

JUN 7
2018



REGULAR BOARD
MEETING



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BOARD OF COMMISSIONERS

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
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President and CEO
David Nisivoccia

San Antonio Housing Authority
***Regular Board Meeting**
818 S. Flores St., San Antonio, TX, 78204
1:00 p.m., Thursday, June 7, 2018

1. Meeting called to order

The Board of Commissioners, or its committee, may hold a closed meeting pursuant to Texas Government Code § 551.071-076 for consultation concerning attorney-client matters, real estate, litigation, personnel, and security matters. The Board or committee reserves the right to enter into closed meeting at any time during the course of the meeting.

2. Pledge of Allegiance/Moment of Silence

3. Minutes

- Approval of the May 3, 2018, Regular Board Meeting minutes
- Approval of the May 17, 2018, Special Board Meeting minutes (Finance Committee)
- Approval of the May 17, 2018, Special Board Meeting minutes (Operations and Choice Neighborhood Committee)

CONSENT ITEMS

4. Consideration and approval regarding Resolution 5822, approving the Consolidated Operating Budget for the San Antonio Housing Authority and its affiliated Non-Profits for the fiscal year ending June 30, 2019 (Ed Hinojosa, Chief Financial Officer; Diana Kollodziej Fiedler, Director of Finance and Accounting)

5. Consideration and approval regarding Resolution 5827, 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, flood, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2018-2019, in an amount not to exceed \$3,200,000 (Diana Kollodziej Fiedler, Director of Finance and Accounting)

6. Consideration and approval regarding Resolution 5826, authorizing the award of a contract for a cloud unified communication and collaboration solution to RingCentral, Inc. for an annual cumulative amount not to exceed \$275,000.00 for year one, \$170,000.00 for year two, \$175,000.00 for year three and \$170,000.00 for each of the years four and five; for a period of one year with the option to renew up to four additional one-year terms (Steven Morando, Director of Procurement and General Services; Jo Ana Alvarado, Director of Innovative Technology)

7. Consideration and approval regarding Resolution 5825, authorizing the award of a contract for Prefabricated Metal Building for Garcia Street Urban Farm to Geofill Material Technologies, dba, Geofill Construction (SBE) for an amount not to exceed \$62,480.00 (Steven Morando, Director of Procurement and General Services; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)
8. Consideration and approval regarding Resolution 5824, authorizing the award of contracts for Architectural and Engineering Services agency-wide to the following firms: AG Associates Architects (HABE, HUB), Alamo Architects, Inc. (SBE), Durand-Hollis Rupe Architects, Inc. (DBE, ESBE, HABE, MBE, SBE), Debra J. Dockery, Architect, P.C. (ESBE, SBE, WBE), Saldana & Associates, Inc. (AABE, MBE, SBE), Smith & Company Architects (AABE, MBE, SBE), Sprinkle & Co. Architects, LLC (ESBE, SBE), and Tyson and Billy Architects, P.C.; not to exceed an annual cumulative amount of \$1,500,000.00 for a period of one year with the option to renew up to four additional one-year terms (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)
9. Consideration and approval regarding Resolution 5823, authorizing Mission DG as developer of Vitre Apartment Transaction including: (I) execution of all documentation necessary to carry out transaction; (II) authorizing the San Antonio Housing Facility Corporation to serve as prime contractor; (III) to enter into the agreement of limited partnership for Vitre Apartments; and (IV) obtaining Texas Department of Housing and Community Affairs tax credits for the project and other matters in connection herewith (Timothy E. Alcott, Real Estate and Legal Services Officer)

INDIVIDUAL ITEMS FOR CONSIDERATION

10. Update and discussion regarding the Procurement Activity Report (Steven Morando, Director of Procurement and General Services)
11. Update and discussion regarding the May 17, 2018, Finance Committee Meeting (Thomas F. Adkisson, Chair, Finance Committee)
12. Update and discussion regarding the May 17, 2018, Operations and Choice Neighborhood Committee Meeting (Morris A. Stribling, DPM, Chair, Board of Commissioners)
13. President's Report
 - Customer Service Survey for AHP, PH and Beacon Clients
 - Annual William "Bill" Sinkin Education Summit
 - Bring Your Dog to Work Day
 - Annual Father's Day Fiesta
 - SAHA to Host Youths for the Summer
 - Art in the Park Meeting
 - 2nd Annual Rib Cook-Off
 - 2018 Safety Fair
 - SAHA Celebrates Mothers
 - Children Join SAHA Parents at Bring Our Daughters and Sons to Work Day
 - Cassiano Homes Walking School Bus

14. **Citizens to be Heard at approximately 2:00 p.m.** (may be heard after this time) Citizens wishing to speak on issues not related to items posted on the agenda should personally request to be placed on the Citizens to be Heard roster prior to 1:45 p.m. Citizens will be given three minutes to speak. Only one appearance per speaker will be permitted at any regular Board Meeting. If present, a speaker may cede time to another speaker, but no speaker may have the floor for more than 9 minutes. Groups of citizens from the same organization are asked to share nine minutes to address the Board on certain items. Organizations must be represented by an Officer or a Board member, and follow the same speaking rules as individuals.

15. 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.

"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."

MINUTES
SAN ANTONIO HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
May 3, 2018

SCHEDULED: 1:00 p.m. at 818 S. Flores St., San Antonio, TX, 78204

COMMISSIONERS PRESENT:

Morris A. Stribling, DPM, Chair
Thomas F. Adkisson, Commissioner
Francesca Caballero, Commissioner
Charles Clack, Commissioner
Marie R. McClure, Commissioner
Jessica Weaver, Commissioner

COMMISSIONERS ABSENT:

Charles R. Munoz, Vice-Chair

COUNSEL: Doug Poneck, Escamilla & Poneck, LLP

TRANSLATOR: Interpreters Unlimited, Inc.

STAFF:

David Nisivoccia, President and CEO
Muriel Rhoder, Chief Administrative Officer
Ed Hinojosa, Chief Financial Officer
Timothy E. Alcott, Real Estate and Legal Services Officer
Janie Rodriguez, Director of Human Resources
Adrian Lopez, Director of Community Development Initiatives
Lorraine Robles, Director of Development Services and Neighborhood Revitalization
Brandee Perez, Director of Federal Housing Programs

Steven Morando, Director of Procurement and General Services
Domingo Ibarra, Director of Security
Hector Martinez, Director of Construction Services and Sustainability
Thomas Roth, Director of Asset Management
Diana Kollodziej Fiedler, Director of Finance and Accounting
Richard Milk, Director of Policy and Planning

Item 1: Meeting called to order

Chair Morris A. Stribling, DPM, called the meeting to order at 1:07 p.m.

Item 2: Pledge of Allegiance/Moment of Silence

Recitation of pledge and moment of silence

Item 3: Minutes

- Approval of the April 5, 2018, Regular Board Meeting minutes
- Approval of the April 19, 2018, Special Board Meeting minutes (Resident Services Committee)
- Approval of the April 19, 2018, Special Board Meeting minutes (Operations and Choice Neighborhood Committee)

Motion: Commissioner Adkisson moved to approve all sets of minutes. Commissioner Caballero seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Thomas F. Adkission, Commissioner	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

PRESENTATIONS

Item 4: **Good Samaritan Veterans Outreach & Transition Center**

Mr. Timothy E. Alcott, Real Estate and Legal Services Officer, introduced retired Colonel William L. Mosely, Director of the Good Samaritan Veterans Outreach & Transition Center. Colonel Mosely provided an overview of the Good Samaritan Veterans Outreach & Transition Center located near the campus of St. Philip's College. The presentation included the history, the background and the accomplishments of the new facility, which provides personalized services to all active duty and retired veterans in the greater San Antonio Area. After the presentation, the Board of Commissioners commended Colonel Mosely for providing a much needed service to our veterans and they will consider touring the facility to learn more about the center and resources available to veterans.

CONSENT ITEMS

Item 5: **Consideration and approval regarding Resolution 5816, approving the 2018 Payment Standard Schedule at 90% of the FY2018 Small Area Fair Market Rents (SAFMRs) for the Veterans Affairs Supportive Housing (VASH) Program and Mainstream Program**

Consent

Item 6: **Consideration and approval regarding Resolution 5818, authorizing the award of a contract for Benefits Consultant to McGriff, Seibels & Williams, Inc. for an annual cumulative amount not to exceed \$65,000.00; for a period of one year with the option to renew up to four additional one-year terms**

Consent

Item 7: **Consideration and approval regarding Resolution 5819, authorizing the award of a contract for Security Guard Services for Central Office to Blue Armor Security Services, Inc. (ABE, DBE, MBE, SBE, Section 3 Business) for an annual cumulative amount not to exceed \$80,000.00; for a period of one year with the option to renew up to four additional one-year terms**

Consent

Item 8: **Consideration and approval regarding Resolution 5820, authorizing the award of contracts for Disaster Restoration of Operations Services, through The Cooperative Purchasing Network (TCPN), to Belfor USA Group, Inc., and Blackmon Mooring Services, Ltd, for an annual cumulative amount not to exceed \$150,000.00; for a period of one year with the option to renew up to one additional one-year term**

Consent

Motion: Commissioner Adkisson moved to approve Consent Items 5, 6, 7 and 8. Commissioner Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Thomas F. Adkisson, Commissioner	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

INDIVIDUAL ITEMS FOR CONSIDERATION

Item 9: Consideration and approval regarding Resolution 5821, authorizing the award of a contract for Website Redesign, Hosting, Security and Maintenance to Pavlov Advertising, LLC for an annual cumulative amount not to exceed \$172,000.00 for year one, and \$44,000.00 for each of the years two through five; for a period of one year with the option to renew up to four additional one-year terms

Item Number 9 was pulled as a Consent item for further discussion. Before approval of this item, Commissioner Caballero requested updates regarding timelines of the website redesign process and the integration process of communications with Beacon properties. SAHA staff agreed to provide the Board of Commissioners updates during implementation of the redesign process at 60, 120 and 180 days after signing of the contract.

Motion: Commissioner Clack moved to approve Resolution 5821. Commissioner Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Thomas F. Adkisson, Commissioner	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 10: Consideration and approval regarding Resolution 5817, authorizing SAHA staff to transfer eleven single family properties located in San Antonio, Texas, to a builder (TBD), at no cost to the builder, in exchange for the construction of eleven single family homes, at no cost to SAHA, in accordance with the Wheatley Choice Neighborhood Grant Infill Housing Strategy. The eleven single lots include the following property addresses: 519 Arthur; 611 Arthur; 1533 Hays; 1535 Hays; 1439 Lamar; 209 Gabriel; 1714 Burnet; 1718 Burnet; 1418 Hays; 939 Poinsettia; and 943 Poinsettia

Mr. Timothy E. Alcott, Real Estate and Legal Services Officer, and Ms. Lori Hall, Assistant Director of of Real Estate and Homeownership, introduced Mr. Ruben Barrera, attorney for the law firm, Langley & Banack. Mr. Barrera has an extensive background in real estate and land use regulations and was invited to address the Board of Commissioners previous concerns

from the April 19, 2018, Operations and Choice Neighborhood Committee meeting, regarding additional options available for the transfer transaction request of the eleven single family properties to a builder at no cost to the builder. Mr. Barrera presented additional legal covenant options for the Wheatley CHOICE Infill Housing. Of the several options presented, Mr. Barrera and SAHA Staff recommended the fifth option, Right of Reverter, where SAHA transfers the property title to the builder for so long as the following limitations are met:

- Home constructed/sales price < \$150,000.
- Home built to CHOICE Design Guidelines, Universal Design Guidelines, and City Building Code.
- Home sold to eligible income buyer < 120% of AMI (\$76,000 for a family of four).
- Limitations must be met prior to Closing sale with Buyer to avoid lender issues.
- If Builder fails to meet the limitations,
 - Land automatically reverts back to SAHA;
 - SAHA would purchase any improvements based on cost to build and not Sales Price.

