

BOARD OF COMMISSIONERS



Operations and Choice Neighborhood
Committee Meeting
May 18, 2017



Creating Dynamic Communities Where People Thrive

BOARD OF COMMISSIONERS

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|--------------------------------------|-----------------------------------|------------------------------------|-------------------------------------|-------------------------------|----------------------------------|--------------------------------|
| Chairman Morris A. Stribling, DPM | Vice-Chairman Charles R. Muñoz | Commissioner Thomas F. Adkisson | Commissioner Francesca Caballero | Commissioner Charles Clack | Commissioner Marie R. McClure | Commissioner Jessica Weaver |
|--------------------------------------|-----------------------------------|------------------------------------|-------------------------------------|-------------------------------|----------------------------------|--------------------------------|

Operations and Choice Neighborhood Committee

Morris A. Stribling, DPM, Chair; Francesca Caballero, Member; Jessica Weaver, Member

President and CEO

David Nisivoccia

**San Antonio Housing Authority
Operations and Choice Neighborhood Committee or
**Special Board Meeting
2:00 p.m., Thursday, May 18, 2017**

The Board will convene for a Committee, or Special Board Meeting, at the Central Office of the San Antonio Housing Authority, 818 S. Flores St., San Antonio, TX, 78204, for discussion 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.

CHOICE NEIGHBORHOOD

2. Update and discussion regarding Wheatley Choice Neighborhood activities relating to People, Housing and Neighborhood (Timothy E. Alcott, Development Services and Neighborhood Revitalization Officer; Lorraine Robles, Director of Development Services and Neighborhood Revitalization; Arrie Porter, Senior Manager of Choice Neighborhood Program; Adrian Lopez, Director of Community Development Initiatives)

OPERATIONS

3. Consideration and appropriate action regarding Resolution 5729, authorizing the award of a contract for tree planting and maintenance services to R & C Landscape, LLC (ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for a period of one year with the option to renew two additional one-year terms; the annual cumulative amount for year one shall not exceed \$96,157.20, the annual cumulative amount for year two shall not exceed \$32,220.20, and the annual cumulative amount for year three shall not exceed \$16,110.10 (Steven Morando, Director of Procurement and General Services; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)
4. Consideration and appropriate action regarding Resolution 5727, authorizing the award of a contract for third-party management services to Orion Real Estate Services Texas, LLC, for 10 properties in the Beacon Portfolio, including: Cottage Creek I and II, Converse Ranch I and II, Courtland Heights, Reagan West, Monterrey Park, Towering Oaks, Woodhill and Villa De San Alfonso for an annual amount not to exceed \$620,000.00; for a period of one year with the option to renew for up to four additional one-year terms (Steven Morando, Director of Procurement and General Services; Kristi Baird, Assistant Director of Beacon Communities)
5. Consideration and appropriate action regarding Resolution 5728, authorizing the award of a contract for roof and window replacement at Madonna Apartments to Garland/DBS, Inc. through U.S. Communities Government Purchasing Alliance for an amount not to exceed \$770,550.00 (Steven Morando, Director of

Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)

6. Consideration and appropriate action regarding Resolution 5726, authorizing the award of a contract for roof replacement at Cross Creek Apartments to Garland/DBS, Inc. through U.S. Communities Government Purchasing Alliance for an amount not to exceed \$836,520.00 (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)
7. Consideration and appropriate action regarding Resolution 5708, authorizing the award of a contract for roof replacement at Lincoln Heights Courts to Garland/DBS, Inc. through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$4,884,264.00 (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)
8. Consideration and appropriate action regarding Resolution 5725, authorizing the award of a contract for computer literacy training to Catarina I. Velasquez (HABE) for an annual cumulative amount not to exceed \$70,000.00; for a period of one year with the option to renew for up to four additional one-year terms (Steven Morando, Director of Procurement and General Services; Richard Milk, Director of Policy and Planning)
9. Consideration and appropriate action regarding Resolution 5723, authorizing the President and CEO to renew or place insurance policies covering property, liability, cyber liability, excess/umbrella, directors and officers, employment practices, workers' compensation, automobile fleet, fiduciary, fidelity, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2017-2018, in an amount not to exceed \$2,950,000.00 (Diana Kollodziej Fiedler, Director of Finance and Accounting)
10. Update and discussion regarding closing of the Section 8 Tenant-Based Voucher waitlist (Brandee Perez, Director of Assisted Housing Programs)

11. *Closed Session:

Real Estate/Consultation with Attorney

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).

- East Meadows Update

Personnel/Consultation with Attorney

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.074 (personnel) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney and discussion of Board operating procedures

12. 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 on any other item, whether it has an asterisk, when the Board determines there is a need and a closed meeting is permitted.

** 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.

"Pursuant to § 30.06, Penal Code, (trespass by holder license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed handgun."

"Pursuant to § 30.07, Penal Code, (trespass by holder license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a handgun that is carried openly."

MEMORANDUM

To: Operations and Choice Neighborhood Committee

From: David Nisivoccia, President and CEO

Presented by: Timothy E. Alcott, Development Services and Neighborhood Revitalization Officer; Lorraine Robles, Director of Development Services and Neighborhood Revitalization; Arrie Porter, Senior Choice Neighborhood Manager; Lori Hall, Assistant Director of Real Estate and Homeownership; Adrian Lopez, Director of Community Development Initiatives

RE: Update and discussion regarding Wheatley Choice Neighborhood activities relating to People, Housing and Neighborhood

SUMMARY:

The following describes activities related to the three core components of the Choice Neighborhood Initiative: People, Housing and Neighborhood. The activities are associated with metrics submitted to the United States Housing and Urban Development (HUD) Department on both a quarterly and annual basis.

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| SAFETY-BYRNE GRANT |
| General |
| <p>Accomplishments: The Byrne Criminal Justice Innovation (BCJI) Grant was extended to September 30, 2017, to allow current and future activities to continue.</p> <p>Staff was cleared with the Department of Justice (DOJ) to implement several new initiatives with additional BCJI funds. Staff is awaiting the final approval of these activities before commencing.</p> |
| Community Engagement Patrols (CEP) |
| <p>Accomplishments: The CEP program continues to receive positive response from businesses, customers and residents in the targeted hot spots. As of May 5, 2017, 146 patrol days have occurred for 983 positive “contacts” and 221 pedestrian stops. The patrols are funded to continue through July 2017.</p> |
| Group Violence Intervention (GVI) |
| <p>Accomplishments: The GVI Program began on December 1, 2016. The program is administered by San Antonio Fighting Back and funded by the San Antonio Police Department (SAPD).</p> <p>GVI staff have begun conducting “Custom Notification” home visits to individual gang members in and around the Choice Neighborhood Initiative (CNI) footprint to engage in services and deter from violence. A total of nine Custom Notifications have been conducted on high-risk group members or their associates. Ten high-risk individuals are currently on the GVI Caseload receiving re-entry services. A “Call-in” Group meeting</p> |

with the violent criminal groups occurred on April 18, 2017, with 15 gang members from Bexar County Adult Probation and US Federal Probation. Several of these gang members are now obtaining reentry services.

GVI staff have also conducted six “shooting victim responses” to victims of recent shootings in and around the Eastside Promise Zone target area. Staff is also conducted a neighborhood cleanup on May 13, 2017, with Denver Heights Neighborhood Association, the Office of Eastpoint, and Crosspoint, Inc.

Growing Gevers

Accomplishments:

The Byrne Grant is awaiting DOJ approval to move forward on several activities, including providing Gardopia Gardens funds to start a small community garden on Hays/New Braunfels (just a few blocks from the main school corridor).

PEOPLE

CHOICE CASE MANAGEMENT

Wheatley Households +

Objectives/Metrics:

152 Wheatley households remain on housing assistance

141 households are no longer receiving housing assistance. Exit reasons include: evictions, abandonment, leaving after giving a 30-day notice to SAHA and death of head of household.

Accomplishments:

126 households are receiving housing assistance and *case management

26 households are receiving housing assistance but have not been responsive to case management

8 households are not receiving housing assistance but are being case managed

FY 2017 Target:

Urban Strategies will continue to reach out to all eligible families and offer case management services. All former Wheatley residents who are actively housed by the San Antonio Housing Authority (SAHA) receive monthly updates on activities of the Housing Authority and neighborhood news.

Notes:

*Case Management-Households who have agreed to participate in capacity building activities.

+Since April 2012 (grant submission), cumulatively, there have been 293 Wheatley households. In September 2013, when Urban Strategies came onboard, 243 remained on housing assistance either at Wheatley or in other SAHA programs. At time of relocation, 205 households remained at Wheatley and therefore received relocation assistance.

CHOICE EMPLOYMENT

Objectives/Metrics:

Baseline In Sept 2013

55

Accomplishments:

2017 Qtr 1 HUD Metric Report

FY 2017 Target:
58 percent of the able-bodied population will be employed

***Able-bodied Residents: 117**

Objectives/Metrics:

* Individuals between the ages of 19-65 years of age and not disabled.

Accomplishments:

72 (41 full-time and 31 part-time)

Urban Strategies case management services is a direct cause of the employment retention and attainment for all 72 employed residents.

11 of the 72 employed residents are also in training.

28 Residents are in training

Number placed in jobs within three months completion of training: **2**

28 able-bodied former Wheatley residents are unengaged.

Urban has referred 26 of its unengaged population to the Housing Authority's Jobs Plus staff to residents with employment services.

Jobs Plus East (JPE)

Objectives/Metrics:

Increase the number of residents employed.

Accomplishments:

The Jobs Plus program now has 133 adult members. Currently, 66 adult members are working, and 31 of those gained employment through participation in Jobs Plus. There are 52 members currently participating in general and career pathway training.

In April 2017, Jobs Plus provided outreach to 74 families by participating in 7 different Eastside community events. Families were presented information on the Jobs Plus Program and the Dual Generation Collaborative. Events included: one Promise Zone to Work presentation, South Texas Leadership Orientation, East Meadows Resource Fair, Field Day at Woodard Park, Dual Gen Family Celebration, Principle Coffee at Bowden, and SAHA's Early Engagement Programs. 15 adults completed Jobs Plus interest forms at these events.

Jobs Plus staff introduced a partnership with South Texas Leadership Center, which provides a non-traditional high school diploma program, the curriculum follows the recommended standards set forth by Texas Education Agency (TEA). Students work at their own pace, and meet weekly at the Jobs Plus office to turn in assignments, receive tutoring and to get new assignments. 7 members attended orientation, and 6 have enrolled and are currently pursuing their diploma.

Two Wheatley relocated residents are currently employed through the Jobs Plus Program as Community Coaches, and all community coach positions have been filled.

14 Jobs Plus families are continuing to receive child care services paid through the partnership with United Way/Eastside Promise Neighborhood. This allows the parents in these households to attend work, adult basic education and/or vocational training.

The Jobs Plus Program Manager position has been filled, and the selected candidate is in place.

FY 2017 Target:

138 enrolled, and 42 placed in employment

CHOICE TRAINING METRICS

Objectives/Metrics:

28: residents enrolled in job training

Accomplishments:

- 6: Adult High School Diploma Program
- 2: Bachelor's Degree
- 1: Associate's Degree
- 1: ESL
- 12: Workforce training
- 27: residents have completed job training to date

CHOICE HEALTH

Objectives/Metrics:

Baseline of the number of residents without health insurance in September 2013
 99: residents fall within the Medicaid gap

Accomplishments:

Twenty-nine families have been referred and obtained services by the University of the Incarnate Word nurses either in their homes or at the UIW Bowden Clinic. Adults and children have been referred to appropriate providers as needed. Referrals were made to the following agencies: Healthy Texas Women Program and counseling services at the UIW Nursing School. University Health Systems will serve as the medical home for uninsured families, who will receive guidance and assistance in applying for CareLink, a medical services payment plan based on income. Ten formerly uninsured mothers have applied and received primary care from the Healthy Texas Women's program. The UIW School of Public Health is also working in partnership with Urban Strategies and the Wheatley Community School. Students and faculty from this program have office hours at the school one day per week. They provide health classes for adults and school children on nutrition, exercise, and the importance of having a medical home. They also provide vaccinations for adults and children. On their first day at the Wheatley Community School (WCS) over 25 vaccinations were administered to 15 people (both adults and children). This project has been in place for three weeks.

As a result, the Partner Collaborative meeting held on May 3, 2017, partners identified the lack of mental health services available to women and youth within the community. Partners agreed to create a Mental

1 occupied

FY 2017 Target:

Complete 128 replacement units before end of FY 2017

Phase II - East Meadows Multi-Family Housing (215 Units)

Objective:

Complete 215 multifamily units by August 2017

Accomplishments:

As of April 30, 2017, the latest data available, the project is estimated to be at 92.16 percent complete.

All Block A and B Buildings have received a Certificate of Occupancy (CoO). All 24 Buildings have been turned over to MBS Property Management. 67 of 129 units have been leased and are occupied.

Buildings 25, 26, 27, 28 and 29 at Block C received CoO and Building 30 received Temporary Certificate of Occupancy (TCO). All building exteriors and parking lots are under construction. Landscaping and site amenities in progress.

All Block D Buildings have received TCO's. Buildings 37 and 38 have exterior siding and masonry installed. The windows and roof have been rehabbed to prevent water infiltration. The interiors are being finalized in preparation to begin Mechanical, Electrical and Plumbing (MEPs) in preparation for insulation and drywall.

Occupancy by Unit Type

| TYPE | UNITS AVAILABLE | OCCUPIED LAST WEEK | OCCUPIED THIS WEEK |
|------------------|------------------------|---------------------------|---------------------------|
| LIHTC/HIGH HOME | 9 | 4 | 6 |
| MARKET | 33 | 12 | 21 |
| PUBLIC HOUSING | 47 | 16 | 20 |
| LIHTC | 35 | 10 | 13 |
| PBV | 4 | 0 | 1 |
| MODEL(1PH = 1LI) | 2 | 0 | 0 |
| TOTAL | 130 | 42 | 61 |

FY 2017 Target:

Complete project by August 2017, and have full occupancy by November 11, 2017.

