authority, Grapevine Housing Authority, Odessa Housing Authority and others. Hunt also has completed numerous Section 8 housing projects and tax credit property projects throughout Texas. Hunt has committed to the goals of the Section 3 program to provide low income residents employment opportunities and will attempt to subcontract 30% of this project to section 3 business concerns and to seek to employ up to 30% of its new hires on the project from qualified section 3 individuals.

SAN ANTONIO HOUSING AUTHORITY

RESOLUTION 5372

RESOLUTION 5372, AUTHORIZING THE SELECTION OF HUNT COMPANIES, INC. FOR DEVELOPMENT SERVICES FOR A LARGE PARCEL LOCATED AT 7233 SNOWDEN; THE NEGOTIATION OF DEVELOPMENT AGREEMENTS; THE SUBMISSION OF APPLICATIONS FOR FINANCING; THE CREATION OF ANY NECESSARY LEGAL ENTITIES; THE DRAFTING OF CONTRACTS FOR CONVEYANCE OF THE LAND; THE RETENTION OF LEGAL COUNSEL; AND OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, SAHA wishes to strategically utilize the Snowden Property asset to further its goals and mission; and

WHEREAS, SAHA has identified Hunt Development Group as a potential development partner through a competitive process; and,

WHEREAS, SAHA has identified the Snowden Property as a suitable location for additional, multifamily rental housing; and,

WHEREAS, SAHA has created a Preservation and Expansion Policy that guides the use of its assets.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of SAHA hereby approves:

1. Resolution 5372, Authorizing the selection of Hunt Companies, Inc. for development services for a large parcel located at 7233 Snowden; the negotiaion of development agreements; the submission of applications for financing; the creation of any necessary legal entities; the drafting of contracts for conveyance of the land; the retention of legal counsel; and other matters in connection therewtih..

Passed and approved the 7th day of November, 2013.

RAMIRO CAVAZOS
CHAIR, BOARD OF COMMISSIONERS

Attested and approved as to form:

LOURDES CASTRO RAMIREZ
SAHA PRESIDENT and CEO

TABULATION Development Services for 3 Large Parcels-Presentations
1209-909-57-3901 - By Development Lot