Motion: Commissioner Caballero moved to approve Option #5, as described above, for Resolution 5817. Commissioner Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Charles R. Munoz, Vice-Chair	X			
Thomas F. Adkisson, Commissioner	X			
Francesca Caballero, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 11: Update and discussion regarding the Procurement Activity Report

Mr. Steven Morando, Director of Procurement and General Services, reported there is currently one Invitation for Bids and one Request for Qualifications being advertised. The Invitation for Bids is for Prefabricated Metal Building for Garcia Street Urban Farm and the Request for Qualifications is for Architectural, Engineering and Other Forensic Consulting Services. There are five solicitations that have closed and are currently being evaluated. The five solicitations include: Translation and Interpreter Services; Key Management System for Beacon Communities; Cloud Unified Communication and Collaboration Solution; New Affordable Home Construction Services Wheatley Infill; and Architectural and Engineering Services.

Mr. Morando further reported that Procurement is currently working on a number of solicitations for advertisement. These include: Fencing and Retaining Wall Replacement at Castle Point Apartments; Broadband Feasibility Study; Printing and Publication Services; Media Monitoring Services; Public Relations Consulting Services; Load Bank Testing for Backup Generators; Victoria Plaza Modernization; Fair Avenue Apartments Expansion Joint Repairs; Demolition Services for Infill Properties; Long Term and Construction Financing; Developer for Culebra Road Property; Public Relations Firm for DSNR Initiatives; Consultant for Management of PH Portfolio; Automatic Door Maintenance and Repair; Fencing, Automated Gates and Pedestrian Access Gates Maintenance and Repair; Temporary and Contract Personnel Services; HRIS Consultant; Security Guard Services for Various SAHA Properties; Digital Display; and Exterior ADA Door Modifications at SAHA Central Office. Mr. Morando also provided information

concerning current change orders as well as a report of the vehicles purchased during the first quarter of 2018.

Item 12: Update and discussion regarding the April 19, 2018, Resident Services Committee Meeting

Commissioner Clack provided the April 19, 2018, Resident Services Committee Meeting report. The meeting was held in the Community Room of Springview Apartments and attended by twelve residents. The items discussed during the meeting included the following topics:

- **Update and discussion regarding the Federal Housing Programs Quarterly Report**
- **Update and discussion regarding FYE 2018 3rd Quarter Federal Housing Programs Client Services Report**
- **Update and discussion regarding ConnectHome Program**
- **Update and discussion regarding Resident Success Stories**

Item 13: Update and discussion regarding the April 19, 2018, Operations and Choice Neighborhood Committee Meeting

An Operations and Choice Neighborhood Committee meeting was held on Thursday, April 19, 2018, in the Community Room of Springview Apartments. The following topics were discussed at the committee meeting:

Update and discussion regarding Wheatley Choice Neighborhood activities

An update for the Wheatley Choice Neighborhood was provided.

Presentation - Victoria Commons Development Strategy

Mr. Timothy E. Alcott, Real Estate and Legal Services Officer, provided an update of the upcoming Development Services Neighborhood Revitalization projects. The presentation consisted of a brief overview of the department's organizational chart, a map of current and upcoming projects, a timeline of projects without the Choice Grant, as well as an overview of Victoria Commons.

The following resolutions were approved to move forward to the Board meeting:

Resolution 5817, authorizing SAHA staff to transfer eleven single family properties located in San Antonio, Texas, to a builder (TBD), at no cost to the builder, in exchange for the construction of eleven single family homes, at no cost to SAHA, in accordance with the Wheatley Choice Neighborhood Grant Infill Housing Strategy. The eleven single lots include the following property addresses: 519 Arthur; 611 Arthur; 1533 Hays; 1535 Hays; 1439 Lamar; 209 Gabriel; 1714 Burnet; 1718 Burnet; 1418 Hays; 939 Poinsettia; and 943 Poinsettia was presented by Timothy E. Alcott, Real Estate and Legal Services Officer; Lorraine Robles, Director of Development Services and Neighborhood Revitalization.

Resolution 5816, approving the 2018 Payment Standard Schedule at 90% of the FY2018 Small Area Fair Market Rents (SAFMRs) for the Veterans Affairs Supportive Housing (VASH) Program and Mainstream Program was presented by Brandee Perez, Director of Federal Housing Programs.

Resolution 5818, authorizing the award of a contract for Benefits Consultant to McGriff, Seibels & Williams, Inc. for an annual cumulative amount not to exceed \$65,000.00; for a period of one year with the option to renew up to four additional one-year terms was presented by Steven Morando, Director of Procurement and General Services; Janie Rodriguez, Director of Human Resources.

Resolution 5819, authorizing the award of a contract for Security Guard Services for Central Office to Blue Armor Security Services, Inc. (ABE, DBE, MBE, SBE, Section 3 Business) for an annual cumulative amount not to exceed \$80,000.00; for a period of one year with the option to renew up to four additional one-year terms was presented by Steven Morando, Director of Procurement and General Services; Domingo Ibarra, Director of Security.

Resolution 5820, authorizing the award of contracts for Disaster Restoration of Operations Services, through The Cooperative Purchasing Network (TCPN), to Belfor USA Group, Inc., and Blackmon Mooring Services, Ltd, for an annual cumulative amount not to exceed \$150,000.00; for a period of one year with the option to renew up to one additional one-year term was presented by Steven Morando, Director of Procurement and General Services; Diana Kollodziej Fiedler, Director of Finance and Accounting.

Resolution 5821, authorizing the award of a contract for Website Redesign, Hosting, Security and Maintenance to Pavlov Advertising, LLC for an annual cumulative amount not to exceed \$172,000.00 for year one, and \$44,000.00 for each of the years two through five; for a period of one year with the option to renew up to four additional one-year terms was presented by Steven Morando, Director of Procurement and General Services; Jo Ana Alvarado, Director of Innovative Technology.

Item 14: President's Report

- SAHA Receives Wheatley Family Phase IV HOME Award of \$1,500,000.00
- 2nd Annual Rib Cook-off
- Texas NAHRO Awards
- BiblioTech East Grand Opening
- SAHA Receives Funding for HUD - Veterans Affairs Supportive Housing Vouchers
- 2018 SAHA Annual Report Released
- SAHA Unveils New Eastside Development at Grand Opening
- SAHA Celebrates Employees at Spring Event

Item 15: *Closed Session:

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 regarding the CEO evaluation process

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).

- Discussion regarding Westside Choice Neighborhood

Chair Morris Stribling, DPM, recessed for Closed Session at 2:51 p.m.

Item 16: Citizens to be Heard

There were no Citizens to be Heard.

Item 17: Adjournment

The Regular Board Meeting was not reconvened and the Board of Commissioners did not return from Closed Session.

ATTEST:

Morris A. Stribling, DPM
Chair

Date

David Nisivoccia
President and CEO

Date

**MINUTES
SAN ANTONIO HOUSING AUTHORITY
FINANCE COMMITTEE MEETING
May 17, 2018**

SCHEDULED: 12:30 p.m. at 818 S. Flores St., San Antonio, TX, 78204

COMMISSIONERS PRESENT:

Morris A. Stribling, DPM, Chair
Thomas F. Adkisson, Commissioner
Francesca Caballero, Commissioner
Charles Clack, Commissioner
Marie R. McClure, Commissioner
Jessica Weaver, Commissioner

COMMISSIONERS ABSENT:

Charles Munoz, Vice-Chair

COUNSEL: Doug Poneck, Escamilla & Poneck, LLP

STAFF:

David Nisivoccia, President and CEO
Muriel Rhoder, Chief Administrative Officer
Ed Hinojosa, Chief Financial Officer
Timothy E. Alcott, Real Estate and Legal Services Officer
Adrian Lopez, Director of Community Development Initiatives
Janie Rodriguez, Director of Human Resources
Jo Ana Alvarado, Director of Innovative Technology
Diana Kollodziej Fiedler, Director of Finance and Accounting

Steven Morando, Director of Procurement and General Services
Hector Martinez, Director of Construction Services and Sustainability
Domingo Ibarra, Director of Security
Lorraine Robles, Director of Development Services and Neighborhood Revitalization
Thomas Roth, Director of Asset Management
Richard Milk, Director of Policy and Planning
Brandee Perez, Director of Federal Housing Programs

Item 1: Meeting called to order

Committee Chair Adkisson called the meeting to order at 12:39 p.m.

Item 2: Minutes

- Approval of the February 15, 2018, Finance Committee Meeting minutes

Motion: Commissioner McClure moved to approve the February 15, 2018, Finance Committee Meeting minutes. Commissioner Clack seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair			X	
Thomas F. Adkisson, Committee Chair	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 3: Resolution 5822, approving the Consolidated Operating Budget for the San Antonio Housing Authority and its affiliated Non-Profits for the fiscal year ending June 30, 2019

Mr. Ed Hinojosa, Chief Financial Officer and Ms. Diana Kollodziej Fiedler, Director of Finance and Accounting, presented the proposed goals and budget for fiscal year 2018-2019. They explained that the budget is created to help the agency plan operational activities, while considering established goals, with respect to the current and future funding environment. The Staff has been working on the Fiscal Year 2018-2019 budget process since October 2017.

While staff continues to monitor the federal funding news, budgets were prepared using conservative estimates based on available information. The proposed budget will be implemented for the Fiscal Year starting July 1, 2018, and ending June 30, 2019. Financial performance versus budget will be reported back to the Finance Committee on a periodic basis throughout the year.

Motion: Commissioner Clack moved to approve Resolution 5822. Commissioner Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair				X
Thomas F. Adkisson, Committee Chair	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 4: Update and discussion regarding the Quarterly Financial Report for the San Antonio Housing Authority

Ms. Diana Kollodziej Fiedler, Director of Finance and Accounting, reported and provided the financial highlights of the San Antonio Housing Authority. The results of operations for the nine months ended March 31, 2018, reflect a surplus before non-cash items of \$16.4 million, which was \$9.2 million over budgeted projections. The Total Operating Revenue was approximately \$4.4 million above budget, due to a favorable variance of \$7.0 million in Section 8 Housing Assistance Payment (HAP) Revenue. The total Operating Expenses ended the period \$3.5 million below budget, due primarily to favorable variances of \$1.9 million in Salaries and Benefits and \$3.6 million in Other Expenses.