Phase III - Wheatley Park Senior Living - Senior Building (80 Units)

Objective:

Develop 80 affordable units for seniors 62 years old and older

Accomplishments:

Building framing work completed. Sheathing work completed. Roof trusses installation completed. Windows installation is 50 percent completed. MEP rough-in is ongoing. The overall project is at 34.9 percent. The project is currently on schedule.

FY 2017 Target:

50 percent construction complete by June 30, 2017

Phase IV - East Meadows II Multi-Family Housing (119 Units)

Objective:

Obtain an allocation of 9 percent LIHTC by July 31, 2017.

Accomplishments:

As of April 2017, 37 percent will have been expended from the East Meadows II predevelopment budget.

No additional draws have been received since the end of March.

MBS and SAHA continue monitoring TDHCA for any application deficiencies. Deficiency notice was issued and a response was provided on May 3, 2017. TDHCA tax credit award pending until July 2017.

On April 12 and 13, 2017, MBS, SAHA and BSAG held design review and green initiatives meetings with BSAG and Green Enterprises to discuss project sustainability.

SAHA and MBS conducted interviews with 3 contractors that responded to RFQ. Recommendation from MBS is pending.

70 percent Design Development Drawings are being reviewed, and MBS has scheduled a drawing review meeting with CoSA Development Services on May 16, 2017.

MBS estimates that drawings should be at 90 percent complete by the end of June 2017 per project architect.

FY 2017 Target:

Submission of competitive 9 percent LIHTC application for East Meadows II

Public Improvements Construction

Objective:

Completion of Public Improvements (PI) for East Meadows and Wheatley Park Senior Living by October 15, 2017.

Accomplishments:

All sidewalks, curbs and ramps as well as asphalt and landscaping work completed except the area surrounding Wheatley Park Senior Living Project. PI contract suspended to allow Senior building contractor to complete the building exteriors. It's anticipated that PI contractor will resume the work around Senior Building by mid September 2017.

The project is at 98.76 percent.

The construction team has coordinated the public improvement construction with CoSA, SAWS and utility company representatives.

The TDHCA deadline for buildings to be placed in service has been met.

FY 2017 Target:

Substantial completion of Public Improvements by March 15, 2017.

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| <p>Non-Replacement Housing - Phase I</p> <p>Objective: Development and lease-up of 376 non-replacement units.</p> <p>Accomplishments: Phase I - The Park at Sutton Oaks – 159 non-replacement units were complete as of June 17, 2014, and is currently 96 percent occupied.</p> <p>Phase II - East Meadows - 78 non-replacement units were completed as of April 30, 2017, with 51 percent occupied.</p> <p>FY 2017 Target: Completion of 295 non-replacement units by June 30, 2017.</p> |
| NEIGHBORHOOD |
| CRITICAL COMMUNITY IMPROVEMENTS (CCI) |
| Administrative–CCI Plan |
| <p>Accomplishments: Implementation of all 6 CCI Strategies.</p> <p>FY 2017 Target: The Choice Neighborhood Coffee was held on April 26, 2017. Information on the 2017-2022 Bond and Green Enterprise Construction was presented.</p> |
| Infill - Vacant Lots |
| <p>Accomplishments: Staff has secured 7 properties in Target Area I (TA I) and negotiating with five additional property owners. Phase II Target Area locations have been determined and the environmental report is 95 percent complete. New Home Design Guidelines are complete and staff is preparing a RFP for Builders. Staff is exploring potential buyers for two SAHA-owned non buildable properties in TA I.</p> <p>FY 2017 Target: Reduce the number of vacant and abandoned properties in the Choice footprint and build 40 new homes.</p> |
| Owner Occupied Rehab |
| <p>Accomplishments: Rehabilitation activities have begun on one home (\$33K improvements). Finalizing the scopes of work on two properties. Merced having difficulty getting one homeowner to respond to staff requests in a timely manner. Merced is making multiple attempts to reach homeowners in TA I and posting signs in participants' front yards. DSNR staff to identify a neighborhood leader to assist with marketing of program.</p> <p>FY 2017 Target: Rehabilitate 27 homes in the Choice footprint.</p> |

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| Business Facade Restoration |
| <p>Accomplishments: Five new Choice Facade grants were awarded, bringing the total number of awards to 10. Applications will be referred to environmental consultant for assessment.</p> <p>FY 2017 Target: Award up to 12 grants for qualifying businesses (10 awarded, 2 remaining, 1 of which is under review, for scope adjustment)</p> |
| Urban Farm |
| <p>Accomplishments: Community rollout meetings were completed. Environmental assessment is completed. Staff is working with the contractor, Intelligent Engineering Services to complete Platting process. Completion of this process will take up to six months.</p> <p>FY 2017 Target: Develop Urban Farm in the Footprint</p> |
| Good Samaritan Veterans Outreach and Transitional Center |
| <p>Accomplishments: Center is 67 percent complete. Construction is on schedule for completion in June 2017. Cornerstone Ceremony took place on Wednesday, April 26, 2017.</p> <p>FY 2017 Target: Economic Opportunity</p> |
| Neighborhood Beautification |
| <p>Accomplishments: Staff has met with CoSA staff to determine plausibility of the City donating trees and the majority of supplies. CoSA is committed to providing necessary trees and supplies for planting, which enables Choice staff to concentrate on maintenance. A bid has been posted to identify a contractor to install and maintain trees for three years.</p> <p>FY 2017 Target: Successful completion of the planting of 200 trees within the neighborhood phase One Infill Area.</p> |
| Construction of Robert L.M. Clinic |
| <p>Accomplishments Foundations and slab were poured on April 18, 2017. Construction is on schedule for completion at the end of November 2017. The clinic will open to first patients in December 2017.</p> <p>FY 2017 Target: Completion of clinic.</p> |

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| ENHANCE PUBLIC INFRASTRUCTURE |
| Public Improvements (Streets/Sidewalks/ Curbs, Lighting) Improvements in Target Area II have begun. Accomplishments: Lighting plan has been developed for Choice Neighborhood and overlays infill target area and tree plan. Lighting installation will be completed before end of school year. FY 2017 Target: Completion of curbs, streets, sidewalks, driveways and lighting in Target Area I. |

REQUESTED ACTION:

None at this time.

FINANCIAL IMPACT:

None

ATTACHMENTS:


None

BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

RESOLUTION 5729, AUTHORIZING THE AWARD OF A CONTRACT FOR TREE PLANTING AND MAINTENANCE SERVICES TO R & C LANDSCAPE, LLC (ESBE, HABE, MBE, SBE, HUB, SECTION 3 BUSINESS) FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW TWO ADDITIONAL ONE-YEAR TERMS; THE ANNUAL CUMULATIVE AMOUNT FOR YEAR ONE SHALL NOT EXCEED \$96,157.20, THE ANNUAL CUMULATIVE AMOUNT FOR YEAR TWO SHALL NOT EXCEED \$32,220.20, AND THE ANNUAL CUMULATIVE AMOUNT FOR YEAR THREE SHALL NOT EXCEED \$16,110.10.



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Lorraine Robles
Director of Development
Services and Neighborhood
Revitalization

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5729, authorizing the award of a contract for tree planting and maintenance services to R & C Landscape, LLC (ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for a period of one year with the option to renew two additional one-year terms; the annual cumulative amount for year one shall not exceed \$96,157.20, the annual cumulative amount for year two shall not exceed \$32,220.20, and the annual cumulative amount for year three shall not exceed \$16,110.10.

SUMMARY:

SAHA's Choice Neighborhood Initiative requires the services of a contractor to provide tree planting services and ongoing maintenance for three years. The City of San Antonio will be providing the 226 trees and planting supplies (mulch, dirt, etc.) free of charge as part of their Tree Challenge Program. The recipient must, however, commit to a watering and maintenance plan for three years, as required under the program. The tree planting project is part of the Choice Neighborhood Critical Community Improvements Neighborhood Beautification strategy which is scheduled to begin summer 2017.

The trees will be located on non-SAHA properties within the rights-of-way, primarily along the Hays and Gevers Street corridors. The type of trees and their locations have been identified in the landscape architect's (RVK) plans, which will be provided to the contractor. Maintenance during the three year period will include trimming, mulching, staking and watering based on the City's watering plan. The contractor will be required to make 95 trips during the three years with reduced frequency as time passes from the initial planting and during each year thereafter.

On April 23, 2017, SAHA issued an "Invitation For Bids" (IFB) #1704-988-52-4633 for Tree Planting and Maintenance Services, which closed on May 8, 2017. The IFB was published on SAHA's website, Electronic State Business Daily (ESBD), La Prensa, the Hart Beat, San Antonio Observer, posted on NAHRO, Public Purchase and direct solicited to 26 contractors. A total of three bids were received in response to the IFB: A & S Landscaping Services (HABE,

Section 3 Business), K.P. Property Services, Inc., and R & C Landscape, LLC (ESBE, HABE, MBE, SBE, Section 3 Business). All bids were evaluated on the following criteria: purchase price, reputation of the bidder and his goods or services, quality of the goods or services, extent to which the goods or services meet SAHA's needs, total long term cost and any relevant criteria listed within the solicitation document. Based on the above, R & C Landscape, LLC, is recommended for contract award.

R & C Landscape, LLC, was founded in 2007 and is located in San Antonio, Texas. They have been certified by the South Central Texas Regional Certification Agency as a ESBE, HABE, MBE, SBE, a HUB by the State of Texas, and a Section 3 Business by SAHA. They provide landscape maintenance, landscape construction, irrigation, concrete hardscapes, plaster and General Construction Services. These services have been provided to both governmental and private apartment complexes, restaurant properties, manufacturing facilities, car dealerships, warehouse facilities, private homeowners and parks. This contractor has received prior awards from SAHA for Mowing and Grounds Maintenance for Beacon Communities and Public Housing, Section 3 Landscaping Pilot at Lincoln and Wheatley, and Irrigation Services. Their client list includes Kelly Aviation Center, Chili's Restaurants, AFCEE Building, and Brooks City Base. R & C Landscape's Section 3 Good Faith Effort Plan includes providing training to SAHA residents that are interested in learning the landscape trade, with the possibility of being hired by the company, internship opportunity with hourly pay to a college age individual two to three days per week, and providing two \$1,000 scholarships to college age students to cover tuition and expenses related to educational purpose.

CONTRACT OVERSIGHT

Contract oversight will be provided by Lorraine Robles, Director of Development Services and Neighborhood Revitalization, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance report on a monthly basis, monitor compliance with the vendor's SWMBE subcontractor good faith utilization plan, provide annual contract performance evaluation survey to end users, and assist the department in the contract renewal or new solicitation process.

FINANCIAL IMPACT

The cost for the tree planting and maintenance is not expected to exceed an amount of \$144,487.50 and will be funded by Choice Neighborhood Implementation Grant funds allotted for Strategy 6, Neighborhood Beautification, of the Critical Community Improvements Plan.

ATTACHMENTS:

Resolution 5729
Company Profile
Bid Tabulation
Advertisement List
Map

**San Antonio Housing Authority
Resolution 5729**

RESOLUTION 5729, AUTHORIZING THE AWARD OF A CONTRACT FOR TREE PLANTING AND MAINTENANCE SERVICES TO R & C LANDSCAPE, LLC (ESBE, HABE, MBE, SBE, HUB, SECTION 3 BUSINESS) FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW TWO ADDITIONAL ONE-YEAR TERMS; THE ANNUAL CUMULATIVE AMOUNT FOR YEAR ONE SHALL NOT EXCEED \$96,157.20, THE ANNUAL CUMULATIVE AMOUNT FOR YEAR TWO SHALL NOT EXCEED \$32,220.20, AND THE ANNUAL CUMULATIVE AMOUNT FOR YEAR THREE SHALL NOT EXCEED \$16,110.10

WHEREAS, on April 23, 2017, SAHA issued an "Invitation For Bids" (IFB) #1704-988-52-4633 for Tree Planting and Maintenance Services which closed on May 8, 2017; and

WHEREAS, a total of three bids were received in response to the IFB; and

WHEREAS, R & C Landscape (ESBE, HABE, MBE, SBE, HUB, Section 3 Business) is recommended for contract award; and

WHEREAS, the cost for the tree planting and maintenance is not expected to exceed an amount of \$144,487.50 over a three year period and will be funded by Choice Neighborhood Implementation Grant funds allotted for Strategy 6, Neighborhood Beautification, of the Critical Community Improvements Plan; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with this contract.

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

- 1) Approves Resolution 5729, authorizing the award of a contract for tree planting and maintenance services to R & C Landscape, LLC (ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for a period of one year with the option to renew two additional one-year terms; the annual cumulative amount for year one shall not exceed \$96,157.20, the annual cumulative amount for year two shall not exceed \$32,220.20, and the annual cumulative amount for year three shall not exceed \$16,110.10.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of June 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

R & C Landscape, LLC Company Profile

R & C Landscape, LLC, was founded in 2007 and is located in San Antonio, Texas. They provide landscape maintenance, landscape construction, irrigation, concrete hardscapes, plaster and General Construction Services. These services have been provided to both governmental and private apartment complexes, restaurant properties, manufacturing facilities, car dealerships, warehouse facilities, private homeowners and parks.

This contractor has received prior awards from SAHA for mowing & grounds maintenance fo Beacon Communities and Public Housing, Section 3 Landscaping Pilot at Lincoln and Wheatley, and Irrigation Services. Their client list includes Kelly Aviation Center, Chili's Restaurants, AFCEE Building, and Brooks City Base.

They have been certified by the South Central Texas Regional Certification Agency as a ESBE, HABE, MBE, SBE, a HUB by the State of Texas, and a Section 3 Business by SAHA.