Criterion Description	Max. Points Weight	Franklin Culebra	Hunt Culebra	Homespring Culebra	NRP Culebra	Hunt Ingram	Franklin Ingram	Hunt Snowden	Franklin Snowden	Icon Snowden
Relevant Experience : Developing sustainable mix-use (retail space and residential) urban infill developments etc.	1-5 20%									
Rater 1		5.00	3.50	5.00	4.00	5.00	4.00	5.00	5.00	3.00
Rater 2		4.00	3.00	4.00	4.00	4.00	4.00	4.00	2.00	4.00
Rater 3		4.00	4.00	3.00	3.00	5.00	3.00	5.00	3.00	3.00
Total Score		13.00	10.50	12.00	11.00	14.00	11.00	14.00	10.00	10.00
Average Score		4.33	3.50	4.00	3.67	4.67	3.67	4.67	3.33	3.33
Weighted Score		0.87	0.70	0.80	0.73	0.93	0.73	0.93	0.67	0.67
Financial Viability: Demonstrates and documents the financial ability to provide the services requested	1-5 10%									
Rater 1		4.50	3.00	4.00	3.00	5.00	4.50	4.50	4.50	3.00
Rater 2		4.00	3.00	4.00	4.00	3.50	3.00	3.50	2.00	3.50
Rater 3		4.00	4.00	2.00	3.00	5.00	3.00	5.00	3.00	3.00
Total Score		12.50	10.00	10.00	10.00	13.50	10.50	13.00	9.50	9.50
Average Score		4.17	3.33	3.33	3.33	4.50	3.50	4.33	3.17	3.17
Weighted Score		0.42	0.33	0.33	0.33	0.45	0.35	0.43	0.32	0.32
Team Organization : Development Team with demonstrated success in the previous development of multi-phased planning urban infill mixed-use development	1-5 10%									
Rater 1		5.00	3.50	4.00	3.50	5.00	5.00	5.00	5.00	3.00
Rater 2		4.00	4.00	4.00	2.50	5.00	4.00	5.00	3.00	2.50
Rater 3		4.00	4.00	2.00	2.00	5.00	4.00	5.00	4.00	2.00
Total Score		13.00	11.50	10.00	8.00	15.00	13.00	15.00	12.00	7.50
Average Score		4.33	3.83	3.33	2.67	5.00	4.33	5.00	4.00	2.50
Weighted Score		0.43	0.38	0.33	0.27	0.50	0.43	0.50	0.40	0.25
Management Plan: Provide a detailed Management Plan that clearly identifies key staff assigned to each of the development sites and their unique qualifications	1-5 10%									
Rater 1		5.00	3.00	4.00	3.50	4.00	4.50	4.50	4.50	3.00
Rater 2		4.00	4.00	3.50	3.00	4.00	4.00	5.00	3.00	3.00
Rater 3		4.00	3.00	3.00	3.00	5.00	3.00	5.00	2.00	3.00
Total Score		13.00	10.00	10.50	9.50	13.00	11.50	14.50	9.50	9.00
Average Score		4.33	3.33	3.50	3.17	4.33	3.83	4.83	3.17	3.00
Weighted Score		0.43	0.33	0.35	0.32	0.43	0.38	0.48	0.32	0.30
Timeline and Phasing Plan: Provide a detailed Timeline Phasing Plan that estimates and outlines the anticipated schedule to complete each of the development sites.	1-5 5%									
Rater 1		4.00	3.00	4.00	3.00	4.00	4.00	4.00	4.00	3.00
Rater 2		3.00	3.00	3.50	3.00	3.00	3.00	3.00	3.00	3.00
Rater 3		4.00	3.00	3.00	2.00	4.00	3.00	4.00	3.00	2.00
Total Score		11.00	9.00	10.50	8.00	11.00	10.00	11.00	10.00	8.00
Average Score		3.67	3.00	3.50	2.67	3.67	3.33	3.67	3.33	2.67
Weighted Score		0.18	0.15	0.18	0.13	0.18	0.17	0.18	0.17	0.13
Consistency: Provide a detailed Consistency with SAHA's Affordable Housing Preservation and Expansion Policy; Financial Return to SAHA:	1-5 15%									
Rater 1		5.00	3.50	3.00	3.00	5.00	5.00	5.00	5.00	2.50
Rater 2		3.00	3.00	3.00	2.00	3.00	2.00	3.00	3.00	3.00
Rater 3		4.00	3.00	2.00	3.00	5.00	3.00	5.00	3.00	3.00
Total Score		12.00	9.50	8.00	8.00	13.00	10.00	13.00	11.00	8.50
Average Score		4.00	3.17	2.67	2.67	4.33	3.33	4.33	3.67	2.83
Weighted Score		0.60	0.48	0.40	0.40	0.65	0.50	0.65	0.55	0.43
Strength of the Section 3 plan:	1-5 15%									
Rater 1		3.00	4.00	3.00	2.00	4.00	3.00	4.00	3.00	2.50
Rater 2		3.00	3.00	3.00	2.00	4.00	3.00	4.00	3.00	2.00
Rater 3		3.00	4.00	2.00	2.00	4.00	3.00	4.00	3.00	2.00
Total Score		9.00	11.00	8.00	6.00	12.00	9.00	12.00	9.00	6.50
Average Score		3.00	3.67	2.67	2.00	4.00	3.00	4.00	3.00	2.17
Weighted Score		0.45	0.55	0.40	0.30	0.60	0.45	0.60	0.45	0.33
Strength of the SW/MBE plan:	1-5 15%									
Rater 1		3.00	4.00	3.00	3.00	4.00	3.00	4.00	3.00	3.00
Rater 2		3.00	3.00	3.00	2.00	4.00	3.00	4.00	3.00	3.00
Rater 3		3.00	4.00	2.00	2.00	4.00	3.00	4.00	3.00	2.00
Total Score		9.00	11.00	8.00	7.00	12.00	9.00	12.00	9.00	8.00
Average Score		3.00	3.67	2.67	2.33	4.00	3.00	4.00	3.00	2.67
Weighted Score		0.45	0.55	0.40	0.35	0.60	0.45	0.60	0.45	0.40
to an additional 5 points.										
Priority I: As detailed in Attachment D	5 (.25)									
Priority II: As detailed in Attachment D	4 (.2)									
Priority III: As detailed in Attachment D	3 (.15)									
Priority IV: As detailed in Attachment D	2 (.1)									
Total Weighted Score		3.83	3.48	3.19	2.83	4.35	3.47	4.35	3.32	2.82