The Comparative Balance Sheet reflects an overall increase in Total Net Position of \$11.3 million from March 31, 2017, to March 31, 2018. Total Assets increased \$16.3 million due to increases of \$8.3 million in Current Assets, \$2.7 million in Fixed Assets, and \$5.3 million in Other Non-Current Assets. The complete Quarterly Financial Report for the San Antonio Housing Authority was provided to the Board in the Finance Committee final packet.

Item 5: Update and discussion regarding the Internal Audit Department Quarterly Report

Ms. Helen Madison, Acting Director of Internal Audit, reported that Internal Audit provides independent and objective assurance, auditing, and consulting services to add value, improve internal controls, and strengthen the Agency's operations. The function helps the Housing Authority accomplish its objectives by using a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. In addition

to its oversight activities, internal audit serves as a resource for identifying opportunities for best practices and efficiencies. Ms. Madison's presentation to the Board of Commissioners included updates regarding the status of FY 2017-2018 Internal Audit Plan, the preparation of the FY 2018-2019 Internal Audit Plan, and the status of Corrective Action Items resulting from internal audits.

Item 6: Adjournment

With no objections, Committee Chair Adkisson adjourned the meeting at 1:55 p.m.

ATTEST:

Morris A. Stribling, DPM
Chair, Board of Commissioners

Date

David Nisivoccia
President and CEO

Date

MINUTES
SAN ANTONIO HOUSING AUTHORITY
OPERATIONS AND CHOICE NEIGHBORHOOD COMMITTEE
SPECIAL BOARD MEETING
May 17, 2018

SCHEDULED: 2:00 p.m. at the Central Office of the San Antonio Housing Authority, 818 S. Flores, San Antonio, TX, 78204

COMMISSIONERS PRESENT:

Morris A. Stribling, DPM, Chair
Charles Clack, Commissioner
Francesca Caballero, Commissioner
Marie R. McClure, Commissioner
Jessica Weaver, Commissioner

COMMISSIONERS ABSENT:

Charles R. Munoz, Vice Chair
Thomas F. Adkisson, Commissioner

COUNSEL: Doug Poneck, Escamilla & Poneck, LLP

STAFF:

David Nisivoccia, President and CEO
Muriel Rhoder, Chief Administrative Officer
Ed Hinojosa, Chief Financial Officer
Timothy E. Alcott, Real Estate and Legal Services Officer
Adrian Lopez, Director of Community Development Initiatives
Jo Ana Alvarado, Director of Innovative Technology
Brandee Perez, Director of Federal Housing Programs

Steven Morando, Director of Procurement and General Services
Domingo Ibarra, Director of Security
Lorraine Robles, Director of Development Services and Neighborhood Revitalization
Thomas Roth, Director of Asset Management
Richard Milk, Director of Policy and Planning
Janie Rodriguez, Director of Human Resources
Kristi Baird, Director of Beacon Communities
Diana Kollodziej Fiedler, Director of Finance and Accounting

Item 1: Meeting called to order

Chair Stribling, DPM, called the meeting to order at 2:39 p.m.

Item 2: Update and discussion regarding Wheatley Choice Neighborhood activities relating to People, Housing and Neighborhood

Ms. Lorraine Robles, Director of Development Services and Neighborhood Revitalization, provided updates regarding the housing components of the Wheatley Choice Neighborhood report and Ms. Beth Keel, Sustainability Liaison, provided updates of the Urban Farm. Ms. Robles also reported that the first community planning meeting for the Neighborhood Beautification project will be held on May 23, 2018, at the Wheatley Park Senior Living Community Room.

Mr. Adrian Lopez, Director of Community Development Initiatives, provided a brief update regarding Choice education and training strategies. Mr. Lopez, also provided a brief update regarding Choice resident health. He reported that the Case Managers and the UIW Nurses have begun referring families to the new UHS Clinic. The UHS Clinic

staff and SAHA management have met to address the issues of walk-in policies and primary doctor requirements. Mr. Lopez also stated that in the future he will provide a report to highlight the progress of Urban Strategies.

OPERATIONS

Item 3: Resolution 5823, authorizing Mission DG as developer of Vitre Apartment Transaction including: (I) execution of all documentation necessary to carry out transaction; (II) authorizing the San Antonio Housing Facility Corporation to serve as prime contractor; (III) to enter into the agreement of limited partnership for Vitre Apartments; and (IV) obtaining Texas Department of Housing and Community Affairs tax credits for the project and other matters in connection herewith

Mr. Timothy E. Alcott, Real Estate and Legal Services Officer, reported that Mission DG is a developer of affordable housing in the State of Texas and specializes in the development, construction and management of high quality senior and multi-family residential properties. The developer has approached SAHA with an opportunity to partner in the development of this affordable, multi-family housing development.

Mr. Mark Trolley, the developer, was present to answer questions regarding the development of the Vitre Apartments. The Vitre Apartments will be an approximately 232 unit housing development located at 120 N. Leona Street, San Antonio, Texas. The development will be targeted specifically for working families and will consist of 48 tax credit units. The new development will provide a mix of studio, one-bedroom and two-bedroom units with appropriate design considerations and amenities. Vitre Apartments has an estimated development cost of \$34,806,314.00 and will be funded by four percent Tax Credits and a HUD 221(d)(4) loan.

Mission DG will partner with the San Antonio Housing Authority, which will benefit both entities. The partnership will receive the benefit of the San Antonio Housing Facility Corporation’s ad valorem tax exemption, as well as its sales tax exemption; the agency will add units to its affordable housing portfolio, enabling the agency to serve more residents and further its mission. Mission DG will provide ongoing guarantees and long term property management.

Motion: Commissioner Caballero moved to approve Resolution 5823. Commissioner Clack seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Charles Clack, Commissioner	X			
Francesca Caballero, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Dr. Stribling recessed the meeting at 3:22 p.m. to convene the San Antonio Housing Facility Corporation Meeting. The Operations and Choice Neighborhood Committee Meeting was reconvened at 3:24 p.m.

Item 4: Resolution 5827, 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, flood, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2018-2019, in an amount not to exceed \$3,200,000

Ms. Diana Kollodziej Fiedler, Director of Finance and Accounting, reported that the U.S. Department of Housing and Urban Development (HUD) requires Public Housing Authorities (PHAs) to maintain adequate insurance coverage on all properties. 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, whereby selections are recommended based on the best cost and fit for SAHA. The FY 2017-2018 Board approved request was \$2,950,000; the projected costs for FY 2018-2019 are expected not to exceed \$3,200,000. This amount is included in the FY 2018-2019 budget. The policy periods covered will be July 1, 2018, through June 30, 2019.

Ms. Fiedler further stated that the total projected increase requested is \$250,000 or 9.35 percent. Cost increases are typically attributable to variable market conditions, claims loss history, policy limits of liability adjustments, filling coverage gaps, and catastrophic events. Most impactful to the increase was SAHA's 2016 hail claims, as well as, the addition of properties requiring flood insurance coverage. SAHA Staff believes these projected costs are the worst case scenario. Historically, SAHA has been unable to obtain competitive pricing in the open market, largely attributable to being classified a high risk insured. The BOR is restricted from securing full indications until May 1, 2018, and through June 30, 2018, as per industry standards.

To conclude, Ms. Fiedler informed the Board that in order to secure the best possible products and pricing, SAHA staff seeks authorization to bind policies by or before June 30, 2018. 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 2018. Approximately ten percent of the \$3,200,000 is specifically for policy additions, premium increases, policy adjustments, coverage gaps, or to insure special events, as they occur throughout the year.

Motion: Commissioner Weaver moved to approve Resolution 5827. Commissioner Clack seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Charles Clack, Commissioner	X			
Francesca Caballero, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 5: Resolution 5826, authorizing the award of a contract for a cloud unified communication and collaboration solution to RingCentral, Inc. for an annual cumulative amount not to exceed \$275,000.00 for year one, \$170,000.00 for year two, \$175,000.00 for year three and \$170,000.00 for each of the years four and five; for a period of one year with the option to renew up to four additional one-year terms

Ms. Jo Ana Alvarado, Director of Innovative Technology, reported that SAHA’s current phone system, PBX and business communication tool is outdated and in need of an upgraded solution. SAHA requires the services of a vendor to provide an upgraded solution that includes cloud/hosted communication, collaboration and Unified Communication as a service, physical devices, technical support and maintenance. Unified communications (UC) will provide the new user experience with the integration of communication services from any device that includes, but is not limited, to the following services: instant messaging (chat), softphone, mobile and physical phone call functionality, voice (including IP telephony), mobility features (including extension mobility and single number reach), audio/video conferencing, web conferencing with desktop sharing, data sharing, call control and call auditing, reporting and analytics, PBX functionality from softphone, physical phone and mobile devices, such as voicemail to email, SMS and fax services from desktop, all rolled into one premium license. The call analytics and reporting will be used as a dashboard of data to manage queues and call volume for better call handling and response. UC allows an individual to send a message on one medium and receive the same communication on another medium. The solution will provide new models of physical phones for call conferencing and administrative access to multiple lines that will be incorporated into a hybrid solution. The Premium license will allow for any device to be used as a communication and collaboration tool.

On February 21, 2018, SAHA issued a “Request For Proposals” (RFP) #1802-838-35-4754 for Cloud Unified Communication and Collaboration Solution, which closed on March 23, 2018. Mr. Steven Morando, Director of Procurement and General Services, informed the Board that a total of four proposals were received in response to the RFP: Hi-Tech Bangla Information Systems, Inc. (DBE, MBE, SBE), Netsync Network Solutions (HUB), RingCentral, Inc., and McCom, Inc. After completion of the initial evaluation, the three highest rated proposers were invited to present their presentation to the evaluation committee. Based on the above, we are recommending contract award to RingCentral. They are the highest rated responsive and responsible proposer.

The cost for the cloud unified communication and collaboration solution is not expected to exceed an annual cumulative amount of \$275,000.00 for year one, \$170,000.00 for

year two, \$175,000.00 for year three, and \$170,000.00 for each of the years four and five; and will be funded through operating and available reserve funds.

Motion: Commissioner Caballero moved to approve Resolution 5826. Commissioner Clack seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Charles Clack, Commissioner	X			
Francesca Caballero, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 6: Resolution 5825, authorizing the award of a contract for Prefabricated Metal Building for Garcia Street Urban Farm to Geofill Material Technologies, dba, Geofill Construction (SBE) for an amount not to exceed \$62,480.00

Ms. Lorraine Robles, Director of Development Services and Neighborhood Revitalization, informed the Board that SAHA requires the services of a contractor to construct a prefabricated metal building to include the building’s foundation, permits, and electrical work for the Garcia Street Urban Farm, which will be used as a farmhouse-type structure. The building will house tools and equipment that are needed for the farm and other items needed for community functions, e.g., Farmers Market. A commercial sink with a drain will be installed for washing harvested vegetables, and a walk-in cooler for storage of the harvest. The farm will be maintained by volunteers from the community. Additionally, St. Phillips College and other educational institutions and/or schools have plans to develop curriculum around the Urban Farm. This is part of the Critical Community Initiatives plan.