BID TABULATION

**Tree Planting and Maintenance Services
1704-988-52-4633**

| Item | Quantity | A & S Landscaping | R & C Landscape | K.P. Property Svcs |
|--|-----------------|------------------------------|----------------------------|---------------------------|
| Plant Trees | 226 | \$22,148.00 | \$16,950.00 | \$33,900.00 |
| 3 years of Watering & Maint.(95 trips) | 95 | \$171,760.00 | \$127,537.50 | \$61,189.50 |
| Total | | \$193,908.00 | \$144,487.50 | \$95,089.50 |

**Advertisement List
Tree Planting and Maintenance
Solicitation # 1704-988-52-4633**

| Entity | Contact Name | Email | Method of Contact(Specify) |
|---|---------------------------------|--|----------------------------|
| ACCION Texas | Celina Pena | cpena@acciontexas.org | |
| African American Chamber of Commerce of San Antonio | Lou Miller | blackchamber@aol.com | |
| Alamo Asian American Chamber of Commerce | Elva Adams | elva.adams@wellsfargo.com | |
| Alamo City Black Chamber Of Commerce | Bede Ramcharan Evelyn Torres | info@alamocitychamber.org evelyn@alamocitychamber.org | |
| American Council of Engineering Companies - San Antonio (ACEC-SA) | Anne Whittington | anne@acectx.org | |
| American Institute of Architects | Paula | paula@aiasa.org | |
| American Subcontractors Association | Elaine Garcia | elainegarcia@asasanantonio.org | |
| Associated Builders and Contractors S. Texas Chapter | Steve Schultz | steve@abcsouthtexas.org | |
| Builders Exchange | Jeannette Olguin | jeannette@virtualbx.com | |
| CDC News | | plans@cdcnews.com | |
| CFMA | Tommy Wallace | wallacet@zhi.com kimr@avacpa.com | |
| Chinese Chamber of Commerce | Jerry Jin | jerry.jin@gsaccc.org jing.hao@gsaccc.org | |
| Goodwill Industries | Clark Mosely | cmosley@goodwillsa.org maguilar@goodwillsa.org | |
| Greater San Antonio Builders Association | Becky Oliver | oliverpub@aol.com | |
| The San Antonio Chamber of Commerce | Julie Oltersdorf | julieo@sachamber.org | |
| Hispanic Contractors Association de San Antonio | Clarissa Perez Dave Sanchez | exdir@hcadesa.org admin@hcadesa.org dave@hcadesa.org | |
| I Square Foot Plan Room | | agcquoin@isqft.com saprojects@isqft.com | |
| IEC | Julie Howard | jhoward@iecsanantonio.com rvasquez@iecsanantonio.com | |
| MACB | Maria Monita | info@macb-sa.org | |
| MCA-SMACNA | Bob Pisors | mca-smacna@mca-smacna.org bob.pisors@mca-smacna.org | |
| Minority Business Council | Hector Garcia | hector@hegarciacpa.com | |
| National Alliance of Craftsmen Association | Victor Landa | arvelasquez01@yahoo.com | |

**Advertisement List
Tree Planting and Maintenance
Solicitation # 1704-988-52-4633**

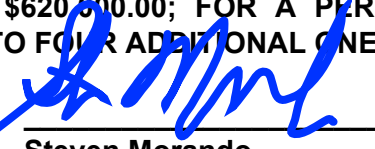
| Entity | Contact Name | Email | Method of Contact(Specify) |
|---|-----------------|--|----------------------------|
| National Association of Women in Construction (NAWIC) | Sandee Morgan | nawicerin@gmail.com nawicsatx@gmail.com | |
| NAWBO San Antonio | Madeline Slay | Madeline@masarchitecture.com | |
| Plumbing Heating Cooling Contractors Association | Heidi Timble | Heidi@phcc-sanantonio.org | |
| Professional Engineers in Private Practice | Diane Hoskins | bexarpepp@sbcglobal.net | |
| Real Estate Council of San Antonio | Martha Mangum | martham@recsanantonio.com | |
| SAABE | Melodie | mg.assoc.mgmt@gmail.com | |
| San Antonio Board of Realtors | Suzanne | Suzanne@sabor.com | |
| SA Chapter of the Associated General Contractors | Dana Marsh | dmarsh@sanantonioagc.org | |
| San Antonio Hispanic Chamber of Commerce | Ramiro Cavazos | ramiroc@sahcc.org mariyaf@sahcc.org | |
| San Antonio Masonry Contractors Association | Debbie Mason | samca@satx.rr.com | |
| San Antonio Women's Chamber of Commerce | Cindy Libera | admin@sawomenschamber.org | |
| South Central Regional Certification Agency | Ross Mitchell | rmitchell@sctrca.org souber@sctrca.org | |
| South San Antonio Chamber of Commerce | Tom Shaw | events@southsachamber.org | |
| Southwest Minority Supplier Diversity Council | Robert Casas | smsdc@smsdc.org | |
| Surety Association of South Texas, Inc. | Jim Swindle | jim@alamobonds.com | |
| Texas Society of Professional Engineers | Laura Campa | meghan@tspe.org jennifer@tspe.org | |
| Texas Veteran's Commission | Willie Jackson | willie.jackson@tvc.state.tx.us | |
| TIBH Industries | Robert Olivo | robertolivo@tibh.org | |
| UTSA Minority Business Center | Orestes Hubbard | orestes.hubbard@utsa.edu jennifer.mort@utsa.edu | |
| UTSA Procurement Technical Assistance Center | Terri Williams | ptac@utsa.edu | |
| West San Antonio Chamber of Commerce | Gabe Farias | gfarias@westsachamber.org info@westsachamber.org julie@westsachamber.org | |
| Women's Business Center | Martha Zurita | mzurita@acciontexas.org | |

BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

RESOLUTION 5727, AUTHORIZING THE AWARD OF A CONTRACT FOR THIRD-PARTY MANAGEMENT SERVICES TO ORION REAL ESTATE SERVICES TEXAS, LLC, FOR 10 PROPERTIES IN THE BEACON PORTFOLIO, INCLUDING: COTTAGE CREEK I AND II, CONVERSE RANCH I AND II, COURTLAND HEIGHTS, REGAN WEST, MONTERREY PARK, TOWERING OAKS, WOODHILL AND VILLA DE SAN ALFONSO FOR AN ANNUAL AMOUNT NOT TO EXCEED \$620,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL ONE-YEAR TERMS



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Kristi Baird
Assistant Director of
Beacon Communities

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5727, authorizing the award of a contract for third-party property management services to Orion Real Estate Services Texas, LLC, for 10 properties in the Beacon portfolio, including: Cottage Creek I and II, Converse Ranch I and II, Courtland Heights, Regan West, Monterrey Park, Towering Oaks, Woodhill and Villa De San Alfonso for an annual amount not to exceed \$620,000.00; for period of one year with the option to renew for up to four additional one-year terms.

SUMMARY:

SAHA requires the services of a third-party management company to provide management, operation, and continued improvement of the performance of 10 properties in the Beacon Communities portfolio while focusing on the completion of necessary capital repair and replacement projects.

Beacon Communities consists of 22 properties, with a total of 2,912 units. This portfolio is intended to supplement SAHA's affordable housing supply by broadening affordable housing options to working households and providing below market rate rents in some areas. Ideally, it provides revenue that can be available to the organization. Many of the properties were acquired through the Resolution Trust Corporation (RTC) or foreclosures. Over time, there has been a decline in the condition of the communities.

With a commitment to reduce expenses, Beacon Communities is dedicated to transitioning the third-party managed communities to SAHA's Beacon Communities management. Over the next few years, once transition is complete for these and all prior communities outsourced, SAHA will collect an estimated \$715,000 in management fees that is currently being paid to third-party management companies.

On January 24, 2017, SAHA issued Request For Proposals (RFP) #1612-958-78-4612 for Property Management Service for Various Beacon Communities that closed on February 22, 2017. The RFP was published on SAHA's website, Electronic State Business Daily (ESBD), La Prensa, The Hart Beat, posted on NAHRO, Public Purchase and direct solicited to 56 firms. A

total of nine proposals were received in response to this solicitation: Orion Real Estate Services Texas, LLC; CSA Management, Inc. (HABE, WBE); Franklin Apartment Management, Inc. (WBE); HomeSpring Residential Services; The Lynd Company (DBE); Lincoln Eastern Management Co. dba Lincoln Property Company; Nan McKay and Associates, Inc. (WBE); National Church Residences; and, Wellington Realty, LLC (HUB). All proposals were evaluated on the following criteria: experience in affordable, mixed-income and conventional housing management, staffing and business systems, capacity/financial viability, transition plan, price to provide the service, and strength of the Section 3 and SWMBE plans. Based on the above, Orion Real Estate Services Texas, LLC, is the highest rated responsive and responsible proposer and is therefore, recommended for contract award.

Orion Real Estate Services Texas, LLC, was founded in 1985 and is headquartered in Houston, Texas, with office locations in Denver, Atlanta, Dallas and San Antonio, Texas. They are a full-service, multi-family investment, construction and property management firm serving a wide variety of investors to include: institutions, private partnerships, foreign investors, individual owners and government housing organizations. They manage varied public housing assets with heavy regulatory compliance to include compliance management and monitoring for the low income housing tax credit (LIHTC), Project Based Section 8, HUD subsidies, Home, and Tax Exempt Bond affordable housing programs. This firm is currently under contract with SAHA to provide property management services for Beacon Communities. They have worked with the following housing authorities: Houston Housing Authority, Harris County Housing Authority, Housing Authority of Texarkana, Texas, Beaumont Housing Authority, Dallas Housing Authority, and Fort Worth Housing Solutions. Their Section 3 Good Faith Effort Plan includes hiring 20 individuals in the following categories: officers/managers, sales, craft workers (skilled), operatives (semi-skilled), and laborers (unskilled).

CONTRACT OVERSIGHT

Contract oversight will be provided by Kristi Baird, Assistant Director of Beacon Communities, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance Report on a monthly basis, monitor compliance with the vendor's SWMBE subcontractor good faith utilization plan, provide annual contract performance evaluation survey to end users, and assist departments in the contract renewal or new solicitation process.

FINANCIAL IMPACT:

The cost for property management services is not expected to exceed an annual amount of \$620,000.00 which includes management fees of \$610,922.22 and a contingency of \$9,077.78. The additional amounts may be needed to cover fees due to Orion Real Estate Services Texas, LLC, resulting from increased rental rates and/or higher tenant occupancy at Monterrey Park, Towering Oaks and Woodhill, the three properties where fees due are based on a percentage of revenues.

ATTACHMENTS:

Resolution 5727
Company Profile
Scoring Matrix
Advertisement List

**San Antonio Housing Authority
Resolution 5727**

RESOLUTION 5727, AUTHORIZING THE AWARD OF A CONTRACT FOR THIRD-PARTY MANAGEMENT SERVICES TO ORION REAL ESTATE SERVICES TEXAS, LLC, FOR 10 PROPERTIES IN THE BEACON PORTFOLIO, INCLUDING: COTTAGE CREEK I AND II, CONVERSE RANCH I AND II, COURTLAND HEIGHTS, REGAN WEST, MONTERREY PARK, TOWERING OAKS, WOODHILL AND VILLA DE SAN ALFONSO FOR AN ANNUAL AMOUNT NOT TO EXCEED \$620,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on January 24, 2017, SAHA issued Request For Proposals (RFP) #1612-958-78-4612 for Property Management Service for Various Beacon Communities that closed on February 22, 2017; and

WHEREAS, a total of nine proposals were received in response to the RFP; and

WHEREAS, Orion Real Estate Services Texas, LLC, is the highest rated responsive and responsible proposer and is therefore, recommended for contract award; and

WHEREAS, the cost for property management services is not expected to exceed an annual amount of \$620,000.00 which includes management fees of \$610,922.22 and a contingency of \$9,077.78. The additional amounts may be needed to cover fees due to Orion Real Estate Services Texas, LLC, resulting from increased rental rates and/or higher tenant occupancy at Monterrey Park, Towering Oaks and Woodhill, the three properties where fees due are based on a percentage of revenues; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with this contract.

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

- 1) Approves Resolution 5727, authorizing the award of a contract for third-party property management services to Orion Real Estate Services Texas, LLC, for 10 properties in the Beacon portfolio, including: Cottage Creek I and II, Converse Ranch I and II, Courtland Heights, Regan West, Monterrey Park, Towering Oaks, Woodhill and Villa De San Alfonso for an annual amount not to exceed \$620,000.00; for period of one year with the option to renew for up to four additional one-year terms.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of June 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Commissioners

David Nisivoccia
President and CEO

Orion Real Estate Services Texas, LLC

Company Profile

Orion Real Estate Services Texas, LLC was founded in 1985 and is headquartered in Houston, Texas with office locations in Denver, Atlanta, Dallas and San Antonio, Texas. They are a full-service multi-family investment, construction and property management firm serving a wide variety of investors to include: institutions, private partnerships, foreign investors, individual owners and government housing organizations. They manage varied public housing assets with heavy regulatory compliance to include compliance management and monitoring for the low income housing tax credit (LIHTC), Project Based Section 8, HUD subsidies, Home, and Tax Exempt Bond affordable housing programs.

This firm is currently under contract with SAHA to provide property management services for Beacon Communities. They have worked with the following housing authorities: Houston Housing Authority, Harris County Housing Authority, Housing Authority of Texarkana Texas, Beaumont Housing Authority, Dallas Housing Authority, and Fort Worth Housing Solutions.