TABULATION											
Development Services for 3 Large Parcels 1209-909-57-3901											
Criterion Description	Max Points Weight	Franklin Culebra	Homespring Culebra	Hunt Culebra	NRP Culebra	Franklin Ingram	Hunt Ingram	Franklin Snowden	Hunt Snowden	Icon Snowden	Icon New Braunfels
Relevant Experience : Developing sustainable mix-use (retail space and residential) urban infill developments etc.	1-5 20%										
Rater 1		4.50	4.00	3.50	5.00	4.50	3.50	4.50	3.50	4.00	4.00
Rater 2		4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.00
Rater 3		4.00	3.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.00
Total Score		12.50	11.00	11.50	13.00	12.50	11.50	12.50	11.50	12.00	10.00
Average Score		4.17	3.67	3.83	4.33	4.17	3.83	4.17	3.83	4.00	3.33
Weighted Score		0.83	0.73	0.77	0.87	0.83	0.77	0.83	0.77	0.80	0.67
Financial Viability: Demonstrates and documents the financial ability to provide the services requested	1-5 10%										
Rater 1		3.50	4.00	3.00	4.00	3.50	3.00	3.50	3.00	4.00	4.00
Rater 2		3.00	4.00	3.50	4.00	3.00	3.50	3.00	3.50	3.50	3.00
Rater 3		3.00	4.00	3.00	4.00	3.00	3.00	3.00	3.00	3.00	3.00
Total Score		9.50	12.00	9.50	12.00	9.50	9.50	9.50	9.50	10.50	10.00
Average Score		3.17	4.00	3.17	4.00	3.17	3.17	3.17	3.17	3.50	3.33
Weighted Score		0.32	0.40	0.32	0.40	0.32	0.32	0.32	0.32	0.35	0.33
Team Organization : Development Team with demonstrated success in the previous development of multi-phased planning urban infill mixed-use development	1-5 10%										
Rater 1		4.00	3.00	3.00	4.00	4.00	3.00	4.00	3.00	3.50	3.50
Rater 2		4.00	3.00	4.00	2.50	4.00	4.00	4.00	4.00	3.00	3.00
Rater 3		4.00	3.00	4.00	3.00	4.00	4.00	4.00	4.00	3.00	3.00
Total Score		12.00	9.00	11.00	9.50	12.00	11.00	12.00	11.00	9.50	9.50
Average Score		4.00	3.00	3.67	3.17	4.00	3.67	4.00	3.67	3.17	3.17
Weighted Score		0.40	0.30	0.37	0.32	0.40	0.37	0.40	0.37	0.32	0.32
Management Plan: Provide a detailed Management Plan that clearly identifies key staff assigned to each of the development sites and their unique qualifications	1-5 10%										
Rater 1		4.00	4.00	3.50	4.00	4.00	3.50	4.00	3.50	4.00	4.00
Rater 2		4.00	3.50	4.00	3.00	4.00	4.00	4.00	4.00	4.50	3.00
Rater 3		4.00	3.50	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.00
Total Score		12.00	11.00	11.50	11.00	12.00	11.50	12.00	11.50	12.50	10.00
Average Score		4.00	3.67	3.83	3.67	4.00	3.83	4.00	3.83	4.17	3.33
Weighted Score		0.40	0.37	0.38	0.37	0.40	0.38	0.40	0.38	0.42	0.33
Timeline and Phasing Plan: Provide a detailed Timeline Phasing Plan that estimates and outlines the anticipated schedule to complete each of the development sites.	1-5 5%										
Rater 1		3.50	3.50	3.00	3.00	3.50	3.00	3.50	3.00	4.00	3.50
Rater 2		3.00	3.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Rater 3		4.00	3.00	3.00	3.00	4.00	3.00	4.00	3.00	3.00	3.00
Total Score		10.50	10.00	9.00	9.00	10.50	9.00	10.50	9.00	10.00	9.50
Average Score		3.50	3.33	3.00	3.00	3.50	3.00	3.50	3.00	3.33	3.17
Weighted Score		0.18	0.17	0.15	0.15	0.18	0.15	0.18	0.15	0.17	0.16
Consistency: Provide a detailed Consistency with SAHA's Affordable Housing Preservation and Expansion Policy; Financial Return to SAHA:	1-5 15%										
Rater 1		3.00	2.00	3.50	2.50	2.00	3.00	2.00	3.00	4.00	3.00
Rater 2		3.00	2.50	4.00	2.00	2.00	3.00	2.00	3.00	5.00	3.00
Rater 3		3.00	2.00	4.00	2.00	2.00	3.00	2.00	3.00	5.00	3.00
Total Score		9.00	6.50	11.50	6.50	6.00	9.00	6.00	9.00	14.00	9.00
Average Score		3.00	2.17	3.83	2.17	2.00	3.00	2.00	3.00	4.67	3.00
Weighted Score		0.45	0.33	0.58	0.33	0.30	0.45	0.30	0.45	0.70	0.45
Strength of the Section 3 plan:	1-5 15%										
Rater 1		3.00	3.00	3.00	2.00	3.00	3.00	3.00	3.00	2.50	2.50
Rater 2		3.00	2.00	3.00	2.00	3.00	3.00	3.00	3.00	2.00	2.00
Rater 3		3.00	2.00	3.00	2.00	3.00	3.00	3.00	3.00	2.00	2.00
Total Score		9.00	7.00	9.00	6.00	9.00	9.00	9.00	9.00	6.50	6.50
Average Score		3.00	2.33	3.00	2.00	3.00	3.00	3.00	3.00	2.17	2.17
Weighted Score		0.45	0.35	0.45	0.30	0.45	0.45	0.45	0.45	0.33	0.33
Strength of the SWMBE plan:	1-5 15%										
Rater 1		3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Rater 2		3.00	3.00	3.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00
Rater 3		3.00	3.00	3.00	2.00	3.00	3.00	3.00	3.00	3.00	3.00
Total Score		9.00	9.00	9.00	7.00	9.00	9.00	9.00	9.00	9.00	9.00
Average Score		3.00	3.00	3.00	2.33	3.00	3.00	3.00	3.00	3.00	3.00
Weighted Score		0.45	0.45	0.45	0.35	0.45	0.45	0.45	0.45	0.45	0.45
up to an additional 5 points.											
Priority I: As detailed in Attachment D	5 (.25)										
Priority II: As detailed in Attachment D	4 (.2)										
Priority III: As detailed in Attachment D	3 (.15)										
Priority IV: As detailed in Attachment D	2 (.1)										
Total Weighted Score		3.48	3.09	3.46	3.08	3.33	3.33	3.33	3.33	3.53	3.03