On April 17, 2018, SAHA issued an “Invitation For Bids” (IFB) #1803-909-25-4780 for Prefabricated Metal Building for Garcia Street Urban Farm, which closed on May 2, 2018. Mr. Morando informed the Board that a total of three bids were received in response to the IFB: All Pro General Construction (DBE, ESBE, HABE, MBE, SBE, Section 3 Business), Geofill Material Technologies, dba, Geofill Construction (SBE), and JC’s Construction & Remodeling (HABE, WBE, Section 3 Business). All bids were evaluated on the following criteria: purchase price, reputation of the bidder and its 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, we are recommending contract award to Geofill Material Technologies. They are the lowest responsive and responsible bidder. Geofill Material Technologies, LLC, dba, as Geofill Construction, was founded in 2003, and is located in Schertz, Texas.

In addition, the cost for the prefabricated metal building for the Garcia Street Urban Farm is not expected to exceed an amount of \$62,480.00, to include a base bid amount of \$56,800.00, and a 10% contingency in the amount of \$5,680.00. This project will be funded through the Choice Grant.

Motion: Commissioner Clack moved to approve Resolution 5825. Commissioner Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Charles Clack, Commissioner	X			
Francesca Caballero, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 7: Resolution 5824, authorizing the award of contracts for Architectural and Engineering Services agency-wide to the following firms: AG Associates Architects (HABE, HUB), Alamo Architects, Inc. (SBE), Durand-Hollis Rupe Architects, Inc. (DBE, ESBE, HABE, MBE, SBE), Debra J. Dockery, Architect, P.C. (ESBE, SBE, WBE), Saldana & Associates, Inc. (AABE, MBE, SBE), Smith & Company Architects (AABE, MBE, SBE), Sprinkle & Co. Architects, LLC (ESBE, SBE), and Tyson and Billy Architects, P.C.; not to exceed an annual cumulative amount of \$1,500,000.00 for a period of one year with the option to renew up to four additional one-year terms

Mr. Morando, and Hector Martinez, Director of Construction Services and Sustainability, reported that SAHA requires the services of architectural and engineering firms on an as-needed basis, with experience in various disciplines for SAHA projects at various properties and communities. Projects may include: comprehensive modernization of public and affordable housing properties; site improvements to include driveways, sidewalks, site lighting, and landscape; moderate rehabilitation of single and multi-family properties for the creation of energy efficient green communities; design work architectural and structural upgrades to the interior and exteriors of various buildings at a variety of properties; roofing at various properties; rehabilitation of fire, water, mold, and wind damaged properties; upgrades to playgrounds; renovation of single family homes to address structural, electrical, plumbing, and other defects; and property assessments and/or forensic evaluations of structural, electrical, plumbing or other defects in commercial, single or multi-family housing structures and improvements.

On March 26, 2018, SAHA issued a Request For Qualifications (RFQ) #1803-906-07-4768 for Architectural and Engineering Services that closed on April 18, 2018. A total of sixteen proposals were received in response to this solicitation. All proposals were evaluated on the following criteria: experience, competency, green building, project approach, response, and strength of the firm's Section 3 and SWMBE plans. Based on the above, AG Associates Architects, Alamo Architects, Durand-Hollis Rupe Architects (DHR), Debra Dockery Architects, Saldana & Associates Architects, Smith & Company Architects, Sprinkle & Co. Architects, and Tyson and Billy Architects are the highest rated responsive and responsible proposers and are being recommended for contract award.

The cost for architectural and engineering services is not expected to exceed an annual cumulative amount of \$1,500,00.00 and will be funded through capital grant funds, insurance proceeds, approved operating budgets, and available reserves.

Motion: Commissioner Caballero moved to approve Resolution 5824. Commissioner Clack seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			
Charles Clack, Commissioner	X			
Francesca Caballero, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 8: Update and discussion regarding Fencing and Retaining Wall Replacement at Castle Point Apartments

Mr. Morando, Mr. Martinez, and Ms. Kristi Baird, Director of Beacon Communities, reported that on March 28, 2018, SAHA received a Notice of Violation from the City of San Antonio Code Enforcement related to the retaining walls at the Beacon Communities Castle Point Apartments. The structure is approximately 1,150 linear feet and is located on the east and south sides of the property. The retaining wall and fencing has been a part of Beacon’s Overall Castle Point Site Wide Improvements Project, which is not scheduled to start until approximately late summer of this year.

To expedite the completion of this project, and in response to the Code notice, SAHA has requested price quotes from three State of Texas TXMAS (Texas Multiple Award Schedule) contractors with responses due May 14, 2018. SAHA is able to utilize TXMAS contracts as a member of the State of Texas Cooperative Purchasing Program. Although use of TXMAS contracts are exempt from competitive bidding requirements, SAHA has chosen to obtain quotes from multiple vendors to ensure it receives a fair and reasonable price. Sprinkle & Co. Architects, LLC, SAHA’s architect for the Castle Point project, had provided an estimated cost of \$208,577 for this work. Under SAHA’s Procurement Policy, the Contracting Officer or designee can approve any procurement of goods, supplies, materials, services or equipment needed to mitigate an emergency regardless of the dollar amount, provided that the nature and value of said purchases, if such purchases exceed delegated authority, shall be reported to the Board of Commissioners consistent with this Policy. An emergency is an event which requires immediate action in order to prevent a hazard to life, health, safety, welfare or to avoid undue additional cost to SAHA. In this particular case, there are concerns for safety in the event the wall were to fail before our larger site wide project is completed.

Mr. Morando further stated that since the expenditure amount to mitigate the emergency is expected to exceed the delegated authority of the Contracting Officer, and in accordance with the SAHA Procurement Policy, a ratification will be presented at an upcoming Board of Commissioners meeting with details of the award and the contract amount.

Item 9: Update and discussion regarding Beacon Communities Capital Projects

Ms. Baird provided a brief overview of the Beacon Communities Capital Projects for the following properties: Woodhill, Towering Oaks, Monterrey Park, Castle Point, La

Providencia, Villa De Valencia, Sunshine Plaza, Pecan Hill, Burning Tree, Encanta Villa and Legacy at Crown Meadows.

Item 10: Update and discussion regarding the Capital Plan for Public Housing

Mr. Thomas Roth, Director of Asset Management, provided a quarterly status update on capital projects that have been contemplated under the Public Housing 5 Year Capital Plan. Projects have been completed at the following properties: Cross Creek Apartments, Escondida Apartments, H.B. Gonzalez Apartments, Madonna Apartments, Morris Beldon Apartments, W.C. White Apartments and Westway Apartments.

The projects in process include the following properties: Charles Andrews Apartments, Francis Furey Apartments, Frank Hornsby Apartments, Lila Cockrell Apartments, Lincoln Heights Apartments and Tarry Towne Apartments.

The projects in the planning phase include the following properties: Blanco Apartments, Cassiano Homes, Fair Avenue Apartments, Le Chalet Apartments, T.L. Shaley Apartments, Victoria Plaza and Villa Tranchese apartments.

Mr. Roth further stated that the capital projects are being funded by a combination of Capital Fund Program (CFP), Moving to Work (MTW) Funds, insurance loss proceeds, and available reserves.

Item 11: Adjournment

Chair Stribling adjourned the meeting at 4:45 p.m.

ATTEST:

Morris A. Stribling, DPM
Chair, Board of Commissioners

Date

David Nisivoccia
President and CEO

Date

BOARD OF COMMISSIONERS

RESOLUTION 5822, APPROVING THE CONSOLIDATED OPERATING BUDGET FOR THE SAN ANTONIO HOUSING AUTHORITY AND ITS AFFILIATED NON-PROFITS FOR THE FISCAL YEAR ENDING JUNE 30, 2019

David Nisivoccia
President and CEO

Ed Hinojosa
Chief Financial Officer

Diana Kollodziej Fiedler
Director of Finance and
Accounting

Requested Action:

Consideration and approval regarding Resolution 5822, approving the Consolidated Operating Budget for the San Antonio Housing Authority and its Affiliated Non-Profits for the fiscal year ending June 30, 2019.

Summary:

The budget is to help the agency plan operational activities, while considering established goals, with respect to the current and future funding environment. The budget has been developed in support of the San Antonio Housing Authority's strategic goals:

- 1) Empower and equip families to improve their quality of life and achieve economic stability.
- 2) Invest in our greatest resource – our employees – and establish a track record for integrity, accountability, collaboration and strong customer service.
- 3) Preserve and improve existing affordable housing resources and opportunities.
- 4) Strategically expand the supply of affordable housing.
- 5) Transform core operations to be a high performing and financially strong organization.
- 6) Develop a local and national reputation for being an effective leader, partner, and advocate for affordable housing and its residents.

All departmental and operational budgets were prepared in accordance with the following directives:

- All SAHA budgets are based on Agency priorities and established strategic goals as reflected in PlanBase.
- Section 8 HAP is budgeted at 95% funding proration with our Target Utilization of 12,146 vouchers, adjusted for known allocations of Tenant Relocation or Special Programs.
- For Section 8 Administration, we anticipate funding at 70% proration. Section 8 Administration includes continued efforts for efficiency improvement and cost reduction.
- Public Housing property budgets anticipate subsidy funding at 87% proration. Accordingly, all cost budgets are consistent with this projected funding level. Target occupancy is 97%.
- Beacon properties target occupancy is 96%.
- Development Services budgets are consistent with the 5-year development plan.

- Central Office Cost Center (COCC) and Service Departments will experience continued pressure on funding and fees. The COCC funding restrictions are partially supported by efficiency improvements and other cost reduction efforts.

Staff has been working on the Fiscal Year 2018-2019 budget process since October 2017. While staff continues to monitor the federal funding news, budgets were prepared using conservative estimates based on available information. Staff is pleased to present an overall balanced budget for the 2018-2019 fiscal year.

Following are some of the financial highlights comparing fiscal year 2017-2018 to fiscal year 2018-2019:

Revenues increased from \$176 million to \$178.3 million, primarily due to an increase in rental revenue, capital grants, operating fund and interest income.

The Public Housing Operating subsidy for the 2018 Calendar Year is currently being funded at 90% of our original request of \$23.4 million, although these figures are not finalized at this point. Unfortunately, we have no indication of what the 2019, funding will be, so we have projected an average funding of 87% for the 2018-2019 fiscal year.

The budgets accommodate employee performance evaluation increases of up to 3%.

Managers worked diligently to produce operating budgets for their areas of responsibility. Officers and Directors have met with the Executive team to present their budgets and have made all appropriate adjustments.