Scoring Matrix - Combined
Property Management for Various Beacon Communities
 1612-958-76-4812

| Criterion Description | Max Points Weight | Oton Real Estate Services Taxes | CSA Management | Franklin Management | Homespriing Services | Lincoln Management | The Lynd Company | Nan McKay and Associates | National Church Residences* | Wellington Realty |
|---|-------------------|---------------------------------|----------------|---------------------|----------------------|--------------------|------------------|--------------------------|-----------------------------|-------------------|
| Experience: | 15% | | | | | | | | | |
| Rater 1 | 5.00 | 2.00 | 3.00 | 3.00 | 4.00 | 5.00 | 1.00 | 3.00 | 2.00 | 2.00 |
| Rater 2 | 4.00 | 2.00 | 4.00 | 4.00 | 4.00 | 5.00 | 2.00 | 2.00 | 3.00 | 3.00 |
| Rater 3 | 5.00 | 2.00 | 4.00 | 4.00 | 4.00 | 5.00 | 1.00 | 3.00 | 3.00 | 2.00 |
| Total Score | 14.00 | 6.00 | 11.00 | 11.00 | 12.00 | 15.00 | 4.00 | 8.00 | 7.00 | 7.00 |
| Average Score | 4.67 | 2.00 | 3.67 | 3.67 | 4.00 | 5.00 | 1.33 | 2.67 | 2.33 | 2.33 |
| Weighted Score | 0.93 | 0.40 | 0.73 | 0.73 | 0.80 | 1.00 | 0.27 | 0.53 | 0.47 | 0.47 |
| Staffing and Business Systems: | 10% | | | | | | | | | |
| Rater 1 | 4.00 | 2.00 | 3.00 | 3.00 | 3.00 | 4.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Rater 2 | 4.00 | 2.00 | 3.00 | 4.00 | 4.00 | 4.00 | 2.00 | 2.00 | 3.00 | 2.00 |
| Rater 3 | 4.00 | 2.00 | 3.00 | 3.00 | 2.00 | 4.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Total Score | 12.00 | 6.00 | 9.00 | 10.00 | 11.00 | 12.00 | 6.00 | 7.00 | 6.00 | 6.00 |
| Average Score | 4.00 | 2.00 | 3.00 | 3.33 | 3.67 | 4.00 | 2.00 | 2.33 | 2.00 | 2.00 |
| Weighted Score | 0.40 | 0.20 | 0.30 | 0.33 | 0.37 | 0.40 | 0.20 | 0.23 | 0.20 | 0.20 |
| Capacity/Financial Viability: | 15% | | | | | | | | | |
| Rater 1 | 4.00 | 3.00 | 2.00 | 3.00 | 2.00 | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Rater 2 | 3.00 | 3.00 | 2.00 | 2.00 | 2.00 | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Rater 3 | 3.00 | 3.00 | 2.00 | 2.00 | 2.00 | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Total Score | 10.00 | 9.00 | 6.00 | 6.00 | 6.00 | 9.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Average Score | 3.33 | 3.00 | 2.00 | 2.67 | 2.00 | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Weighted Score | 0.50 | 0.45 | 0.30 | 0.40 | 0.30 | 0.45 | 0.30 | 0.30 | 0.30 | 0.30 |
| Transition Plan: | 10% | | | | | | | | | |
| Rater 1 | 5.00 | 2.00 | 3.00 | 4.00 | 4.00 | 3.00 | 2.00 | 2.00 | 2.00 | 1.00 |
| Rater 2 | 5.00 | 2.00 | 3.00 | 4.00 | 4.00 | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Rater 3 | 5.00 | 2.00 | 3.00 | 4.00 | 4.00 | 3.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Total Score | 15.00 | 6.00 | 9.00 | 12.00 | 12.00 | 9.00 | 6.00 | 6.00 | 6.00 | 5.00 |
| Average Score | 5.00 | 2.00 | 3.00 | 4.00 | 4.00 | 3.00 | 2.00 | 2.00 | 2.00 | 1.67 |
| Weighted Score | 0.50 | 0.20 | 0.30 | 0.40 | 0.40 | 0.30 | 0.20 | 0.20 | 0.20 | 0.17 |
| Price proposal: | 30% | | | | | | | | | |
| Total Score | 1.97 | 1.94 | 2.32 | 1.91 | Incomplete | 1.64 | Incomplete | Incomplete | Incomplete | 2.66 |
| Weighted Score | 0.59 | 0.58 | 0.70 | 0.57 | 0.00 | 0.49 | 0.00 | 0.00 | 0.00 | 0.80 |
| Strength of the Section 3 plans: | 15% | | | | | | | | | |
| Rater 1 | 4.00 | 4.00 | 4.00 | 3.00 | 4.00 | 3.00 | 2.00 | 2.00 | 2.00 | 4.00 |
| Rater 2 | 4.00 | 3.00 | 3.00 | 3.00 | 4.00 | 4.00 | 4.00 | 2.00 | 2.00 | 4.00 |
| Rater 3 | 4.00 | 2.00 | 3.00 | 3.00 | 3.00 | 3.00 | 2.00 | 2.00 | 2.00 | 4.00 |
| Total Score | 12.00 | 9.00 | 10.00 | 9.00 | 11.00 | 10.00 | 6.00 | 6.00 | 6.00 | 12.00 |
| Average Score | 4.00 | 3.00 | 3.33 | 3.00 | 3.67 | 3.33 | 2.00 | 2.00 | 2.00 | 4.00 |
| Weighted Score | 0.20 | 0.15 | 0.17 | 0.15 | 0.16 | 0.17 | 0.10 | 0.10 | 0.10 | 0.20 |
| Strength of the S/W/M/BE plans: | 15% | | | | | | | | | |
| Rater 1 | 3.00 | 2.00 | 3.00 | 3.00 | 4.00 | 3.00 | 2.00 | 2.00 | 1.00 | 3.00 |
| Rater 2 | 3.00 | 2.00 | 3.00 | 3.00 | 3.00 | 3.00 | 2.00 | 2.00 | 1.00 | 3.00 |
| Rater 3 | 2.00 | 2.00 | 3.00 | 3.00 | 3.00 | 3.00 | 2.00 | 2.00 | 1.00 | 3.00 |
| Total Score | 6.00 | 6.00 | 9.00 | 9.00 | 10.00 | 9.00 | 6.00 | 6.00 | 3.00 | 9.00 |
| Average Score | 2.67 | 2.00 | 3.00 | 3.00 | 3.33 | 3.00 | 2.00 | 2.00 | 1.00 | 3.00 |
| Weighted Score | 0.13 | 0.10 | 0.15 | 0.15 | 0.17 | 0.15 | 0.10 | 0.10 | 0.05 | 0.15 |
| Section 3 Preference: A firm may qualify for Section 3 status for up to an additional 5 points # | | | | | | | | | | |
| Category I: As detailed in Attachment D | 5 (125) | | | | | | | | | |
| Category II: As detailed in Attachment D | 4 (2) | | | | | | | | | |
| Category III: As detailed in Attachment D | 3 (15) | | | | | | | | | |
| Category IV: As detailed in Attachment D | 2 (1) | | | | | | | | | |
| Total Weighted Score | | 3.26 | 2.08 | 2.65 | 2.74 | 2.22 | 2.96 | 1.17 | 1.42 | 2.29 |

**Advertisement List
Solicitation # 1612-958-78-4612
Property Management Services for Various Beacon Communities**

| Entity | Contact Name | Email | Method of Contact(Specify) |
|---|--------------------------------|--|----------------------------|
| African American Chamber of Commerce of San Antonio | Lou Miller | blackchamber@aol.com | |
| Alamo Asian American Chamber of Commerce | Elva Adams | elva.adams@wellsfargo.com | |
| Alamo City Black Chamber Of Commerce | Bede Ramcharan | info@alamocitychamber.org | |
| American Council of Engineering Companies - San Antonio (ACEC-SA) | Anne Whittington | anne@acectx.org | |
| American Institute of Architects | Paula | paula@aiasa.org | |
| American Subcontractors Association | Jennifer Swinney | jennifer@asasanantonio.org | |
| Associated Builders and Contractors S. Texas Chapter | Steve Schultz | steve@abcsouthtexas.org | |
| Builders Exchange | Jeannette Olguin | jeannette@virtualbx.com | |
| CDC News | | plans@cdcnews.com | |
| CFMA | Tommy Wallace | wallacet@zhi.com kimr@avacpa.com | |
| Chinese Chamber of Commerce | Jing Hao | jing.hao@gsaccc.org | |
| Goodwill Industries | Clark Mosely | cmosley@goodwillsa.org maguilar@goodwillsa.org | |
| Greater San Antonio Builders Association | Kristi Sutterfield | ksutterfield@sabuilders.com | |
| The San Antonio Chamber of Commerce | Julie Oltersdorf | julieo@sachamber.org | |
| Hispanic Contractors Association de San Antonio | Clarissa Perez Dave Sanchez | exdir@hcadesa.org admin@hcadesa.org dave@hcadesa.org | |
| I Square Foot Plan Room | | agcquoin@isqft.com saprojects@isqft.com | |
| IEC | Julie Howard | jhoward@iecsanantonio.com rvasquez@iecsanantonio.com | |
| | | | |
| MCA-SMACNA | | mca-smacna@mca-smacna.org | |
| Minority Business Council | Hector Garcia | hector@hegarciacpa.com | |
| National Alliance of Craftsmen Association | Victor Landa | arvelasquez01@yahoo.com | |
| National Association of Women in Construction (NAWIC) | Sandee Morgan | nawicerin@gmail.com nawicsatx@gmail.com | |
| NAWBO San Antonio | Madeline Slay | Madeline@masarchitecture.com | |

10/21/2016

Advertisement List
Solicitation # 1612-958-78-4612
Property Management Services for Various Beacon Communities

| Entity | Contact Name | Email | Method of Contact(Specify) |
|--|-------------------|---|----------------------------|
| Plumbing Heating Cooling Contractors Association | Heidi Timble | Heidi@phcc-sanantonio.org | |
| Professional Engineers in Private Practice | Diane Hoskins | bexarpepp@sbcglobal.net | |
| Real Estate Council of San Antonio | Martha Mangum | martham@recsanantonio.com | |
| SAABE | Melodie | mg.assoc.mgmt@gmail.com | |
| San Antonio Board of Realtors | Suzanne | Suzanne@sabor.com | |
| SA Chapter of the Associated General Contractors | Dana Marsh | sanantonioagc@gmail.com | |
| San Antonio Hispanic Chamber of Commerce | Ramiro Cavazos | ramiroc@sahcc.org mariyaf@sahcc.org | |
| San Antonio Masonry Contractors Association | Debbie Mason | samca@satx.rr.com | |
| San Antonio Women's Chamber of Commerce | Cindy Libera | admin@sawomenschamber.org | |
| South Central Regional Certification Agency | Julio Fuentes | jfuentes@sctrca.org | |
| South San Antonio Chamber of Commerce | Al Arreola Jr | al@southsa.org | |
| Southwest Minority Supplier Diversity Council | Robert Casas | smsdc@smsdc.org | |
| Surety Association of South Texas, Inc. | Jim Swindle | jim@alamobonds.com | |
| Texas Society of Professional Engineers | Laura Campa | meghan@tspe.org jennifer@tspe.org | |
| TIBH Industries | Robert Olivo | robertolivo@tibh.org | |
| UTSA Minority Business Center | Orestes Hubbard | orestes.hubbard@utsa.edu jennifer.mort@utsa.edu | |
| UTSA Procurement Technical Assistance Center | Terri Williams | ptac@utsa.edu | |
| West San Antonio Chamber of Commerce | Julie Jimenez | info@westsachamber.org julie@westsachamber.org | |
| Women's Business Enterprise | Avery Smith | bids@wbea-texas.org | |
| NAHRO | Web Site | http://nahro.economicengine.com | |
| Public Purchase | Web Site | www.publicpurchase.com | |
| Texas ESBD | Web Site | https://portal.cpa.state.tx.us/ | |
| North San Antonio Chamber of Commerce | Web Site | https://northsachamber.chambermaster.com | |
| HUBS on CMBL | | | |
| H & M Real Estate Services | Matias J. Allende | ma@hmresa.com | |
| Laredo Technical Services | Joseph Lukowski | joseph@laredotechnical.com | |
| Resolution Oversight Corp | Ernesto Garza | eagarzasdr@aol.com | |

10/21/2016

**Advertisement List
Solicitation # 1612-958-78-4612
Property Management Services for Various Beacon Communities**

| Entity | Contact Name | Email | Method of Contact(Specify) |
|----------------------------|--|--|----------------------------|
| Harper Prop Mgmt | | Web Site | |
| MC Companies | | mcinfo@mccompanies.com | |
| Provence Real Estate | | Web Site | |
| PMI San Antonio | | keith@pmisanantonio.com | |
| Stonewall Property Group | | info@stonewallpropertygroup.com | Not Found |
| Greystar | Jill Welborn | jwelborn@greystar.com | |
| Lincoln Property Co. | Allyson McKay Roberto Barrios | amckay@lpsi.com lbarrios@lpsi.com | |
| Pinnacle | Megan De Luna Mitch Friedman Lisa Stephens | megan@pinnaclehousing.com mitch@pinnaclehousing.com lisa@pinnaclehousing.com | |
| Hunt Companies | Brenda Christman | brenda.christman@huntcompanies.com | |
| Capstone Real Estate Svcs | Matt Lutz | matt.lutz@capstonemanagement.com | |
| Lynd Company | Michael Lynd Jason Espejo | mlynd@lyndworld.com jespejo@lyndworld.com | Not Found |
| NRP | Beth Barker Diane Guerrero Robert Theis | BBarker@nrpgroup.com dguerrero@nrpgroup.com RTheis@nrpgroup.com | |
| Carleton Properties | | info@carletonrp.com | |
| CMC Commercial Realty | | info@cmcrealty.com | |
| Ascension | | Website | |
| EPMI | | tdkelley@epmi-co.com | Not found |
| McCormack Baron Ragan | | info@mccormackbaron.com | |
| United Apartment Group | | Web Site | |
| Recap Advisors | Thomas Davis | tdavis@recapadvisors.com | |
| Orion real Estate Svcs | Susan Jarvis | SJarvis@allied-Orion.com | |
| | | marketing@prmc.com | |
| | | Boston@tcbinc.org Chicago@tcbinc.org | |
| | | aanthony@poah.org info@poah.org | |
| | | carrie.girgus@uaginc.com | |
| | | customerservice@pacerealty.com | |
| | | edp@hscorp.org | Not Found |
| RC Management | Don Reneau Barbara Chapmond | Don_reneau@bcmgt.com bc@bcmgt.com | Not Found Not Found |
| Homespring Realty Partners | Kelley Liserio | kliserio@hoganre.com | |
| Homespring Realty Partners | Jesus Ibarra | jibarra@hoganre.com | |
| Laredo Technical Services | Leon Taylor | leon@laredotechnical.com | |
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BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

RESOLUTION 5728, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF AND WINDOW REPLACEMENT AT MADONNA APARTMENTS TO GARLAND/DBS, INC. THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$770,550.00



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Hector Martinez
Director of Construction
Services and Sustainability

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5728, authorizing the award of a contract for roof and window replacement at Madonna Apartments to Garland/DBS, Inc. through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$770,550.00.