Advertisement List
Solicitation # 1209-909-57-3901
Development Services With or Without Local Unit-Based Subsidy Program or Capital Funds

Entity	Contact Name	Email	Method of Contact(Specify)
North San Antonio Chamber of Commerce	Renee Crittendon-Garcia	rcgarcia@northsachamber.com; dzucker@northsachamber.com	email
The Greater San Antonio Chamber of Commerce	Julie Oltersdorf	julieo@sachamber.org	email
Alamo City Black Chamber Of Commerce	Gwendolyn Robinson	gprobinson@thealamocitychamber.org info@alamocitychamber.org ; shall@alamocitychamber.org	email
African American Chamber of Commerce of San Antonio	Lou Miller	blackchamber@aol.com	email
Alamo Asian American Chamber of Commerce	Elva Adams	elva.adams@wellsfargo.com	email
South San Antonio Chamber of Commerce	Tom Shaw	tshaw@southsachamber.org; simperial@southsachamber.org; agarza@southsachamber.org	email
West San Antonio Chamber of Commerce	Gabe Farias	gfarias@westsachamber.org ; info@westsachamber.org; valerie@westsachamber.org	email
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	email
Women's Business Center	Martha Zurita	mzurita@acciontexas.org	email
SA Chapter of the Associated General Contractors	Dana Marsh	dmarsh@sanantonioagc.org	email
San Antonio Hispanic Chamber of Commerce	Mariya	mariyaf@sahcc.org	email
Hispanic Contractors Association de San Antonio	Clarissa Perez	exdir@hcalesa.org; admin@hcalesa.org	email
Builders Exchange	Edith Carmona	edith@virtualbx.com, sarraah@virtualbx.com	e-mail
CDC News		plans@cdcnews.com	e-mail
Chinese Chamber of Commerce	Jerry Jin	jerry.jin@gsaccc.org; jing.hao@gsaccc.org	e-mail
Goodwill Industries	Clark Mosely	cmosley@goodwillsa.org maguilar@goodwillsa.org	e-mail
I Square Foot Plan Room	Erica Taylor	etaylor@isqft.com, agcquoin@isqft.com, saprojects@isqft.com	e-mail

Advertisement List
Solicitation # 1209-909-57-3901
Development Services With or Without Local Unit-Based Subsidy Program or Capital Funds

Entity	Contact Name	Email	Method of Contact(Specify)
Southwest Minority Supplier Diversity Council	Robert Casas	robert@smsdc.org	e-mail
South Central Regional Certification Agency	Ross Mitchell	rmitchell@sctrca.org, souber@sctrca.org	e-mail
TIBH Industries	Robert Olivo	robertolivo@tibh.org	e-mail
Texas Veteran's Commission	Willie Jackson	willie.jackson@tvc.state.tx.us	e-mail
UTSA Minority Business Center	Orestes Hubbard	orestes.hubbard@utsa.edu; jennifer.mort@utsa.edu	e-mail
Women's Business Enterprise	Avery Smith	bids@wbea-texas.org	e-mail
UTSA Procurement Technical Assistance Center	Terri Williams	terri.williams@utsa.edu; grace.garcia@utsa.edu	e-mail
MACB	Maria Monita	info@macb-sa.org	e-mail
Texas ESBD	Web Site	https://portal.cpa.state.tx.us/	Posted
NAHRO	Web Site	http://nahro.economicengine.com	Posted
Public Purchase	Web Site	www.publicpurchase.com	Posted
San Antonio Board of Realtors	Angela Shields	elena@sabor.com, lupe@sabor.com, Karen@sabor.com	e-mail
CMC Commercial Realty Group			e-mail
First Industrial Realty Group			e-mail
Biltmore Construction and Development			e-mail
Maloney & Maloney			e-mail
Cleopatra Holdings			e-mail
Alfra Developers			e-mail
Franklin Development			e-mail
Timberwood Development			e-mail
Rtk Development			e-mail
Broadway Developments LTD			e-mail
Treana Development			e-mail
Oak Development			e-mail
Huriega Development			e-mail
Carleton Residential Properties			e-mail
Bakke Development Corp.			e-mail
Hogan Real Estate Services			e-mail
NRP Group LLC			e-mail
McCormack Barron Salazar			e-mail
Communities Group Corporate			e-mail
Embrey		melder@embreydc.com	e-mail
Asset Development		jacqueH@hccorp.org	e-mail

MEMORANDUM

To: Operations and Human Resources Committee

From: Lourdes Castro Ramirez, President and CEO

Presented by: Kathy McCormick, Development and Neighborhood Revitalization Officer
Beverly Watts Davis, Director, Choice Neighborhood Program

Subject: Update and discussion regarding Choice activities relating to People, Housing and Neighborhood.