Staff has focused on making prudent departmental and budgetary decisions, especially during this very challenging and changing funding environment. The agency will also continue identifying and implementing solutions that will build on existing strengths and deliver services effectively and efficiently, while being innovative, ethical and nimble.

Following review by the Finance Committee, the budget will be presented to the full Board of Commissioners for consideration and approval at the June 7, 2018, meeting.

Financial Impact:

The proposed budget will be implemented for the Fiscal Year starting July 1, 2018, and ending June 30, 2019. Financial performance versus budget will be reported back to the Finance Committee on a periodic basis throughout the year.

Strategic Goal:

Transform core operations to be a high performing and financially strong organization.

Attachments:

Resolution 5822
HUD form 52574
Budget Presentation

**San Antonio Housing Authority
Resolution 5822**

RESOLUTION 5822, APPROVING THE CONSOLIDATED OPERATING BUDGET FOR THE SAN ANTONIO HOUSING AUTHORITY AND ITS AFFILIATED NON-PROFITS FOR THE FISCAL YEAR ENDING JUNE 30, 2019

WHEREAS, the fiscal year of the San Antonio Housing Authority and its Affiliated Non-Profits runs from July 1 through June 30; and

WHEREAS, the Commissioners of the San Antonio Housing Authority are responsible for the adoption of its operating budget under its Rules of Governance; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires the San Antonio Housing Authority adopt a public housing budget for its approval; and

WHEREAS, the San Antonio Housing Authority has prepared a Consolidated Operating Budget that maintains the long-term financial health of the agency and the ability to provide quality housing and services; and

WHEREAS, the proposed budget contains a provision to accommodate employee performance evaluation increases of up to 3%;

WHEREAS, SAHA Moving-to-Work (MTW) funds are obligated consistent with the MTW Plan for the following:

- 1) Section 8 funding shortfall - \$1.5 million
- 2) Choice implementation matching grant for Wheatley Courts transformation - \$1.5 million
- 3) Development of Labor Street Multifamily Property - \$5.5 million
- 4) Capital Planning - \$400 thousand
- 5) Funding for the Rehabilitation of Victoria Plaza - \$10 million
- 6) Additional Funding for East Meadows Development - \$600 thousand
- 7) Preservation and expansion of affordable and public housing - \$15.9 million
- 8) Program administration and implementation of MTW initiatives - \$1.4 million

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

- 1) Reviewed the Consolidated Budget and has found that the final plan is reasonable in that it indicates a source of funding adequate to cover proposed expenditures; and
- 2) Approves Resolution 5822, approving the Consolidated Operating Budget for the San Antonio Housing Authority and its affiliated Non-Profits for the Fiscal Year

Ending June 30, 2019, and the obligation of funds as described in this Resolution and included in the referenced Consolidated Operating Budget; and

- 3) Authorizes the CEO to submit and sign the HUD forms related to this Operating Budget.

Passed and approved the 7th day of June 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

Public reporting burden for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name:PHA Code:

PHA Fiscal Year Beginning:Board Resolution Number:

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE

- Operating Budget approved by Board resolution on:
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name:	Signature:	Date:

Proposed Goals and Budget Fiscal Year 2018-2019



SAHA Board of Commissioners

Budget Workshop

May 17, 2018

Agenda

2

I. Background

- A. SAHA Significant Accomplishments in FY 2017-2018
- B. Guiding Principles and Strategic Plan Alignment
- C. Key Agency Budget Priorities

II. Funding Environment

- A. Who We Serve
- B. Federal Funding Trend

III. SAHA FY 2018-2019 Budget

- A. FY 2018-2019 Consolidated Budget - Revenues and Expenses
- B. MTW Proposed Uses
- C. SAHA Staffing Count and Organizational Chart
- D. Agency Goals and Priorities

SAHA and Partner FY 17-18 Accomplishments

3

- ▶ **Celebrated the opening of the Wheatley Park Senior Living Apartments**, Phase II of the Wheatley Choice Neighborhood Initiative. A \$15.5 million project, the Wheatley Park Senior Living mixed-income community offers 80 affordable one- and two-bedroom apartments.
- ▶ **Won \$10,000 and received an honorable mention for the creative design of a low-cost Wi-Fi network for residents** from the National Science Foundation and tech company, Mozilla, through their Wireless Innovation for a Networked Society challenge.
- ▶ **Received 15 Awards of Merit** from the National Association of Housing and Redevelopment Officials (NAHRO) for various innovative programs and initiatives.
- ▶ **Sold five single-family homes**, the first batch in an 88-home spread for developments in and around what was formerly known as Mirasol Homes. SAHA has billed this as the largest reconstruction effort on the city's west side in a decade and aspires to turn renters into homeowners and enable them to build generational wealth.
- ▶ **Presented 189 R.E.A.C.H. (Rewarding Educational Achievement, Cultivating Hope) Awards** to SAHA students for achieving Perfect Attendance and/or A-B Honor Roll. In addition, 43 SAHA youth received college scholarships.
- ▶ **Received a 9% tax credit investment for the final housing phase of the Wheatley Choice Neighborhood Development** from the Texas Department of Housing and Community Affairs. The \$15 million total tax credit investment will be used to complete East Meadows II.

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Budget Guiding Principles & Goals

I. Budget Guiding Principles

- Improve quality of life for residents
- Preserve and expand affordable housing
- Strengthen SAHA's basic internal services, systems and staff capacity

II. Goals Consistent with Strategic Plan:

- 1) Empower and equip families to improve their quality of life and achieve economic stability
- 2) Invest in our greatest resource - our employees - and establish a track record for integrity, accountability, collaboration and strong customer service
- 3) Preserve and improve existing affordable housing resources and opportunities
- 4) Strategically expand the supply of affordable housing
- 5) Transform core operations to be a high performing and financially strong organization
- 6) Develop a local and national reputation for being an effective leader, partner, and advocate for affordable housing and its residents

Key Agency Budget Priorities

5

- **Operations:** Focus on operational excellence, high performer
- **Choice Neighborhood:** Full implementation of People, Neighborhood, and Housing goals
- **Moving to Work:** Focus on client success and people outcomes
- **5-year Asset Management Plan for capital improvements and new construction**
- **Public Scorecard for SAHA strategic plan**

Who We Serve

BY THE NUMBERS



58,899

Individuals housed



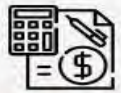
28,272

Children



53,473

Households on the waiting list



25%

Nearly 25% of San Antonio renters spend more than half of their income on housing.



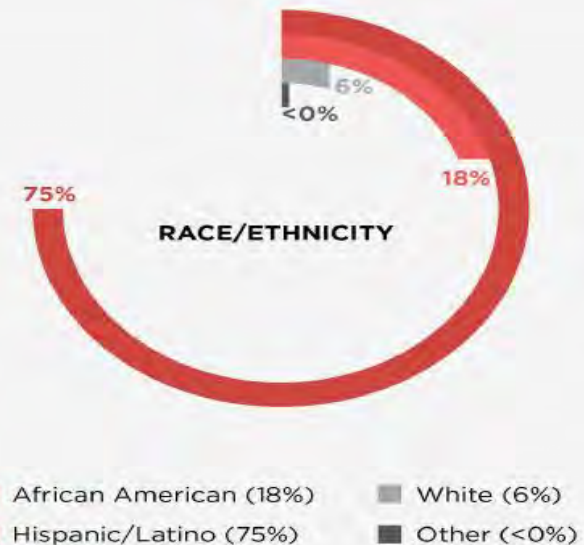
\$12,131

Average income of \$12,131 (average San Antonio family makes \$61,459).



\$235

Households pay an average of \$235 a month in rent.



95%

occupancy in Public Housing

93%

of vouchers are assisting families

97%

of families served are very low-income (50% of area median income and below)

53%

Households live on a fixed income and are elderly and/or disabled

50%

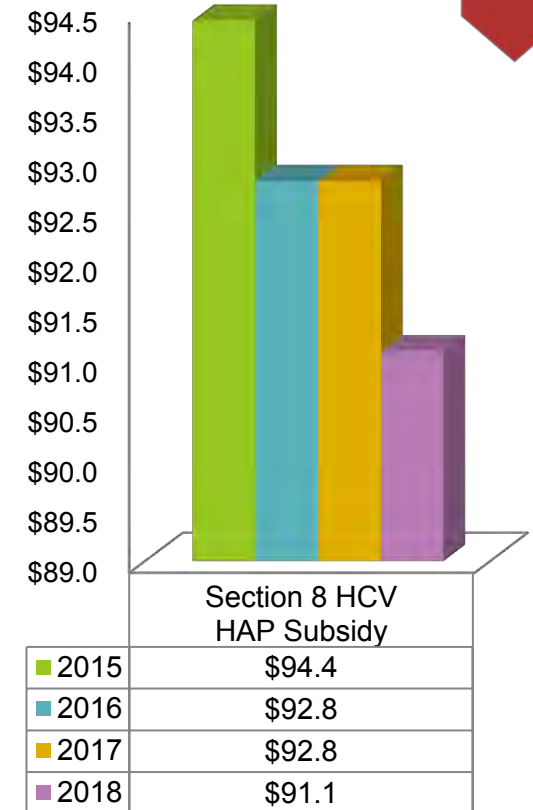
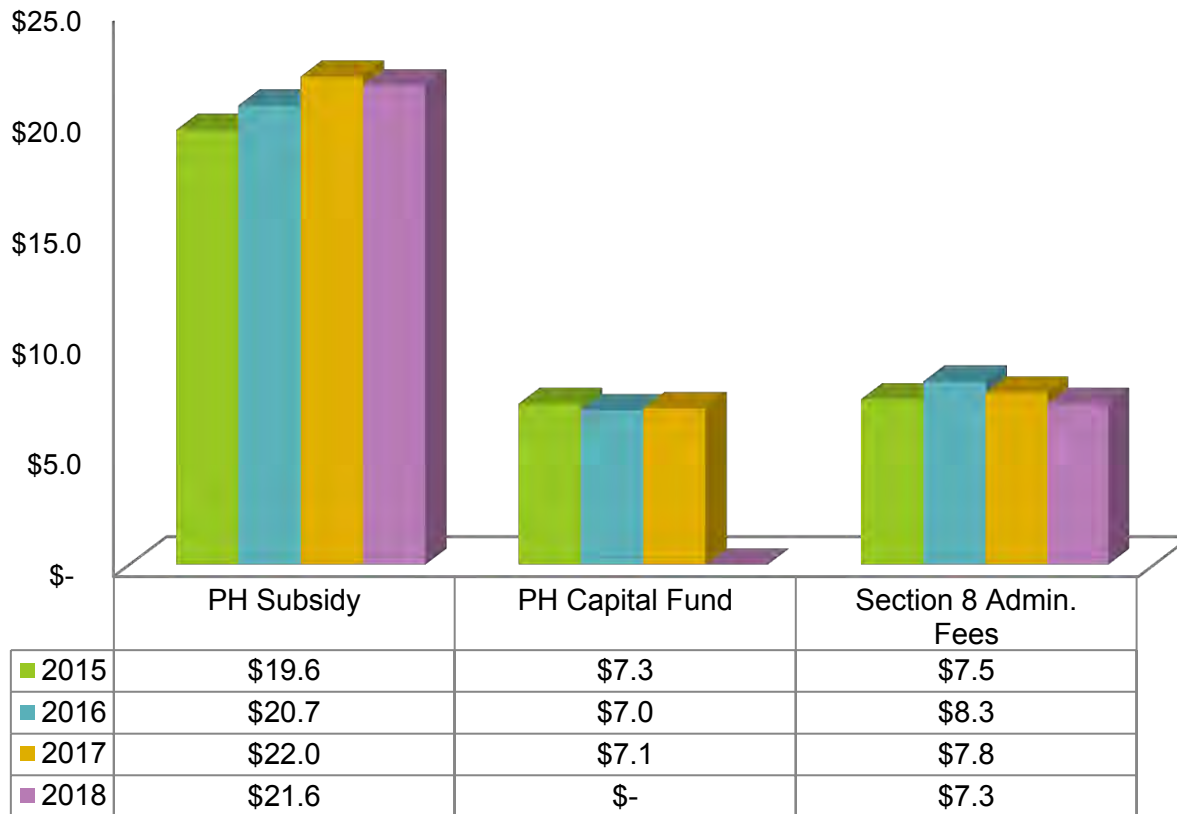
of families include children