SUMMARY:

The Madonna Apartments was built in 1962 and is a Senior/Disabled Community located in north central San Antonio. The buildings are two-story structures with a brick façade located within 12 buildings. This development is comprised of one- and two-bedroom apartments of which 2 two-bedroom units and one efficiency unit is ADA accessible.

On April 12, 2016, a severe hail storm struck San Antonio that resulted in hail damage to the roofs of this community. SAHA requires the services of a qualified roofing contractor to provide comprehensive roof replacement. An insurance claim was filed with the Housing Authority Insurance Group and proceeds were disbursed to SAHA to help cover replacement costs incurred due to hail damage.

The U.S. Department of Housing and Urban Development encourages housing authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. Purchasing Co-operatives assign a lead agency for its solicitations to ensure that competitive bid requirements for most state and local government agencies are followed; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies.

Once the lead public agency has awarded a contract with the supplier, participating public agencies in need of similar products and services are able to make purchases through the U.S. Communities contract. This ensures that the same terms and conditions of the lead agency's awarded contract apply to the participants. SAHA is currently a member of the U.S. Communities Government Purchasing Alliance, a nationwide purchasing cooperative.

On September 22, 2014, Cobb County, Georgia (lead agency), entered into a contract through sealed bid #14-5903 with Garland/DBS, Inc. for Roofing Supplies and Services, Waterproofing

and Related Products and Services for a period of three years commencing on January 1, 2015, with an option to renew up to two additional one-year periods.

Garland/DBS, Inc. was founded in 1895 and is located in Cleveland, Ohio. They are a jointly-owned subsidiary of The Garland Company, Inc., and Design-Build Solutions, Inc., and are positioned throughout the United States, Canada and the United Kingdom providing public agencies and nonprofits a comprehensive selection of roofing material solutions and support services.

Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering, and general contracting firm. Their core competency is the construction, maintenance and retrofit of complex roofing and building envelope projects. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing, HVAC, electrical, plumbing, lightning protection, and photovoltaic (energy generating). With the support and local service network of their sister company, The Garland Company, Inc., quality roofing solutions are provided for single- and multi-property facilities. The Garland Company, Inc. provides high-performance roofing materials and full-service roof asset management for a wide spectrum of public and private sector roofing applications, including but not limited to: single ply, modified bitumen, built-up roofing (BUR), low-slope standing seam metal, low-slope flat-seam metal, steep-slope standing seam metal, slate, concrete tile, asphalt shingle and clay tile.

This contractor has received prior awards from SAHA for roof repair and replacement at Bella Claire Apartments and roof and HVAC replacement at Woodhill Apartments. They are also being recommended for contract award for roof replacement at Lincoln Heights Courts and Cross Creek Apartments. Their government projects include but are not limited to: Jeffersonville Federal Center, Jeffersonville, Indiana; Warren Burger Federal Courthouse, St. Paul, Minnesota; Florida Air National Guard, Jacksonville Florida; Fort Devens; Building 667, Devens, Massachusetts; Fort Jackson Army Base, Columbia, South Carolina; Scott Air Force Base, Scott, Illinois; City of Sugar and Police and Courts Buildings, Sugarland, Texas; Delaware County Courthouse, Delaware, Ohio; Montgomery Courthouse, Conroe, Texas; Westlake Recreation Center, Westlake, Ohio; and Fine Arts Museum of San Francisco, San Francisco, California.

DBS, the general contractor for this project obtained three bids for the roof repair and replacement at Madonna Apartments and is recommending contract award to their subcontractor, Tri-Lam Roofing and Waterproofing, Inc. They provided the lowest price to complete the project.

Tri-Lam Roofing and Waterproofing, Inc. is located in Everman, Texas. The original Tri-Lam company was formed in San Antonio, Texas, in 1996 and was primarily a general contracting company. The roofing division was started in 2004 in Fort Worth, and since 2011 the main office and location for the business is in Everman, Texas. They specialize in brick restoration, elastomeric roof coatings, high rise elastomeric coatings, high rise waterproofing, metal roof systems, merlite metal retrofit, roof repairs, urethane coating systems over BUR, window glazing and joint caulking, and built up roof.

Contract oversight will be provided by Hector Martinez, Director of Construction Services and Sustainability, who will monitor the vendor's adherence to contract requirements and

performance. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance report on a monthly basis, monitor compliance with the vendor's SWMBE subcontractor good faith utilization plan, provide annual contract performance evaluation surveys to end users, and assist departments in the contract renewal or new solicitation process.

FINANCIAL IMPACT:

The cost for the roof and window replacement at Madonna Apartments is not expected to exceed an amount of \$770,550.00 to include a base bid amount of \$504,865.00, plus window replacements in the amount of \$183,126.00, and a contingency in the amount of \$82,559.00 that will only be used, if necessary. This project will be funded by CFP, insurance proceeds, MTW and operating reserves.

ATTACHMENTS:

Resolution 5728

Company Profile

Map of Madonna Apartments

Picture of Madonna Apartments

**San Antonio Housing Authority
Resolution 5728**

RESOLUTION 5728, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF AND WINDOW REPLACEMENT AT MADONNA APARTMENTS TO GARLAND/DBS, INC. THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$770,550.00

WHEREAS, the U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes; and

WHEREAS, SAHA is currently a member of the U.S. Communities Government Purchasing Alliance, a nationwide purchasing cooperative; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies; and

WHEREAS, on September 22, 2014, Cobb County, Georgia (lead agency) entered into a contract, for sealed bid #14-5903 with Garland/DBS, Inc. for Roofing Supplies and Services, Waterproofing and Related Products and Services; and

WHEREAS, Garland/DBS, Inc. is recommended for contract award; and

WHEREAS, the cost for the roof and window replacement at Madonna Apartments is not expected to exceed an amount of \$770,550.00 to include a base bid amount of \$504,865.00, plus window replacements in the amount of \$183,126.00, and a contingency in the amount of \$82,559.00 that will only be used, if necessary. This project will be funded by CFP, insurance proceeds, MTW and operating reserves; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with this contract.

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

- 1) Approves Resolution 5728, authorizing the award of a contract for roof and window replacement at Madonna Apartments to Garland/DBS, Inc. through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$770,550.00.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of June 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Commissioners

David Nisivoccia
President and CEO

Garland/DBS, Inc.
Garland/Design Build Solutions, Inc.
Company Profile

Garland/DBS, Inc. was founded in 1895 and is located in Cleveland, Ohio. They are a jointly-owned subsidiary of The Garland Company, Inc., and Design-Build Solutions, Inc., and handle projects in the US, Canada and United Kingdom. They provide public agencies and nonprofits a comprehensive selection of roofing material solutions and support services.

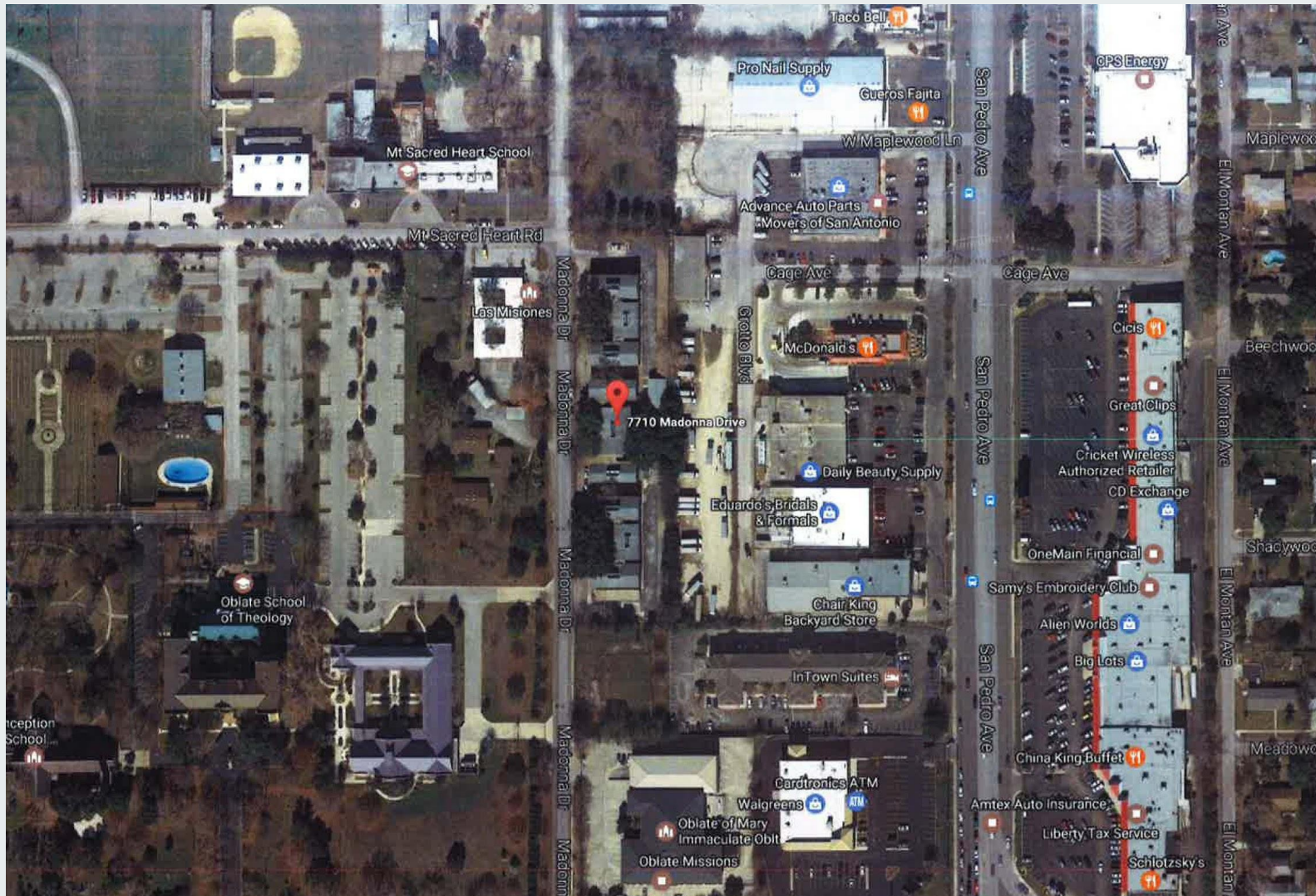
Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering, and general contracting firm. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing, HVAC, electrical, plumbing, lightning protection, and photovoltaic (energy generating). The Garland Company, Inc. provides high-performance roofing materials and full-service roof asset management for a wide spectrum of public and private sector roofing applications.

Garland/DBS, Inc. was awarded a contract, effective January 1, 2015, for Roofing Supplies, Waterproofing and Related Products and Services by Cobb County, Georgia the lead agency for the U.S. Communities Purchasing Cooperative. The contract was to provide “turnkey” solutions for various roofing needs. The solicitation was competitively bid and resulted in the award to Garland/DBS, Inc.

SAHA has previously awarded two (2) contracts to Garland/DBS, Inc. under the US Communities contract. Those were for Roof Repair and Replacement for Bella Claire and Roof and HVAC Replacement at Woodhill. Additionally, SAHA has utilized Garland roofing products in a roof rehabilitation at the Fair Avenue Apartments. Upon approval of awards for the Madonna, Cross Creek and Lincoln Heights Apartments projects, Garland will be managing a total of five (5) projects under this contract.

Garland/DBS, Inc.'s government projects include but are not limited to: Jeffersonville Federal Center, Jeffersonville, Indiana; Warren Burger Federal Courthouse, St. Paul, Minnesota; Florida Air National Guard, Jacksonville Florida; Fort Devens; Building 667, Devens, Massachusetts; Fort Jackson Army Base, Fort Jackson, South Carolina; Scott Air Force Base, Scott, Illinois; City of Sugar Land Police and Courts Buildings, Sugar Land, Texas; Delaware County Courthouse, Delaware, Ohio; Montgomery Courthouse, Conroe, Texas; Westlake Recreation Center, Westlake Ohio; and Fine Art Museum of San Francisco, San Francisco, California.

Madonna Apartments Map



Madonna Apartments



BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

RESOLUTION 5726, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPLACEMENT AT CROSS CREEK APARTMENTS TO GARLAND/DBS, INC. THROUGH U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$836,520.00.



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Hector Martinez
Director of Construction
Services and Sustainability

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5726, approving the award of a contract for roof replacement at Cross Creek Apartments to Garland/DBS, Inc. through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$836,520.00.

SUMMARY:

The Cross Creek Apartments was built in 1977 and is a family community located in northeast San Antonio. The buildings are two-story structures with a brick and siding facade. The community consists of 66 one- and four-bedroom units, of which three are ADA accessible.

On April 12, 2016, a severe hail storm struck San Antonio that resulted in hail damage to the roofs of this community. SAHA requires the services of a qualified roofing contractor to provide comprehensive roof replacement. An insurance claim was filed with the Housing Authority Insurance Group and proceeds were disbursed to SAHA to help cover replacement costs incurred due to hail damage.

The U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. Purchasing Co-operatives assign a lead agency for its solicitations to ensure that competitive bid requirements for most state and local government agencies are followed; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies.

Once the lead public agency has awarded a contract with the supplier, participating Public Agencies in need of similar products and services are able to make purchases through the U.S. Communities contract. This ensures that the same terms and conditions of the lead agency's awarded contract apply to the participants. SAHA is currently a member of the U.S. Communities Government Purchasing Alliance, a nationwide purchasing cooperative.

On September 22, 2014, Cobb County, Georgia (lead agency), entered into a contract through sealed bid #14-5903 with Garland/DBS, Inc. for Roofing Supplies and Services, Waterproofing and Related Products and Services for a period of three years commencing on January 1, 2015, with an option to renew up to two additional one-year periods.