SUMMARY

Work continues to progress on implementing the Choice Transformation Plan. Central to this implementation was a Neighborhood Workshop conducted by Consultant Michael Shubert. This workshop featured a neighborhood walk, so that participants could experience what Wheatley Court residents and neighbors encounter daily. Participants included City Planning leadership and staff, and representatives from Promise, Trinity University, Metro Health and SAISD. The participants committed personnel resources, creativity, policy development, funding, accessibility, and leadership and administration for implementing key neighborhood tasks. The outcome of the workshop included the following priority programs along with a rollout strategy.

Top 5 Neighborhood Strategies from the Michael Shubert workshop

1. A public relations campaign, marketing the history and assets of the eastside.
2. A community beautification and landscaping effort, with a small jobs component utilizing residents under Section 3. This program will include establishing a community tool shed with "Do-it-yourself" classes and will result in a Neighborhood Beautification Contest, with Most Improved House, Most Improved Block, etc.
3. An initiative to freeze property taxes for existing homeowners.
4. A program to develop crosswalks that provide the inspirational sayings and the history of the neighborhood, while and linking to improved transit shelters, parks and community facilities.
5. Street, curb and gutter improvements that facilitate and support "walkability" in the neighborhood.

Partnerships

A meeting was held with the University of Incarnate Word (UIW) to discuss further engagement with Choice. UIW committed to work with Choice to provide eye care to as many residents as possible, with a goal of delivering eye exams/eye care to all elementary and middle school youth in the Choice target area. UIW also committed to participate in the Physician's Forum and to support a Neighborhood Leadership Academy through their Civic Engagement Department.

SAHA is a partner in submitting grant applications to Wells Fargo with SAGE, Neighborhood Housing Services (NHS) and United Way to work with housing organizations, non-profits, and churches to acquire and rehabilitate single-family homes in the Choice target area and further economic development activities in the area.

SAHA has established a partnership with Citibank to implement a design-build competition for single-family residential homes. Citibank has provided \$30,000 to support this initiative. Staff will continue to solicit additional partners for the competition. SAHA has also approached BB&T Bank about partnering to support an employer-assisted housing initiative, focused on school employees, veterans, and other institutional employees.

People

The Choice Team, through the work of Urban Strategies, has completed 173 Case Management Full Assessments for residents with 50 full assessments remaining to be completed. In addition, 151 Relocation Assessments have been completed and provide insights regarding resident relocation preferences. Urban Strategies will complete the assessments by October 11, 2013.

The Health Committee has been launched, and is focused on:

- Increased access to health care services as measured by enrollment to primary care;
- Increase enrollment of Medicaid/Medicare eligible persons; and
- Increased health insurance coverage for those not Medicaid CHIP/Medicare eligible.

The results will be measured by utilizing existing formal data to provide the baseline and Wheatley Courts families' assessment data, collected by Urban Strategies to determine progress. The Committee will work with Healthcare Navigators, Metro Health healthcare liaisons, and Urban Strategies case managers to get disseminate information about the Affordable Care Act. A Physician's Forum will be held on October 16, 2013 at the Antioch Sports complex.

Housing

Voluntary relocation of the Wheatley Courts residents to newly constructed public housing units at The Park at Sutton Oaks is currently underway and will continue through December 2013. At present, four Wheatley families have been relocated to Sutton II. SAHA property management, Admissions and Occupancy and Urban Strategies continue to work with Wheatley families as new units become available weekly.

Mandatory relocation, in which all Wheatley residents will be issued a 90-day notice to vacate, has been proposed to begin November 1, 2013 and completed by January 31, 2013. SAHA staff has been working closely with SAISD and Promise Neighborhoods to insure there is as little disruption during the school year as possible for our children.

While a specific time frame for mandatory relocation has been agreed to, it is contingent upon the ability to provide Section 8 vouchers to Wheatley residents. SAHA has requested Tenant Protection Vouchers from HUD, however, due to the close of HUD's fiscal year 2013, it was determined that SAHA's request would need to be funded out of HUD's fiscal year 2014 budget. Unfortunately, due to the shutdown of the government, HUD is unable to obtain an approval of its proposed budget or process any requests. With the uncertainty of the duration of the governmental shutdown, an alternate solution has been proposed. SAHA may at its discretion utilize Section 8 vouchers out of its own inventory to facilitate the 90-day relocation process. This would require that the agency accept the denial of its request for a "Short-fall Set-aside" from HUD and not appeal the decision.

The Choice Development team has altered the redevelopment schedule to meet the needs of the SAISD and Promise Neighborhoods and believe the project can meet all other deadlines.

Any additional significant delays will jeopardize the team's ability to meet project funding and production deadlines, so these are being monitored very closely.

The Master Development Agreement was executed by MBS and is effective October 1, 2013. MBS continues to work diligently to procure consultants for the project and the status is as follows:

- Environmental Team has been selected
- Four (4) Surveyor firms are being interviewed this week. Final selection will be complete by October 7, 2013, with the contract executed by October 21, 2013.
- Architectural and engineering firm responses to the RFP were due October 2, 2013. A minimum of three (3) qualified firms will be interviewed by MBS. Interviews will be conducted October 8-9, 2013, with final selection made after consultation with SAHA by October 18, 2013 and the contract executed by October 31, 2013.