1,551

Families and individuals served through homeless programs with supportive services

Federal Funding Trend

7



Percentage Change
2018 vs 2017

-1.82%

-100.00%

-6.41%

-1.83%

- Section 8 Housing Choice Voucher information indicated above does not include any Section 8 special programs
- Section 8 Choice Voucher proration was 99% in 2016, 97% in 2017, and 95% in 2018
- PH Capital Funding is currently unknown for 2018
- PH Operating Fund current proration is at 90% for 2018, HUD usually finalizes proration in October 2018

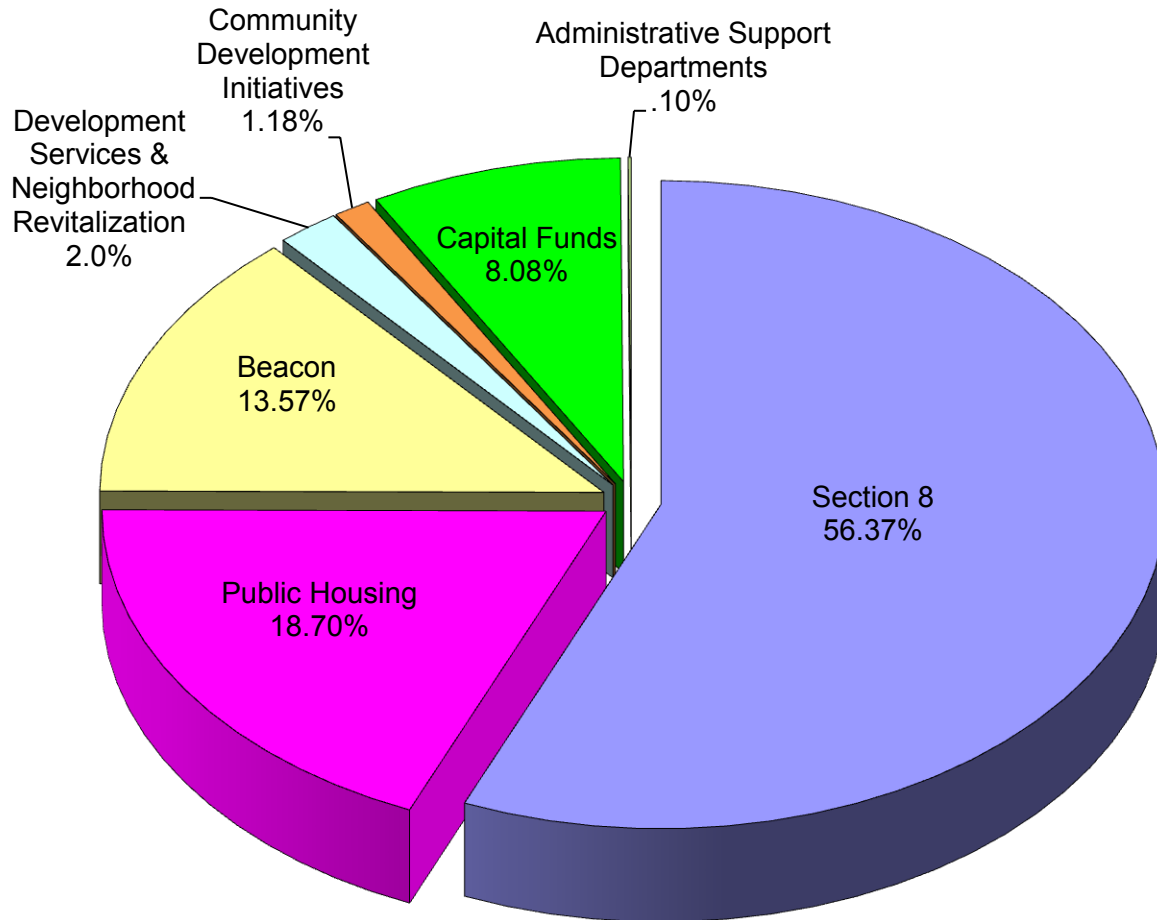
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FY 2019 Consolidated Revenue (Sources)

\$178.3 Million

8



Line of Business	Projected Revenue (Mil) \$178.3
Section 8 (HAP & Admin Fee)	\$100.5
Public Housing	\$ 33.3
Beacon	\$ 24.2
DSNR	\$ 3.6
Community Initiatives	\$ 2.1
Capital Funds	\$ 14.4
Administrative Support departments	\$ 0.2

- Revenue above reflects Fiscal Year funding as opposed to Slide 7, which reflects HUD Calendar Year funding
- Section 8 Revenue includes all special programs
- Capital Funds include Capital Funds Project and Choice Neighborhood Implementation Grant

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FY 2019 Consolidated Revenue Trend

Projected revenue in FY 2019 will increase by \$ 2.3 Million

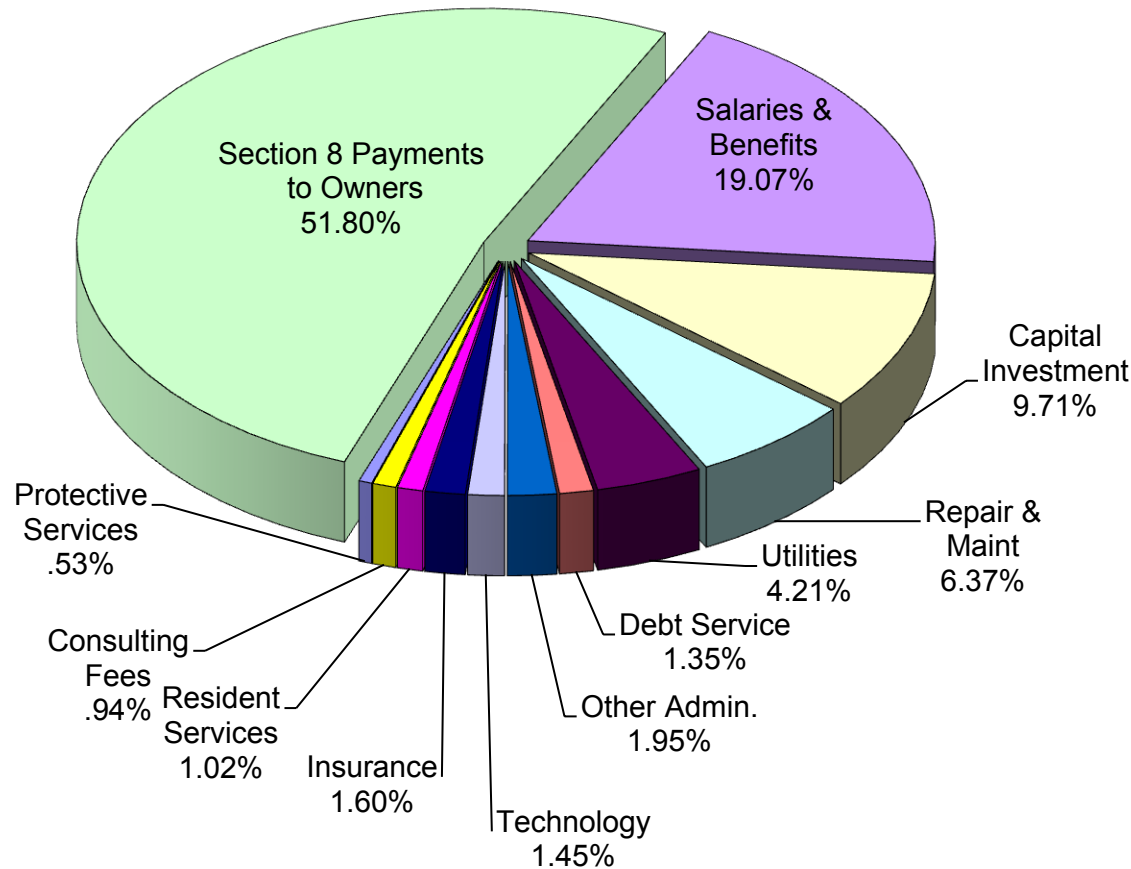
Description	FYE 6/30/17 Actual	FYE 6/30/17 Budget	FYE 6/30/18 Budget	FYE 6/30/19 Budget	Variance 2019 Budget vs 2018 Budget Increase/ (Decrease)
Rental Revenue	\$ 28.9	\$ 31.4	\$ 31.9	\$ 32.3	\$ 0.5
Grant Revenue					
Section 8 - HAP	76.5	96.3	92.4	92.5	0.1
Section 8 - Admin.	9.0	8.6	8.4	7.9	(0.5)
Operating Subsidy	21.3	20.1	19.7	20.9	1.2
Capital Grants ¹	15.6	19.9	14.2	14.4	0.2
Other Grants	4.0	3.2	4.8	4.3	(0.5)
Total Grant Revenue	\$ 126.4	\$ 148.1	\$ 139.5	\$ 140.0	\$ 0.5
Other Revenue ²	12.8	4.5	4.6	6.0	1.3
Total Revenue	\$ 168.1	\$ 184.0	\$ 176.0	\$ 178.3	\$ 2.3

¹ Capital Grants include Capital Funds Project and the Choice Neighborhood Implementation Grant

² Includes Revenue such as Lease Payments, Cash Donations, Compliance Monitoring Fees, Other Income, Deposit Forfeitures and Interest Income

FY 2019 Consolidated Uses of Funds

\$178.3 Million



Budget Line Item	Projected Expenses (Mil) \$178.3
□ Section 8 Payments to Owners	\$92.38
□ Salaries & Benefits	\$34.01
□ Capital Investment	\$17.32
□ Repair & Maint (Non-Capital)	\$11.34
■ Utilities	\$7.52
■ Debt Service Interest	\$2.40
■ Admin. & Other	\$3.48
□ Technology	\$2.58
■ Insurance	\$2.85
■ Resident Services	\$1.82
■ Consulting Fees	\$1.68
■ Protective Services	\$0.94