Garland/DBS, Inc. was founded in 1895 and is located in Cleveland, Ohio. They are a jointly-owned subsidiary of The Garland Company, Inc., and Design-Build Solutions, Inc., and are positioned throughout the United States, Canada and the United Kingdom providing public agencies and nonprofits a comprehensive selection of roofing material solutions and support services.

Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering, and general contracting firm. Their core competency is the construction, maintenance, and retrofit of complex roofing and building envelope projects. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing, HVAC, electrical, plumbing, lightning protection, and photovoltaic (energy generating). With the support and local service network of their sister company, The Garland Company, Inc., quality roofing solutions are provided for single and multi-property facilities. The Garland Company, Inc. provides high-performance roofing materials and full-service roof asset management for a wide spectrum of public and private sector roofing applications, including but not limited to: single ply, modified bitumen, built-up roofing (BUR), low-slope standing seam metal, low-slope flat-seam metal, steep-slope standing seam metal, slate, concrete tile, asphalt shingle, and clay tile.

This contractor has received prior awards from SAHA for roof repair and replacement at Bella Claire Apartments and roof and HVAC replacement at Woodhill Apartments. They are also being recommended for contract award for roof replacement at Lincoln Heights Courts and Cross Creek Apartments. Their government projects include but are not limited to: Jeffersonville Federal Center, Jeffersonville, Indiana; Warren Burger Federal Courthouse, St. Paul, Minnesota; Florida Air National Guard, Jacksonville Florida; Fort Devens; Building 667, Devens, Massachusetts; Fort Jackson Army Base, Columbia, South Carolina; Scott Air Force Base, Scott, Illinois; City of Sugar and Police and Courts Buildings, Sugarland, Texas; Delaware County Courthouse, Delaware, Ohio; Montgomery Courthouse, Conroe, Texas; Westlake Recreation Center, Westlake, Ohio; and Fine Arts Museum of San Francisco, San Francisco, California.

DBS, the general contractor for this project obtained three bids for the roof repair and replacement at Cross Creek Apartments and is recommending contract award to their subcontractor, Tri-Lam Roofing and Waterproofing, Inc. They provided the lowest price to complete the project.

Tri-Lam Roofing and Waterproofing, Inc. is located in Everman, Texas. The original Tri-Lam company was formed in San Antonio, Texas, in 1996 and was primarily a general contracting company. The roofing division was started in 2004 in Fort Worth, and since 2011 the main office and location for the business is in Everman, Texas. They specialize in brick restoration, elastomeric roof coatings, high rise elastomeric coatings, high rise waterproofing, metal roof systems, Rmerlite metal retrofit, roof repairs, urethane coating systems over BUR, window glazing and joint caulking, and built up roof.

Contract oversight will be provided by Hector Martinez, Director of Construction Services and Sustainability, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance report on a monthly basis, monitor compliance with the

vendor's SWMBE subcontractor good faith utilization plan, provide annual contract performance evaluation surveys to end users, and assist departments in the contract renewal or new solicitation process.

FINANCIAL IMPACT:

The cost for the roof replacement at Cross Creek Apartments is not expected to exceed an amount of \$836,520.00 to include a base bid amount of \$760,473.00 plus a contingency in the amount of \$76,047.00 that will only be used, if necessary. This project will be funded by CFP, insurance proceeds, MTW and operating reserves.

ATTACHMENTS:

Resolution 5726

Company Profile

Map of Cross Creek Apartments

Picture of Cross Creek Apartments

**San Antonio Housing Authority
Resolution 5726**

RESOLUTION 5726, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPLACEMENT AT CROSS CREEK APARTMENTS TO GARLAND/DBS, INC. THROUGH U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$836,520.00

WHEREAS, the U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes; and

WHEREAS, SAHA is currently a member of the U.S. Communities Government Purchasing Alliance, a nationwide purchasing cooperative; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies; and

WHEREAS, on September 22, 2014, Cobb County, Georgia (lead agency) entered into a contract, for sealed bid #14-5903 with Garland/DBS, Inc. for Roofing Supplies and Services, Waterproofing and Related Products and Services; and

WHEREAS, Garland/DBS, Inc. is recommended for contract award; and

WHEREAS, the cost for the roof replacement at Cross Creek Apartments is not expected to exceed an amount of \$836,520.00 to include a base bid amount of \$760,473.00 plus a contingency in the amount of \$76,047.00 that will only be used, if necessary. This project will be funded by CFP, insurance proceeds, MTW and operating reserves; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with this contract.

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

- 1) Approves Resolution 5726, authorizing the award of a contract for roof replacement at Cross Creek Apartments to Garland/DBS, Inc. through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$836,520.00.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of June 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Commissioners

David Nisivoccia
President and CEO

Garland/DBS, Inc.
Garland/Design Build Solutions, Inc.
Company Profile

Garland/DBS, Inc. was founded in 1895 and is located in Cleveland, Ohio. They are a jointly-owned subsidiary of The Garland Company, Inc., and Design-Build Solutions, Inc., and handle projects in the US, Canada and United Kingdom. They provide public agencies and nonprofits a comprehensive selection of roofing material solutions and support services.

Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering, and general contracting firm. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing, HVAC, electrical, plumbing, lightning protection, and photovoltaic (energy generating). The Garland Company, Inc. provides high-performance roofing materials and full-service roof asset management for a wide spectrum of public and private sector roofing applications.

Garland/DBS, Inc. was awarded a contract, effective January 1, 2015, for Roofing Supplies, Waterproofing and Related Products and Services by Cobb County, Georgia the lead agency for the U.S. Communities Purchasing Cooperative. The contract was to provide “turnkey” solutions for various roofing needs. The solicitation was competitively bid and resulted in the award to Garland/DBS, Inc.

SAHA has previously awarded two (2) contracts to Garland/DBS, Inc. under the US Communities contract. Those were for Roof Repair and Replacement for Bella Claire and Roof and HVAC Replacement at Woodhill. Additionally, SAHA has utilized Garland roofing products in a roof rehabilitation at the Fair Avenue Apartments. Upon approval of awards for the Madonna, Cross Creek and Lincoln Heights Apartments projects, Garland will be managing a total of five (5) projects under this contract.

Garland/DBS, Inc.’s government projects include but are not limited to: Jeffersonville Federal Center, Jeffersonville, Indiana; Warren Burger Federal Courthouse, St. Paul, Minnesota; Florida Air National Guard, Jacksonville Florida; Fort Devens; Building 667, Devens, Massachusetts; Fort Jackson Army Base, Fort Jackson, South Carolina; Scott Air Force Base, Scott, Illinois; City of Sugar Land Police and Courts Buildings, Sugar Land, Texas; Delaware County Courthouse, Delaware, Ohio; Montgomery Courthouse, Conroe, Texas; Westlake Recreation Center, Westlake Ohio; and Fine Art Museum of San Francisco, San Francisco, California.

Cross Creek Apartments Map



Cross Creek Apartments



BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

RESOLUTION 5708, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPLACEMENT AT LINCOLN HEIGHTS COURTS TO GARLAND/DBS, INC. THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$4,884,264.00



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Hector Martinez
Director of Construction
Services and Sustainability

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5708, authorizing the award of a contract for roof replacement at Lincoln Heights Courts to Garland/DBS, Inc. through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$4,884,264.00.

SUMMARY:

The Lincoln Heights Courts is a family apartment complex built in 1940, and is located on the west side of San Antonio. The complex is comprised of one and two-story concrete buildings, with a total of 338 apartments, 16 of which are ADA accessible.

Due to the age and condition of the roofs at this complex along with the damage sustained from a severe hail storm that struck San Antonio on April 12, 2016, SAHA requires the services of a contractor to provide comprehensive roof replacement at this complex.

The U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. Purchasing Co-operatives assign a lead agency for its solicitations to insure that competitive bid requirements for most state and local government agencies are followed; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies.

Once the lead public agency has awarded a contract with the supplier, participating Public Agencies in need of similar products and services are able to make purchases through the U.S. Communities contract. This ensures that the same terms and conditions of the lead agency's awarded contract apply to the participants. SAHA is currently a member of the U.S. Communities Government Purchasing Alliance, a nationwide purchasing cooperative.

On September 22, 2014, Cobb County, Georgia, (lead agency) entered into a contract, for sealed bid #14-5903 with Garland/DBS, Inc. for Roofing Supplies and Services, Waterproofing and Related Products and Services for a period of three years commencing on January 1, 2015, with an option to renew up to two additional one-year periods.

DBS, general contractor for this project obtained bids for the roof replacement at Lincoln Heights Courts. American Roofing & Metal Co., Inc. provided the lowest price to complete this

project and is being recommended for contract award.

Garland/DBS, Inc. was founded in 1895 and is located in Cleveland, Ohio. They are a jointly-owned subsidiary of The Garland Company, Inc., and Design-Build Solutions, Inc., and are positioned throughout the United States, Canada and the United Kingdom providing public agencies and nonprofits a comprehensive selection of roofing material solutions and support services.

Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering, and general contracting firm. Their core competency is the construction, maintenance, and retrofit of complex roofing and building envelope projects. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing, HVAC, electrical, plumbing, lightning protection, and photovoltaic (energy generating). With the support and local service network of their sister company, The Garland Company, Inc. quality roofing solutions are provided for single and multi-property facilities. The Garland Company, Inc. provides high-performance roofing materials and full-service roof asset management for a wide spectrum of public and private sector roofing applications, including but not limited to: single ply, modified bitumen, built-up roofing (BUR), low-slope standing seam metal, low-slope flat-seam metal, steep-slope standing seam metal, slate, concrete tile, asphalt shingle, and clay tile.

This contractor has received prior awards from SAHA for roof repair and replacement at Bella Claire Apartments and roof and HVAC replacement at Woodhill Apartments. Additionally, at this meeting Garland/DBS, Inc. is also being recommended for award for roof replacement at Cross Creek Apartments and Madonna Apartments. Their government projects include but are not limited to: Jeffersonville Federal Center, Jeffersonville, Indiana; Warren Burger Federal Courthouse, St. Paul, Minnesota; Florida Air National Guard, Jacksonville Florida; Fort Devens; Building 667, Devens, Massachusetts; Fort Jackson Army Base, Fort Jackson, South Carolina; Scott Air Force Base, Scott, Illinois; City of Sugarland Police and Courts Buildings, Sugarland, Texas; Delaware County Courthouse, Delaware, Ohio; Montgomery Courthouse, Conroe, Texas; Westlake Recreation Center, Westlake, Ohio; and Fine Art Museum of San Francisco, San Francisco, California.

American Roofing & Metal Co., Inc. was founded in 1904 and is located in San Antonio, Texas. They are a full-service commercial roofing and sheet metal fabrication company whose expertise extends to all types of roofing installation, roof maintenance, metal fabrication, and high quality lighting protection systems. They work with architects, building owners, general contractors and property managers to select the best roofing solution to meet their construction needs. Over the past century, they have installed virtually every type of roofing system on new construction projects throughout the United States and abroad. Some of their projects have included: Henry B. Gonzalez Convention Center, Houston Postal Distribution Center, HEB, Alamodome, San Antonio Municipal Plaza Building, and United States Embassies worldwide.

Contract oversight will be provided by Hector Martinez, Director of Construction Services and Sustainability, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance Report on a monthly basis and monitor compliance with the vendor's SWMBE subcontractor good faith utilization plan.

FINANCIAL IMPACT:

The cost for the roof replacement at Lincoln Heights Courts is not expected to exceed an amount of \$4,884,264.00 to include a base bid amount of \$4,784,264.00 plus a contingency in the amount of \$100,000.00 that will only be used, if necessary. This project will be funded by CFP, insurance proceeds, Moving-to-Work, and operating reserves.

ATTACHMENTS:

Resolution 5708

Company Profile

Map of Lincoln Heights Courts

Picture of Lincoln Heights Courts

**San Antonio Housing Authority
Resolution 5708**

RESOLUTION 5708, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPAIR AND REPLACEMENT AT LINCOLN HEIGHTS COURTS TO GARLAND/DBS, INC. THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$4,884,264.00

WHEREAS, the U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes; and

WHEREAS, the San Antonio Housing Authority is currently a member of the U.S. Communities Government Purchasing Alliance, a nationwide purchasing cooperative; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies; and

WHEREAS, on September 22, 2014, Cobb County, Georgia, (lead agency) entered into a contract, for sealed bid #14-5903 with Garland/DBS, Inc. for Roofing Supplies and Services, Waterproofing and Related Products and Services; and

WHEREAS, Garland/DBS, Inc. is recommended for contract award; and

WHEREAS, the cost for the roof replacement at Lincoln Heights Courts is not expected to exceed an amount of \$4,884,264.00 to include a base bid amount of \$4,784,264.00 plus a contingency in the amount of \$100,000.00 that will only be used, if necessary. This project will be funded by CFP, insurance proceeds, MTW, and operating reserves.

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with this contract.