MBS and the development team continue meetings with the City of San Antonio's Planning and Public Works departments, as well as, CPS Energy and SAWS. A meeting was held Friday, October 4, 2013, to continue discussions to define the scope of work for the public improvements, including streetscape, water and sanitary lines. Once a scope has been agreed upon, cost estimates and funding requests will be updated and submitted to the City for all phases.

Neighborhood

The Metropolitan Planning Organization (MPO) Walkability Workshop was held on September 10, 2013, with significant resident and stakeholder participation. Participants utilized interactive maps to identify challenges and opportunities for improvement, related to a pedestrian-friendly neighborhood. The results will include a report summarizing:

- a. List of community concerns, which included problems with connectivity, street-lighting, transit and dangerous intersections;
- b. Short term fixes;
- c. Short and long term goals; and
- d. Increased opportunities for community engagement.

The Economic Development Committee has completed its first seven meetings and will begin preparing the Economic Development Plan for the area. The committee focused on business recruiting and potential costs, community events to showcase the Eastside, and creating small business incentives. The primary initial strategy is focused on business recruiting, with an emphasis on government contractors, Ft. Sam Houston, medical facilities, creative class businesses and franchise opportunities. Plans to recruit new businesses include: build out assistance to finish off existing space; creating accelerators for veteran-owned businesses; business co-ops offering shared support and planning; business façade improvements; plan competitions; and shared business spaces that include Wi-Fi.

FINANCIAL IMPACT

None at this time.

ATTACHMENTS

None

MEMORANDUM

To: Operations and Human Resources Committee

From: Lourdes Castro Ramirez, President and CEO

Presented by: Adrian Lopez, Director of Community Development Initiatives

RE: Update and discussion regarding the SNAP-Ed program and potential funding opportunities.

SUMMARY:

SNAP-Ed is a program aimed at improving nutrition and increasing physical activity among women, infants and children, through the provision of evidenced-based nutrition education offered through numerous public health approaches and community-based projects.

The SNAP-Ed goal is to improve the likelihood that persons eligible for the Supplemental Nutrition Assistance Program (SNAP) will make healthy food choices within a limited budget, and will choose physically active lifestyles consistent with the current Dietary Guidelines for Americans and U.S. Department of Agriculture (USDA) food guidance.

SNAP-Ed receives its funding from the federal administration (USDA), but is administered by the states.

Operations and Human Resources Chair Richard Gambitta helped to convene a meeting with SAHA representatives and health experts Bruce Pomer, Retired Executive Director of the Texas Association of Health Officers Association of California, and Lee Lane, retired Executive Director of the Texas Association of Local Health Officials. The discussion focused on the opportunities to pursue SNAP-Ed funding in Texas.

SAHA understands the importance of households having access to nutritious and healthy foods. In recent years, the agency began building community gardens (10 to date), in an effort to work with residents and to offer healthy food options. Further, staff has developed the farmers market with the local food bank and has actively promoted the use of SNAP (EBT) cards to purchase fresh produce. Staff is researching the idea of utilizing SNAP (EBT) cards to purchase seeds and food producing plants as an extension of these efforts.

Staff is further researching the SNAP-Ed funding opportunities, and is continuing to contact local agencies for potential partnership opportunities. A more detailed update will be provided at the October 17, 2013 Operations and Human Resources Committee meeting.

PROPOSED ACTION:

None at this time

FINANCIAL IMPACT:

None

ATTACHMENTS:

None

MEMORANDUM

To: Operations and Human Resources Committee

From: Lourdes Castro Ramirez, President and CEO

Presented by: Deborah Aleman, Director of Assisted Housing Programs,
David Nisivoccia, Chief Operating Officer

RE: Update and discussion regarding Project Based Permanent Supportive Housing Program

SUMMARY:

SAHA is committed to contributing to the national effort to put an end to: chronic homelessness, homelessness among veterans by 2015, and homelessness for families, youth, and children by 2020.

As you may recall, SAHA allocated 1,135 vouchers to serve some of the most vulnerable households. Pursuant to our strategic goal to expand affordable housing opportunities, the Assisted Housing Programs established a goal of implementing a project-based Permanent Supportive Housing Program (PSHP). To that end, SAHA began the planning phases of a PSHP initiative earlier this year. In May 2013, SAHA procured the Corporation for Supportive Housing (CSH) to assist in laying the groundwork, by analyzing data from the Point-in-Time Count, Homeless Management Information Systems (HMIS), and other resources, to identify the target population. Additionally, CSH is working with staff to identify supportive service resources and requirements for the supportive service match, as well as developing the Request for Proposal (RFP) for the program.