FY 2019 Consolidated Expense Trend

Description	FYE 6/30/17 Actual	FYE 6/30/17 Budget	FYE 6/30/18 Budget	FYE 6/30/19 Budget	Variance 2019 Budget vs 2018 Budget Increase/ (Decrease)
Section 8 Payments to Owners	\$89.4	\$96.1	\$92.4	\$92.4	(\$0.0)
Salaries & Benefits	32.2	33.7	34.2	34.0	(0.1)
Technology ¹	1.8	1.9	2.4	2.5	0.1
Admin and Other ²	3.3	3.6	3.7	3.5	(0.3)
Consulting Fees ³	0.7	2.8	3.5	1.7	(1.9)
Utilities	6.8	6.8	6.8	7.5	0.7
Resident Services	1.4	1.6	2.2	1.8	(0.4)
Repair & Maintenance	13.4	10.3	10.2	11.4	1.1
Insurance	2.1	2.3	3.3	2.9	(0.4)
Protective Services	0.8	1.0	0.9	0.9	0.1
Debt Service Interest	2.9	2.5	2.4	2.4	0.0
Capital Investment	13.3	21.4	14.0	17.3	3.3
Total Expenses	\$ 168.1	\$ 184.0	\$ 176.0	\$ 178.3	\$ 2.2

¹ Includes telephone, technology/licensing costs and internet

² Includes expenses such as audit, postage, office supplies, dues and fees, advertising, legal fees, training, travel, etc.

³ Includes \$.7 Million for the Capital Grants

Consolidated Budget By Line of Business (Millions)

12

Balanced Budget

Description	Public Housing Budget	Section 8 Budget	Beacon Budget	Real Estate Budget	Central Office Budget	CD/MTW Initiatives Budget	Subtotal
OPERATING REVENUE	\$ 32.3	\$ 100.5	\$ 24.1	\$ 2.4	\$ 1.2	\$ 2.1	\$ 162.5
OPERATING EXPENSE	26.9	98.8	13.7	1.6	11.8	3.9	156.7
OPERATING INCOME	\$ 5.4	\$ 1.7	\$ 10.3	\$ 0.7	\$ (10.6)	\$ (1.7)	\$ 5.9
INTEREST INCOME	\$ 1.0	0.0	0.3	1.2	0.0	0.0	2.6
NON-OPERATING INCOME & EXPENSES*	(7.3)	(3.2)	(5.6)	(0.1)	9.9	0.1	(5.3)
NET SURPLUS or (DEFICIT)	\$ (0.8)	\$ (1.5)	\$ 5.0	\$ 1.9	\$ (0.6)	\$ (1.6)	\$ 3.2

* Management Fee and Interest Expense are the primary sources of the listed Non-Operating Expenses, but also includes Replacement/Extraordinary items

Proposed Uses of SAHA MTW Funds

Preservation and Expansion of Affordable and Public Housing

13

Priority	Purpose	MTW Goal	Amount (in Mil)
Section 8	To enable Section 8 to continue to serve residents after continued funding cuts	Strategic Goal # 4 - Strategically expand the supply of affordable housing.	\$1.5
Community Development Initiatives	<p>Program administration and implementation of MTW strategic goals:</p> <ul style="list-style-type: none"> Recruit and maintain the number of participants in the PH/HCV FSS, Jobs Plus and the Earned Income Disregard (EID) to over 1,600 participants Ensure over 650 or 40% participants secure/maintain employment Enroll and/or complete 480/30% into training/education Support staff to host over 250 community events Host 12 Early Engagement Sessions and serve over 2,000 residents Provide college scholarships and other academic incentives for up to 300 students Provide more than 6,000 referrals for services to residents on an annual basis 	Strategic Goal # 1 - Empower and equip families to improve their quality of life and achieve economic stability.	\$1.4
Preservation and Expansion of Affordable and Public Housing	<p>Choice implementation matching grant for Wheatley Courts transformation.</p> <p>Development of Labor multifamily property</p> <p>Capital Planning</p> <p>Funding for the rehabilitation of Victoria Plaza</p> <p>Additional funding for East Meadows Development</p> <p>Preservation and expansion of affordable and public housing</p>	Strategic Goal # 4 - Strategically expand the supply of affordable housing.	<p>\$1.5</p> <p>\$5.5</p> <p>\$0.4</p> <p>\$10.0</p> <p>\$0.6</p> <p>\$15.9</p>
Total Proposed Use of SAHA MTW Funds			\$36.8

SAHA Personnel Count

14

	2018 Budgeted Positions	2019 Budgeted Positions	Personnel Distribution by Department
Public Housing	189	194	37%
Section 8 & Special Programs	89	90	17%
Community Development Initiatives	51	52 ¹	10%
Beacon	38	70	13%
Real Estate Services	13	12 ²	2%
Management & Administrative Support (COCC)			
Property Management	13	15	3%
Other Management & Administrative Support	96	97 ³	18%
Total	489	530	100%

Public Safety/Security (Full-Time Equivalents)

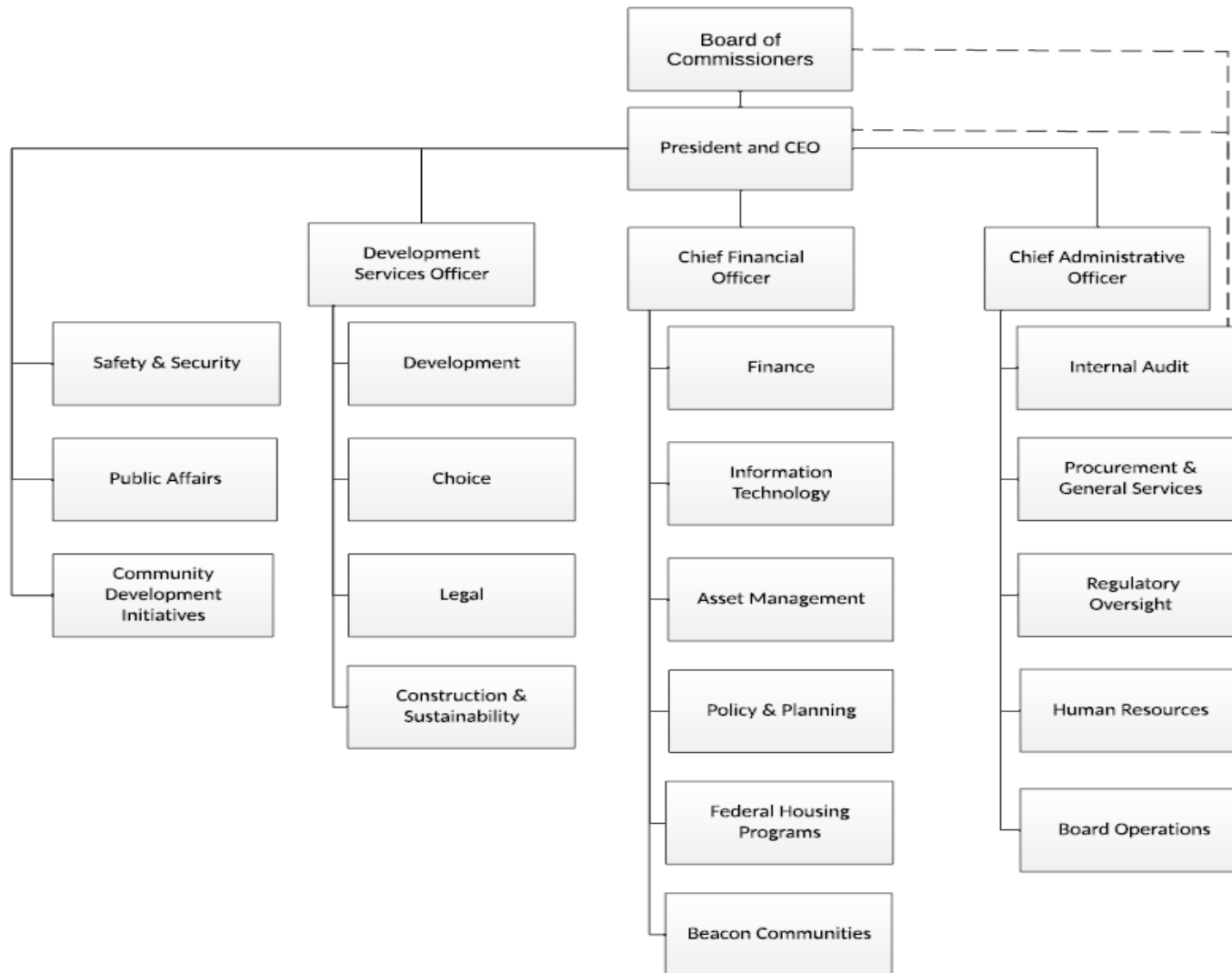
12

¹ Includes 34 grant-funded positions for the Jobs Plus, ROSS, Annie E. Casey Foundation, Family Self Sufficiency, HPOG, Endowment, ConnectHome and Choice Implementation Grants

² Includes 1 grant-funded position for the Choice Implementation Grant

³ Includes 1/2 grant-funded position for the Choice Implementation Grant

SAHA Organizational Structure



Goals for Assisted Housing

16

Empower and equip families to improve their quality of life and achieve economic stability

- Refer 10% of clients to CDI for FSS enrollment
- Employ a minimum of 5 youths from the Summer Youth Employment Program
- Implement an MTW Activity based on Higher Opportunity Areas

Invest in our greatest resource - our employees and establish a track record for integrity, accountability, collaboration, and strong customer service

- Convert all training to Adobe Prime, an intuitive e-learning platform that provides staff with interactive tutorials on SAHA policies and procedures

Preserve and improve existing affordable housing resources and opportunities

- Special Programs: Utilize vouchers/certificates at 95% or above
- CoC: Utilize funds at 100%, ensure inspection turnaround within 3 business days, and collaborate with partners to ensure maximum program utilization
- Maintain MTW HCV utilization above 100%

Transform core operations to be a high performing and financially strong organization

- Design and implement a Client Portal
- Implement time frame for HQS inspections
- Implement Batch Processing for Elite processes

Develop a local and national reputation for being an effective leader, partner, and advocate for affordable housing and its residents

- Participate in the Mayor's Housing Taskforce Committee

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Goals for Public Housing

17

Empower and equip families to improve their quality of life and achieve economic stability

- Refer 10% of clients to CDI for FSS and/or JobsPlus enrollment
- Employ a minimum of 5 youths from the Summer Youth Employment Program
- Research and design a rent reform activity that promotes family self-sufficiency

Invest in our greatest resource - our employees - and establish a track record for integrity, accountability, collaboration, and strong customer service

- Establish a training curriculum for client service specialists and maintenance technicians
- Update all current staff on PH Specialist and Maintenance Certifications