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

- 1) Approves Resolution 5708, authorizing the award of a contract for roof repair and replacement at Lincoln Heights Courts to Garland/DBS, Inc. through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$4,884,264.00.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of June 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Commissioners

David Nisivoccia
President and CEO

Garland/DBS, Inc.
Garland/Design Build Solutions, Inc.
Company Profile

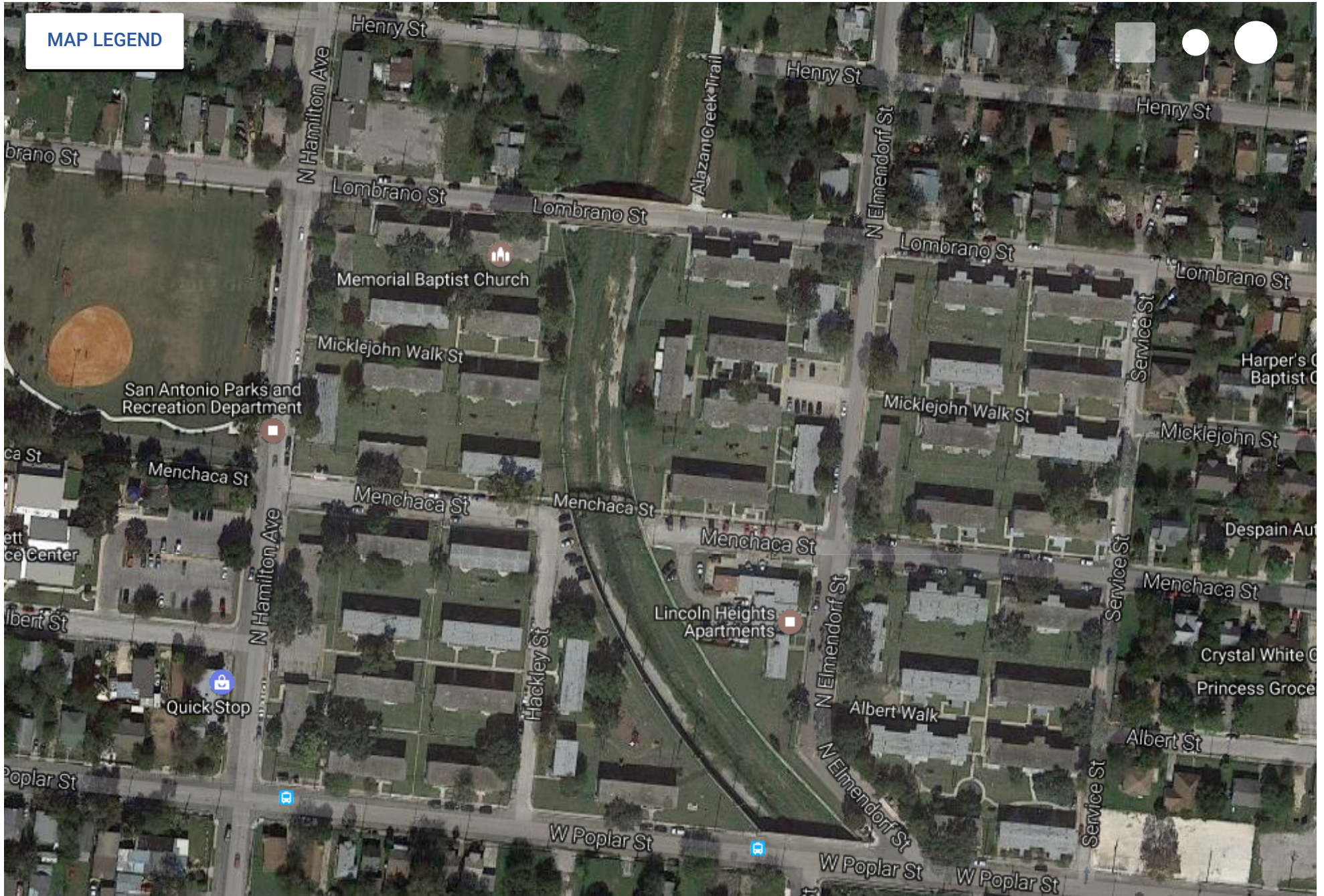
Garland/DBS, Inc. was founded in 1895 and is located in Cleveland, Ohio. They are a jointly-owned subsidiary of The Garland Company, Inc., and Design-Build Solutions, Inc., and handle projects in the US, Canada and United Kingdom. They provide public agencies and nonprofits a comprehensive selection of roofing material solutions and support services.

Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering, and general contracting firm. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing, HVAC, electrical, plumbing, lightning protection, and photovoltaic (energy generating). The Garland Company, Inc. provides high-performance roofing materials and full-service roof asset management for a wide spectrum of public and private sector roofing applications.

Garland/DBS, Inc. was awarded a contract, effective January 1, 2015, for Roofing Supplies, Waterproofing and Related Products and Services by Cobb County, Georgia the lead agency for the U.S. Communities Purchasing Cooperative. The contract was to provide "turnkey" solutions for various roofing needs. The solicitation was competitively bid and resulted in the award to Garland/DBS, Inc.

SAHA has previously awarded two (2) contracts to Garland/DBS, Inc. under the US Communities contract. Those were for Roof Repair and Replacement for Bella Claire and Roof and HVAC Replacement at Woodhill. Additionally, SAHA has utilized Garland roofing products in a roof rehabilitation at the Fair Avenue Apartments. Upon approval of awards for the Madonna, Cross Creek and Lincoln Heights Apartments projects, Garland will be managing a total of five (5) projects under this contract.

Garland/DBS, Inc.'s government projects include but are not limited to: Jeffersonville Federal Center, Jeffersonville, Indiana; Warren Burger Federal Courthouse, St. Paul, Minnesota; Florida Air National Guard, Jacksonville Florida; Fort Devens; Building 667, Devens, Massachusetts; Fort Jackson Army Base, Fort Jackson, South Carolina; Scott Air Force Base, Scott, Illinois; City of Sugar Land Police and Courts Buildings, Sugar Land, Texas; Delaware County Courthouse, Delaware, Ohio; Montgomery Courthouse, Conroe, Texas; Westlake Recreation Center, Westlake Ohio; and Fine Art Museum of San Francisco, San Francisco, California.



Lincoln Heights Courts



Lincoln Heights Courts



BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

RESOLUTION 5725, AUTHORIZING THE AWARD OF A CONTRACT FOR COMPUTER LITERACY TRAINING TO CATARINA I. VELASQUEZ (HABE) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$70,000.00 FOR A PERIOD OF ONE YEAR, WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL ONE-YEAR TERMS



David Nisivoccia
 President and CEO



Steven Morando
 Director of Procurement
 and General Services



Richard Milk
 Director of Policy and
 Planning

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5725, authorizing the award of a contract for computer literacy training to Catarina I. Velasquez for an annual cumulative amount not to exceed \$70,000.00; for a period of one year with the option to renew for up to four additional one-year terms.

SUMMARY:

SAHA requires the services of a contractor to provide training in computer literacy to include but not limited to computer basics, word processing, spreadsheets, maximizing the use of mobile devices, digital citizenship/etiquette, and using online tools such as Lynda.com, Google Apps, YouTube.com and BexarBiblioTech.org.

On April 6, 2017, SAHA issued an "Invitation For Bids" (IFB) #1703-924-41-4628 for Computer Literacy Training Services that closed on May 4, 2017. The IFB was published on SAHA's website, Electronic State Business Daily (ESBD), La Prensa, The Hart Beat, posted on NAHRO, Public Purchase and direct solicited to 39 contractors. One bid was received in response to this solicitation. The bid was evaluated on "Best Value" to include: purchase price, reputation of the bidder and his goods or services, quality of the goods or services, extent to which the goods or services meet SAHA's needs, total long term cost, and any relevant criteria listed in the solicitation document. Based upon the above, Catarina I. Velasquez is recommended for contract award.

Catarina I. Velasquez self-certifies as a HABE. Ms. Velasquez received a contract award from Bexar County BiblioTech to work specifically on the ConnectHome project. After which time, she received a contract award from SAHA to continue the work of digital literacy with a focus on the residents of public housing.

CONTRACT OVERSIGHT

Contract oversight will be provided by Adrian Lopez, Moving-to-Work Program Administrator, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance Report on a monthly basis, monitor compliance with the vendor's SWMBE subcontractor good faith utilization plan, provide annual contract performance evaluation survey to end users, and assist departments in the contract renewal or new

solicitation process.

FINANCIAL IMPACT

The cost for computer literacy training is not expected to exceed an annual cumulative amount of \$70,000.00, and will be funded through Google, Wells Fargo, and 80/20 Foundation.

ATTACHMENTS:

Resolution 5725

Company Profile

Bid Tabulation

Advertisement List

**San Antonio Housing Authority
Resolution 5725**

RESOLUTION 5725, AUTHORIZING THE AWARD OF A CONTRACT FOR COMPUTER LITERACY TRAINING TO CATARINA I. VELASQUEZ (HABE) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$70,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on April 6, 2017, SAHA issued an "Invitation For Bids" (IFB) #1703-924-41-4628 for Computer Literacy Training Services that closed on May 4, 2017; and

WHEREAS, a total of one bid was received in response to the IFB; and

WHEREAS, Catarina I. Velasquez is recommended for contract award; and

WHEREAS, the cost for computer literacy training is not expected to exceed an annual cumulative amount of \$70,000.00 and will be funded through Google, Wells Fargo, and Eighty Twenty foundation; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with this contract.

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

- 1) Approves Resolution 5725, authorizing the award of a contract for computer literacy training to Catarina I. Velasquez (HABE) for an annual cumulative amount not to exceed \$70,000.00; for a period of one year with the option to renew for up to four additional one-year terms.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of June 2017.

**Morris A. Stribling, DPM
Chair, Board of Commissioners**

Attested and approved as to form:

**David Nisivoccia
President and CEO**

Catarina I. Velasquez Profile

Most recently, Ms. Velasquez was under contract with SAHA as its Digital Literacy Trainer, training over 180 residents during her six months in this position. She recruited and trained residents to become digital ambassadors and with SAHA's summer youths in training opportunities.

Prior to her time with SAHA, Ms. Velasquez worked with Bexar County's BiblioTech project as their Community Relations Liaison and a Digital Literacy Instructor. As the Community Relations Liaison, she was responsible for the implementation of BiblioTech EDU which provided training for students, parents, teachers and administrators on the BiblioTech services and resources. As the Digital Literacy Instructor she was specifically working on the ConnectHome Project which allowed her to continue the work of digital literacy with a focus on the residents of Public Housing. This resulted in 66 digital literacy classes being taught to 18 SAHA residents. As part of these assignments, Ms. Velasquez developed the curriculum used in the training and implemented the Digital Ambassadors Program.

BID TABULATION

**Computer Literacy Training Services
1703-924-41-4628**

| Bidder - Base Bid | Unit | Cost |
|--------------------------|-------------|-------------|
| Catarina Velasquez* | Session | \$3,500.00 |

* Based on an estimated quantity of 20 sessions, annual cost would be \$70,000.00

Advertisement List

**Solicitation # 1703-924-41-4628
Computer Literacy Training**

| Entity | Contact Name | Email | Method of Contact(Specify) | |
|---|--------------------------------|--|----------------------------|--|
| 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 | |
| Alamo City Black Chamber Of Commerce | Bede Ramcharan | info@alamocitychamber.org | e-mail | |
| American Council of Engineering Companies - San Antonio (ACEC-SA) | Anne Whittington | anne@acectx.org | e-mail | |
| American Institute of Architects | Paula | paula@aiasa.org | e-mail | |
| American Subcontractors Association | Jennifer Swinney | jennifer@asasanantonio.org | e-mail | |
| Associated Builders and Contractors S. Texas Chapter | Steve Schultz | steve@abcsouthtexas.org | e-mail | |
| Builders Exchange | Jeannette Olguin | jeannette@virtualbx.com | e-mail | |
| CDC News | | plans@cdcnews.com | e-mail | |
| CFMA | Tommy Wallace | wallacet@zhi.com kimr@avacpa.com | e-mail | |
| Chinese Chamber of Commerce | Jing Hao | jing.hao@gsaccc.org | e-mail | |
| Goodwill Industries | Clark Mosely | cmosley@goodwillsa.org maguilar@goodwillsa.org | e-mail | |
| Greater San Antonio Builders Association | Kristi Sutterfield | ksutterfield@sabuilders.com | e-mail | |
| The San Antonio Chamber of Commerce | Julie Oltersdorf | julieo@sachamber.org | e-mail | |
| Hispanic Contractors Association de San Antonio | Clarissa Perez Dave Sanchez | exdir@hcalesa.org admin@hcalesa.org dave@hcalesa.org | e-mail | |
| I Square Foot Plan Room | | agcquoin@isqft.com saprojects@isqft.com | e-mail | |
| IEC | Julie Howard | jhoward@iecsanantonio.com rvasquez@iecsanantonio.co | e-mail | |
| Lift Fund | | info@liftfund.com | e-mail | |
| MCA-SMACNA | | mca-smacna@mca-smacna.org | e-mail | |
| Minority Business Council | Hector Garcia | hector@hegarciacpa.com | e-mail | |

6/22/2016

Advertisement List

Solicitation # 1703-924-41-4628

Computer Literacy Training

| | | | | |
|---|------------------|--|--------|--|
| National Alliance of Craftsmen Association | Victor Landa | arvelasquez01@yahoo.com | e-mail | |
| National Association of Women in Construction (NAWIC) | Sandee Morgan | nawicerin@gmail.com nawicsatx@gmail.com | e-mail | |
| NAWBO San Antonio | Madeline Slay | Madeline@masarchitecture.com | e-mail | |
| Plumbing Heating Cooling Contractors Association | Heidi Timble | Heidi@phcc-sanantonio.org | 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 | |
| SAABE | Melodie | mg.assoc.mgmt@gmail.com | e-mail | |
| San Antonio Board of Realtors | Suzanne | Suzanne@sabor.com | e-mail | |
| SA Chapter of the Associated General Contractors | Dana Marsh | sanantonioagc@gmail.com | e-mail | |
| San Antonio Hispanic Chamber of Commerce | Ramiro Cavazos | ramiroc@sahcc.org mariyaf@sahcc.org | e-mail | |
| San Antonio Masonry Contractors Association | Debbie Mason | samca@satx.rr.com | e-mail | |
| San Antonio Women's Chamber of Commerce | Cindy Libera | admin@sawomenschamber.org | e-mail | |
| South Central Regional Certification Agency | Julio Fuentes | jfuentes@sctrca.org | e-mail | |
| South San Antonio Chamber of Commerce | Tom Shaw | events@southsachamber.org | e-mail | |
| Southwest Minority Supplier Diversity Council | Robert Casas | smsdc@smsdc.org | e-mail | |
| Surety Association of South Texas, Inc. | Jim Swindle | jim@alamobonds.com | e-mail | |
| Texas Society of Professional Engineers | Laura Campa | meghan@tspe.org jennifer@tspe.org | e-mail | |
| TIBH Industries | Robert Olivo | robertolivo@tibh.org | e-mail | |
| UTSA Minority Business Center | Orestes Hubbard | orestes.hubbard@utsa.edu jennifer.mort@utsa.edu | e-mail | |
| UTSA Procurement Center | Terri Williams | ptac@utsa.edu | e-mail | |
| 825 Basics, LLC | Forget, Danielle | danielleforget@825basics.com | e-mail | |
| A-Premier Enterprise | Lena A. Cooper | LCOOPERCPR@AOL.COM | e-mail | |