On July 3, 2013, staff held a roundtable discussion with local organizations that have expressed an interest in joining the effort to reduce and/or end homelessness in San Antonio. During the discussion, staff shared the analysis conducted by CSH to determine the target population, to ensure stakeholder consensus. An additional stakeholder meeting is planned for prior to issuance of the RFP. If all goes as planned, the RFP will be issued in November 2013 for up to 100 vouchers for the PSHP, and will allow 60 days for the submission of proposals. After the proposals have been rated, and a recommendation has been made, staff will submit a request for authorization to the Board of Commissioners, to enter into a contract for the PSHP at the next Operations and Human Resources Committee.

PROPOSED ACTION:

None

FINANCIAL IMPACT:

None

ATTACHMENTS:

None

MEMORANDUM

To: Operations and Human Resources Committee

From: Lourdes Castro Ramirez, President and CEO

Presented by: David Nisiyoccia, Chief Operating Officer
Deborah Aremán, Director of Assisted Housing Programs

RE: Update and Discussion regarding the 2013 Customer Service Survey Results for Housing Programs

SUMMARY:

The 2013 SAHA Customer Service Survey (CSS) results have been collected and analyzed. Housing departments were charged with increasing the number of survey responses received in 2012 by 20% and exceeded the goal. The number of Section 8 Assisted Housing Program (AHP) responses in 2012 increased by 137.5% in 2013, and the number of 2013 Public Housing (PH) responses in 2012 increased by 32.7%.

Most AHP respondents were pleased with the client service at their appointments and while visiting the lobby, but were unhappy with the amount of time it takes staff to return phone calls. Respondents from the PH program were dissatisfied with the safety of their communities. A majority of respondents from both programs were unaware of the other programs/events available to them, and they showed the most interest in educational programs. While most reported using their own car as a primary means of transportation, most also reported not having access to the Internet. Nearly 60% of respondents were unemployed, and most were not seeking work.

Methodology

The 2013 CSS consisted of 11 question groups, an “Additional Comments” section for written comments, and a section in which survey respondents could provide their contact information if they were interested in SAHA programs or services. Group 1 and groups 7-11 ask demographic questions (e.g., housing program, education, employment status, etc.). Groups 2-5 contain questions directly related to client satisfaction, and provide a 4-point scale for responses ranging from “Poor” to “Excellent.” Group 6 asked respondents about their knowledge of seven SAHA- and community-provided assistance programs, and provides a 5-point scale for responses ranging from “Not aware of the program” to “Have participated in the past.”

The 2013 CSS was distributed in *Neighbors* magazine on February 19, 2013. Survey cards were also distributed to AHP and PH staff with instructions to collect customer service satisfaction responses during eligibility, lease renewal and recertification appointments, from all clients who were willing to participate. Survey drop boxes were also made available in the AHP lobby, the main lobby, and PH property management offices.

Survey Responses

In 2013, SAHA collected a total of 3,042 survey responses (15.6% of all participants in both programs), as compared to 1,673 responses (8.7% of all participants) collected in 2012. This year's sample was larger than last year's sample by 6.9% of all program participants.

Table 1. Sample Size by Department – Two-year Comparison

	2012			2013		
	<i>n</i>	N	%	<i>n</i>	N	%
Assisted Housing Programs	784	13,143	6.0	1862	13,504	13.8
Public Housing	889	5,983	14.9	1180	5,935	19.9
Total	1,673	19,126	8.7	3,042	19,439	15.6

n = Total number of CSS respondents

N = Total number of program participants at survey closing date

Results

All respondents were most satisfied with the service they received at their appointments, and AHP respondents were relatively satisfied with lobby customer service. PH respondents were least satisfied with the safety and security of their communities, and AHP respondents were least satisfied with the promptness of returned phone calls.

Table 2. Client Service Satisfaction – Two-year Comparison

	2012		2013		
	AHP	PH	AHP	PH	
Client Services*	3.2	3.2	3.0	3.0	
Experience during appointment	3.4	3.3	3.3	3.3	
Service received from phone staff	3.0	3.2	2.9	3.1	
Promptly returned phone calls	2.8	3.0	2.6	2.9	
Lobby customer service	3.5	3.3	3.3	2.8	
Housing Quality and Community Safety Services*	3.0	2.9	3.0	2.7	
Quality and conditions of home	3.0	3.0	3.1	2.8	
Safety and security of community	2.9	2.7	2.9	2.6	
Maintenance and Inspection Services*	3.2	3.0	3.1	3.0	
Service from work order center	-	3.1	-	3.1	
Quality of repairs	-	3.1	-	3.0	
Time taken to complete repairs	-	2.9	-	2.9	
Service received from inspector	3.2	-	3.2	-	
Overall inspection experience	3.2	-	3.0	-	
	Mean	3.1	3.1	3.0	2.9
	Median	3.1	3.1	3.1	2.9

*The group score (bold) is the mean of the individual scores in the group

In each of the seven categories regarding available programs, clients reported they were unaware of the program/event. Respondents were least interested (19.4%) in the San Antonio Food Bank Project Hope Program and most interested (24.3%) in the Homeownership Program. Most respondents reported that they have participated (2.6%) or are currently participating in (12.1%) in the San Antonio Food Bank Project Hope Program. (See Table 6.) Respondents were most interested in education (28.1%) and health/wellness (23.6%) programs. Only 4.1% of respondents were interested in leadership training opportunities.