6/22/2016

Advertisement List

**Solicitation # 1703-924-41-4628
Computer Literacy Training**

| | | HUBS on CMBL | | |
|--|-----------------------------------|--|--------|--|
| Active Expert, LLC | Principal/Vicki Avants | vicki@activeexpert.com | e-mail | |
| Andtech Solutions, LLC | Myoshia Boykin-Anderson | mbanderson@andtechllc.com | e-mail | |
| Another Level Life Coach | Pamela L. Allen | pamelanpeace@yahoo.com | e-mail | |
| Apexena Solutions LLC | Tiffany Edwards Morris | tiffany.edwards@apexenasolutions.com | e-mail | |
| Carson Technology LLC | Nicole Carson | nicolecarson2012@yahoo.com | e-mail | |
| Cindy Hallett | Cindy Hallett, C.P.M. | cfhallett@gmail.com | | |
| CM Institute of Leadship LLC | CEO/Cristina Solis Wilson | cwilson@cmintituteleadership.com | | |
| Conger Construction Services | Richard Conger | richard@conger-construction-services.com | | |
| Convectus Solutions, LLC | Joanne Ung | joanne.ung@convectus.com | | |
| D.T. Jackson Enterprises, INC | Daniel T Jackson/President | danjackson@dtjackson.com | | |
| Dos Lobos Analytics LLC | Elaine Cardenas | Elacard@aol.com | e-mail | |
| Dr. D's Leverage, LLC | AARON DEWISPELARE | adewisp@gvtc.com | e-mail | |
| Easton Resource Development | Easton Resource Development, Inc. | nancyjli@aol.com | e-mail | |
| Edopp Solutions, Limited Liability Co. | Crystal Bessix | info@edoppsolutions.com | e-mail | |
| Educational Leadership Consultant | Owner/Mary Smith | msmith@eduleadconsultants.net | e-mail | |
| G-WASA, Inc | Sherry A. Atkinson-Lively | gwasa_inc@yahoo.com | | |

6/22/2016

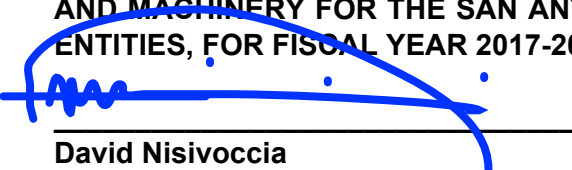
Advertisement List

Solicitation # 1703-924-41-4628
Computer Literacy Training

| | | | | |
|---|--------------------------|---|--------|--|
| Hill Educational Consultants, LLC | Essie Hill | ehill@hilledconsultants.com | | |
| Johnson Applied Solutions, LLC | Theodore J. Johnson | tedjohnson@johnsonappliedsolutions.com | | |
| Microassist Inc | COO/Donald Twining | DTWINING@MICROASSIST.COM | | |
| Nason/Harris Associates | CHERYL NASON | NASONHARRI@AOL.COM | | |
| Nspire Education Consultants, LLC | RUBY J STEVENS-MORGAN | consultant@nspireeducation.com | | |
| Star Force | Clarence Lowe | clarence@starforceusa.com | | |
| Stellar Support and Procurement | Joanette Woods | joanette@stellarsps.com | | |
| The Rothschild Corporation | Rothschild, Susanne | srothschild@rothschildcorporation.com | | |
| True North Development LLC | Shelley Pernot | shelley@truenorthdevelop.com | | |
| Vestedin Aging Consulting Group, LLC | Bridget Samuel | bridget@vestedinaging.com | | |
| | | | | |
| | Section 3 Bidders | | | |
| None | | | | |
| | | | | |
| | | | | |
| | | | | |
| | Direct Solicits | | | |
| Excel Solutions Team | | contactinfo@excelsolutionsteam.com | e-mail | |
| Train Up | | support@trainup.com | e-mail | |
| St. Philip's College | Norma Gutierrez | Ngutierrez78@alamo.edu | e-mail | |
| Nan Mckay | Ashley Braun | abraun@nanmckay.com | e-mail | |
| Nelrod | Cheryl Lord | Cheryl@nelrod.com | email | |
| Jaime Kinney Consulting | Amanda Goldblatt | agoldblatt@quadel.com | | |
| National Development | | training@nationaldevelopmentcouncil.org | email | |
| Affordable Housing Training & Consulting Services | General Contact | info@AHTCOnline.com | email | |

BOARD OF COMMISSIONERS
Operations and Choice Committee

RESOLUTION 5723, AUTHORIZING THE PRESIDENT AND CEO TO RENEW OR PLACE INSURANCE POLICIES COVERING PROPERTY, LIABILITY, CYBER LIABILITY, EXCESS/UMBRELLA, DIRECTORS AND OFFICERS, EMPLOYMENT PRACTICES, WORKERS' COMPENSATION, AUTOMOBILE FLEET, FIDUCIARY, FIDELITY, AND BOILER AND MACHINERY FOR THE SAN ANTONIO HOUSING AUTHORITY AND ITS AFFILIATED ENTITIES, FOR FISCAL YEAR 2017-2018, IN AN AMOUNT NOT TO EXCEED \$1,950,000.00



David Nisivoccia
President and CEO



Diana Kollodziej Fiedler
Director of Finance and Accounting

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 5723, authorizing the President and CEO to renew or place insurance policies covering property, liability, cyber liability, excess/umbrella, directors and officers, employment practices, workers' compensation, automobile fleet, fiduciary, fidelity, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2017-2018, in an amount not to exceed \$2,950,000.00.

SUMMARY:

The protection and preservation of SAHA's housing portfolio plays a leading role in the stability and improvement of the quality of life of the residents that it serves.

The U.S. Department of Housing and Urban Development (HUD) requires Public Housing Authorities (PHAs) to maintain adequate insurance coverage on all properties. Similarly, lenders and additional interests have these requirements for non-profit properties. This activity is aligned with SAHA's priority to preserve its existing affordable housing assets.

On June 5, 2014, the Board of Commissioners approved awarding a contract to McGriff, Seibels and Williams of Texas (MSW) as SAHA's Broker of Record (BOR). The BOR serves as a consultant for insurance products in the market and presents SAHA the best options for consideration. MSW is currently in its final year of their contract.

Annual efforts include cost and coverage comparisons in the market for SAHA's affordable housing portfolio and operations insurance needs; selections are recommended based on the best cost and fit for SAHA. In addition, policy adjustments occur throughout the fiscal year. The FY 2016-2017 board approved costs were \$2,625,000.00; the projected costs for FY 2017-2018 are expected not to exceed \$2,950,000.00. The amount is reflected in the FY 2017-2018 budget. The policy periods covered will be July 1, 2017, through June 30, 2018. Premium increases are projected based upon early preliminary indications by the incumbent carrier and market conditions projections on operational policies.

The incumbent carrier has projected and indicated substantial premium increases in the 10 percent to 15 percent arena. This is due primarily to the carrier's operational realignment and

reorganization. SAHA staff believes these projected costs are the worst case scenario. With board approval, the BOR will be able to shop SAHA's portfolio in the open market in hopes of attracting better quotes or indications. Historically, SAHA has been unable to obtain competitive pricing largely attributable to being classified a high risk insured. Current market conditions may provide SAHA some viable, more affordable options. The BOR is restricted from securing full indications until May 1, 2017, and through June 30, 2017, as per industry standards.

Cost increases are typically attributable to variable market conditions, claims loss history, policy limits of liability adjustments, filling coverage gaps, and catastrophic events. Most notably, SAHA submitted a series of hail claims on April 12, 2016, that produced devastating damage across San Antonio. Premium increases are very much a reflection of those claim submissions.

In order to secure the best possible products and pricing, SAHA staff seeks board authorization to bind policies by or before June 30, 2017. Staff will prepare a follow-up board agenda item to inform the Board of Commissioners of actual placement and a more relevant cost projection in July 2017.

Approximately ten percent of the \$2,950,000.00 is specifically for policy additions, premium increases, policy adjustments, coverage gaps, or to insure special events as they occur throughout the year.

Renewal Process - Industry standard and best practices:

| | |
|------------|---|
| March 2017 | Review/complete renewal applications |
| April 2017 | Gather and submit related data (to BOR) – loss runs, review market trends and pricing, discuss placement, negotiation or alternative strategies with CFO |
| May 2017 | Recommend and request Board of Commissioners (BOC) authorization Seek competitive premium indications in the open market, discuss recommendations with CFO |
| June 2017 | Receive and review quotes on entire portfolio, bind coverage |
| July 2017 | Policies renewed or placed Agenda item to inform BOC of placement and more accurate projected costs |

FINANCIAL IMPACT:

The \$2,950,000.00 from SAHA's FY 2017-2018 operating budget provides funding for these annual costs.

ATTACHMENTS:

Resolution 5723
SAHA Insurance Schedule

**San Antonio Housing Authority
Resolution 5723**

RESOLUTION 5723, AUTHORIZING THE PRESIDENT AND CEO TO RENEW OR PLACE INSURANCE POLICIES COVERING PROPERTY, LIABILITY, CYBER LIABILITY, EXCESS/UMBRELLA, DIRECTORS AND OFFICERS, EMPLOYMENT PRACTICES, WORKERS' COMPENSATION, AUTOMOBILE FLEET, FIDUCIARY, FIDELITY, AND BOILER AND MACHINERY FOR THE SAN ANTONIO HOUSING AUTHORITY AND ITS AFFILIATED ENTITIES, FOR FISCAL YEAR 2017-2018, IN AN AMOUNT NOT TO EXCEED \$2,950,000.00

WHEREAS, the Housing Authority of the City of San Antonio, Texas, (SAHA) must maintain adequate insurance for its properties, its real estate assets, and the properties of its affiliates to protect itself, its residents, and its employees; and

WHEREAS, the renewal or placement of insurance is necessary to comply with U.S. Department of Housing and Urban Development (HUD) requirements, lenders and additional interests' requirements, and is necessary to protect SAHA's properties, residents, and staff; and

WHEREAS, SAHA's Broker of Record, McGriff, Seibels and Williams of Texas, Inc., provides SAHA recommendations of the best available products and pricing; and

WHEREAS, staff recommends authorization to proceed with insurance policy renewals or placements in an amount not to exceed \$2,950,000.00; and

WHEREAS, staff requests that the Board of Commissioners authorize the President and CEO, or designee, to execute all documents and transactions necessary to renew or place all insurance policies for the San Antonio Housing Authority and its affiliated entities.

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

- 1) Approves Resolution 5723, authorizing the President and CEO to renew or place insurance policies covering property, liability, cyber liability, excess/umbrella, directors and officers, employment practices, workers' compensation, automobile fleet, fiduciary, fidelity, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2017-2018, in an amount not to exceed \$2,950,000; and
- 2) Authorizes the President and CEO, or designee, to execute all documents, extensions, and annual premium remuneration necessary to renew or place all insurance policies for the San Antonio Housing Authority and its affiliated entities.

Passed and approved the 1st day of June 2017.


Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

MEMORANDUM

To: Operations and Choice Neighborhood Committee

From: David Nisivoccia, President and CEO 

Presented By: Brandee Perez, Director of Assisted Housing Programs

RE: Update and discussion regarding Closing of the Section 8 Tenant-Based Voucher Waitlist

SUMMARY

Currently, the San Antonio Housing Authority Section 8 Tenant-Based Voucher Waitlist holds 29,000 applicants, who are expected to wait approximately four to seven years before being called from the list for eligibility determination.

SAHA receives multiple calls on a daily basis from applicants who express their discouragement and dissatisfaction as a result of the extended anticipated wait times. SAHA staff has learned that maintaining an open waitlist creates a false sense of hope among new applicants.

Due to the extended wait time, many applicants fail to update their addresses with SAHA as required as they feel they will not be selected any time soon. This action creates an administrative burden on staff as many of the letters sent out return to the agency as "Not Deliverable." Additionally, many applicants do not attend their scheduled eligibility appointment, because they have moved from the address provided to SAHA. As of today, our success rate from the time of selection from the waitlist to the lease up process is about 15 percent due to the outdated personal data in many applicants' files.

Our current estimated wait time is based on continued funding. The wait time for applicants may be extended if our budget decreases. This extended wait time will increase the number of applicants with outdated contact information. Outdated contact information will cause the success rate of our lease up to decline. This downward trend would further increase the administrative burden in selecting more clients based on the declining success rate from appointments to lease up.

Staff made contact with 20 housing authorities in various areas of the country, of which 16 maintain closed waitlists. Many have waiting times under two years and have been able to maintain a voucher success rate of about 70 percent on average. These housing authorities open their lists as needed for short periods of time, allowing them to obtain the most current information from their clients.

The Code of Federal Regulations, 24 CFR §982.206, states the following: "(c) *Closing waiting list.* If the PHA determines that the existing waiting list contains an adequate pool for use of available program funding, the PHA may stop accepting new applications, or may accept only applications meeting criteria adopted by the PHA."

Further guidance in HUD's HCV Program Guidebook (7420.10g), Section 4.4, states, "Although the PHA has the discretion to define what is 'reasonable,' it is recommended that the wait list for

assistance not be more than 12 to 24 months” (p. 4-4). In addition, this section provides the following *Benefits of Closing the Waiting List*:

- Elimination of unnecessary application processing costs.
- Devotion of staff’s time to other important program activities.
- Prevention of false hope among families that assistance will be available in the near future.

Staff agrees with HUD’s recommendation. If closed, the wait list would be reviewed regularly for the number of clients remaining on the list. When the number of applicants reaches less than 12 months worth of contacts, we will request the list be reopened. Reopening the list at that time will allow clients to apply for assistance with the possibility of being assisted in one to two years instead of four to seven years.

PROPOSED ACTION:

None at this time.

FINANCIAL IMPACT:

None

ATTACHMENT:

None