Table 3. Interest in Other Programs by Percentage

	AHP	PH	SAHA
Education	31.3	23.1	28.1
Job Training	16.4	12.1	14.8
Health/Wellness	19.8	29.7	23.6
Social Services	9.3	14.8	11.5
Leadership Training Opportunities	4.6	3.5	4.1
No Response	18.6	16.9	17.9

A majority of respondents (40.1%), including more than half of PH respondents (53.1%), reported being unemployed and not seeking work. The second largest subset (19.8%) reported being unemployed and seeking work. Only 11.8% of respondents were employed full time, and most part-time employees were not seeking other work.

Table 4. Reported Employment Status by Percentage

	AHP	PH	SAHA
Unemployed, not seeking work	31.8	53.1	40.1
Unemployed, seeking work	21.3	17.5	19.8
Part-time (less than 30hrs/week), not seeking other work	10.8	6.8	9.3
Part-time (less than 30hrs/week), seeking additional/other work	8.3	4.7	6.9
Full time (more than 30hrs/week), not seeking other work	11.2	4.7	8.6
Full time (more than 30hrs/week), seeking other work	3.8	2.3	3.2
No Response	12.8	11.0	12.1

Most respondents reported high school (48.7%) or some college (23.1) as their education level. The fewest respondents reported being a college graduate (4.7%) or having no educational experience (4.0%).

Table 5. Education Level by Percentage

	AHP	PH	SAHA
No educational experience	2.5	4.0	3.1
Elementary	8.6	12.1	10.0
High School	47.6	50.3	48.7
Some college	26.0	18.6	23.1
College Graduate	6.2	4.7	5.6
No Response	9.1	10.3	9.5

Table 6. Interest in SAHA- and Community-based Assistance Programs by Percentage

		Not Aware	Aware, Not Interested	Interested, Haven't Applied	Currently Participating	Have Participated in Past	No Response
Family Self-Sufficiency Program	AHP	51.6	13.6	18.2	5.7	3.3	7.5
	PH	44.7	20.3	12.4	5.7	3.8	13.2
	SAHA	48.9	16.2	15.9	5.7	1.8	9.7
Homeownership	AHP	46.7	15.3	27.5	2.1	1.1	7.4
	PH	40.6	21.9	19.3	1.9	2.2	14.0
	SAHA	44.3	17.9	24.3	2.0	0.8	9.9
Earned Income Disregard	AHP	67.0	10.2	7.2	1.5	1.2	12.9
	PH	49.7	18.5	8.8	2.8	1.9	18.3
	SAHA	60.3	13.4	7.8	2.0	0.8	15.0
Elderly Case Management	AHP	63.3	17.3	4.7	1.6	1.0	12.0
	PH	40.4	20.8	8.5	12.5	2.6	15.2
	SAHA	54.4	18.7	6.2	5.8	0.8	13.2
San Antonio Food Bank Project Hope Program	AHP	44.8	20.9	17.3	4.9	5.0	7.1
	PH	26.0	16.9	19.2	23.5	5.6	8.7
	SAHA	37.5	19.4	18.0	12.1	2.6	7.7
City of San Antonio Comprehensive Nutrition Program	AHP	58.5	16.2	11.5	3.3	2.2	8.3
	PH	36.4	18.4	15.4	15.0	5.6	9.2
	SAHA	49.9	17.1	13.0	7.8	1.8	8.6
Golden Gala	AHP	72.0	10.6	5.6	1.2	1.3	9.3
	PH	40.7	21.4	10.4	9.2	6.8	11.4
	SAHA	59.8	14.8	7.5	4.3	1.7	10.1

Percentages rounded to nearest 0.1 at calculation; the sum of each row ≈100%.

Most respondents reported not having access to the Internet (36.5%) or owning a computer or laptop (25.8%). Most PH respondents (48.1%) reported not having access to the Internet, and only 6.1% reported using a computer in the community center on property.

Table 7. Internet Access by Percentage

	AHP	PH	SAHA
I own a home computer or laptop	30.1	18.9	25.8
I use a computer in the community center on property	5.9	6.1	6.0
I use a computer in a community center off property	6.5	3.5	5.3
I use the internet from a phone	18.5	14.5	16.9
I do not have access to the internet	29.2	48.1	36.5
No Response	9.8	9.0	9.5

Most respondents reported having their own car (39.5%) or using the bus (25.8%) as their primary means of transportation. Only 1% of respondents used bikes as their primary means of transportation.

Table 8. Primary Means of Transportation by Percentage

	AHP	PH	SAHA
Car-I have my own car	43.9	32.5	39.5
Car-Someone else gives me a ride	20.7	19.8	20.3
Bike	0.8	1.4	1.0
Bus	21.9	32.0	25.8
Other	4.5	7.6	5.7
No Response	8.3	6.6	7.6

PROPOSED ACTION:

None

FINANCIAL IMPACT:

None

ATTACHMENTS:

None