Preserve and improve existing affordable housing resources and opportunities

- Improve REAC scores by an average of 15 points for underperforming communities

Transform core operations to be a high performing and financially strong organization

- Evaluate AMP structure to optimize both management and financial resources
- Implement Work Order Touch for maintenance staff
- Develop and implement a preventative maintenance plan for all communities
- Design and implement a Client Portal

Develop a local and national reputation for being an effective leader, partner, and advocate for affordable housing and its residents

- Boost occupancy standards to achieve High Performer status

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Goals for Beacon Communities

18

Invest in our greatest resource - our employees and establish a track record for integrity, accountability, collaboration, and strong customer service

- Complete an increase of 10% of training opportunities over the previous year

Preserve and improve existing affordable housing resources and opportunities

- Complete the refinance of Burning Tree and Encanta Villa for rehabilitation of the communities and potential proceeds sharing
- Complete comprehensive rehabilitation of Castle Point, Monterrey Park, La Providencia for an estimated improvement investment of \$10M

Strategically expand the supply of affordable housing

- Complete the 15-year tax credit ownership transition of Legacy at Science Park and Legacy at O'Connor

Transform core operations to be a high performing and financially strong organization

- Successfully complete the second transition of management towards our 4 year transition plan-savings to SAHA \$200k annually
- Maintain an average occupancy of SAHA 96% vs. 3rd party 94%
- Transition management software of all SAHA managed and transitioning communities on a 3-phase plan
- Explore options to go paperless from application through file maintenance

Goals for Real Estate Services

19

Invest in our greatest resource - our employees - and establish a track record for integrity, accountability, collaboration, and strong customer service

- Train Housing Counselor to use HUD approved data collection software (March 2019)
- Establish SAHA as HUD Certified Counseling Agency (May 2019)
- Certify 3 SAHA Staff as Housing Counselors (May 2019)
- Obtain NAHRO/NeighborWorks America Community Revitalization & Development Certification (Dec 2018)

Empower and equip families to improve their quality of life and achieve economic stability

- Home Buyer Readiness Program – Work with a partner to graduate 75 individuals and assist 10 Graduates to purchase homes (June 2019)

Strategically expand the supply of affordable housing

- Finalize financing for 100 Labor Street development (September 2018)
- Decision to either list 98 Artisan Park townhome lots for sale or redevelop the lots (June 2019)
- Obtain 9% tax credit award for Botello or Ruiz development (July 2018)
- Begin pre-development and close on Tampico development (September 2018)
- Sell 2 homes and 2 lots from single family scattered site HOPE VI Springview portfolio (Oct 2018)
- Sell 12 single family homes in HOPE VI Mirasol - Blueridge (June 2019)
- Select a General Contractor for new home development for Villas de Fortuna redevelopment (July 2018)

Goals for Choice Neighborhood Implementation

20

Empower and equip families to improve their quality of life and achieve economic stability

- Neighborhood
 - Oversee completion of 9 rehabs of owner-occupied single family homes in EastPoint Choice (June 2019)
 - Launch Infill Housing (August 2018)
 - Complete three art projects in Phillis Wheatley Linear Park (June 2019)
- People
 - Transition People Services to CDI
 - Create Endowment with anticipated leftover Choice funds
 - Continue to emphasize employment, careers and increase household income
 - Continue to provide workshops for returning residents to become successful tenants

Strategically expand the supply of affordable housing

- Housing
 - Substantially complete East Meadows II (June 2019)
 - Complete the Public Improvements project for the remaining Wheatley area (June 2019)
 - Adopt new SAHA multi-family construction design standards (June 2019)
- Neighborhood
 - In-fill Housing Strategy - secure 12 additional lots in Target Area I and/or II locations in the Choice footprint (June 2019)

Goals for Construction Services & Sustainability

21

Preserve and improve existing affordable housing resources and opportunities

- Expend 100% Capital Fund 2015 Grant construction projects by April 2019, deadline
- Execute construction contract for Victoria Plaza modernization
- Execute construction contract for Castle Point capital improvements
- Execute construction contracts for high rise fire suppression projects at Fair Avenue and Villa Tranchese
- Complete design and contract for Beacon projects at La Providencia, Monterrey Park, Sunshine Plaza, and Pecan Hill
- Complete design projects on time, as per design professional proposals
- Reduce offline units list by 25%
- Earn and maintain a “no-findings” result on internal audit of files
- Obtain HERS Rater certification for construction inspector staff

Goals for Community Development Initiatives

22

To empower and equip families to improve their quality of life and achieve economic stability

- Improve quality of life for residents
 - Host 1,500 events; 10,000 participants
 - Recruit and maintain 30 resident councils
 - Develop and implement comprehensive EDS service plan
- Provide access to resources and non-SAHA programs
 - 11,000 households receive food assistance valued at \$1.5 million
 - 3,000 FSS/ROSS/Jobs Plus referrals for services
 - 40 college scholarships; 250 REACH Awards
- Improve resident capacity
 - FSS/Jobs Plus – maintain over 1,600
 - FSS/Jobs Plus – 30% of households are in education/training
 - FSS/Jobs Plus – 45% of households are employed
 - Increase educational/training completion to 70%
 - Develop and implement wealth building program
 - Implement Resident Ambassador/Community Coach training
- Facilitate residents to achieve self sufficiency
 - Graduate 25 residents from FSS
 - 40 residents secure HS diploma or GED
- Improve agency performance
 - Secure over \$1 million in grants
 - Raise \$100,000 for EIF
 - Implement attendance initiative

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Goals for Administrative Departments

23

Asset Management

- Develop an asset management data base to track and monitor immediate, short term, and long term required and completed capital repairs/replacements identified in the physical needs assessment (PNA)

Procurement

- Finalize and implement the Fleet Management Policy and Procedures

Innovative Technology Services

- Implement new infrastructure

Finance and Accounting

- Purchase and implement accounts payable automation software in collaboration with IT department

Human Resources

- Reduce yearly turnover from a high of 24% to 12% and first year turnover to 10%

Internal Audit

- Develop and implement the 2018-2019 Internal Audit Plan in the first quarter of Fiscal Year 2018-2019, based on a comprehensive risk assessment process

Legal

- Continue to provide training and work with staff on fair housing, reasonable accommodations, evictions, and other timely topics

Policy and Planning

- Continue to improve report cards / scorecards to communicate progress; develop a Strategic Plan update schedule, develop methods to communicate with staff more directly, and continue to facilitate work groups

Public Affairs

- Assess, reskin and re-launch website

Discussion

BOARD OF COMMISSIONERS

RESOLUTION 5827, 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, FLOOD, AND BOILER AND MACHINERY FOR THE SAN ANTONIO HOUSING AUTHORITY AND ITS AFFILIATED ENTITIES, FOR FISCAL YEAR 2018-2019, IN AN AMOUNT NOT TO EXCEED \$3,200,000

David Nisivoccia
President and CEO

Diana Kollodziej Fiedler
Director of Finance and Accounting

REQUESTED ACTION:

Consideration and approval regarding Resolution 5827, 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, flood, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2018-2019, in an amount not to exceed \$3,200,000.

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 2017-2018 Board approved request was \$2,950,000; the projected costs for FY 2018-2019 are expected not to exceed \$3,200,000. This amount is included in the FY 2018-2019 budget. The policy periods covered will be July 1, 2018, through June 30, 2019. Premium increases are projected based upon early preliminary indications by the incumbent carrier and market conditions projections on operational policies.

The total projected increase requested is \$250,000 or 9.35 percent. Cost increases are typically attributable to variable market conditions, claims loss history, policy limits of liability adjustments, filling coverage gaps, and catastrophic events. Most impactful to the increases

were SAHA's 2016 hail claims, as well as, the addition of properties requiring flood insurance coverage. SAHA staff believes these projected costs are the worst case scenario. Historically, SAHA has been unable to obtain competitive pricing in the open market, largely attributable to being classified a high risk insured. The BOR is restricted from securing full indications until May 1, 2018, and through June 30, 2018, as per industry standards.

In order to secure the best possible products and pricing, SAHA staff seeks board authorization to bind policies by or before June 30, 2018. 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 2018.

Approximately ten percent of the \$3,200,000 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 2018 Review/complete renewal applications.
- April 2018 Gather and submit related data (to BOR) – loss runs, review market trends and pricing, discuss placement, negotiation or alternative strategies with CFO.
- May 2018 Recommend and request Board of Commissioners (BOC) authorization. Seek competitive premium indications in the open market, and discuss recommendations with CFO.
- June 2018 Receive and review quotes on entire portfolio, bind coverage.
- July 2018 Policies renewed or placed.
Return to update BOC of placement and more accurate projected costs.

FINANCIAL IMPACT:

SAHA's fiscal year 2018-2019 operating budget provides funding for these annual costs.

ATTACHMENTS:

- Resolution 5827
- SAHA Insurance Schedule

**San Antonio Housing Authority
Resolution 5827**

RESOLUTION 5827, 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, FLOOD, AND BOILER AND MACHINERY FOR THE SAN ANTONIO HOUSING AUTHORITY AND ITS AFFILIATED ENTITIES, FOR FISCAL YEAR 2018-2019, IN AN AMOUNT NOT TO EXCEED \$3,200,000

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 \$3,200,000; 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 5827, 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, flood, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2018-2019, in an amount not to exceed \$3,200,000; 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 7th day of June 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

Insurance Renewals for SAHA and its Affiliates	2017-2018 Request to Board				2018-2019 Request to Board			
	Property	Liability	Umbrella Limit of Liability \$8,000,000	Total	Property	Liability	Umbrella Limit of Liability \$8,000,000	Total
Automobile Fleet		\$52,000		\$52,000		\$52,000		\$52,000
Cyber Liability		\$29,000		\$29,000		\$17,000		\$17,000
Fiduciary, EPL, and D&O		\$57,993		\$57,993		\$47,618		\$47,618
Public Housing Liability		\$375,879		\$375,879		\$399,328		\$399,328
Fidelity/Crime		\$8,900		\$8,900		\$8,970		\$8,970
Workers' Compensation		\$350,000		\$350,000		\$300,000		\$300,000
Flood	\$0			\$0	\$102,000			\$102,000
Property:								
Artisan Park, LLC	\$1,014	\$1,000	\$8,080	\$10,094	\$0	\$0	\$0	\$0
Converse Ranch, LLC	\$25,959	\$5,405	\$8,080	\$39,444	\$29,543	\$5,566	\$8,167	\$43,276
Converse Ranch II, LLC	\$20,254	\$4,545	\$8,080	\$32,879	\$23,008	\$4,675	\$8,080	\$35,763
Durango Midrise, LP	\$65,682	\$10,671	\$9,158	\$85,511	\$65,682	\$10,961	\$9,227	\$85,870
Homestead Redevelopment Partnership Ltd.	\$24,761	\$6,798	\$8,375	\$39,934	\$26,252	\$7,204	\$8,489	\$41,945
Las Varas Public Facility Corp.	\$1,010	\$2,985	\$8,080	\$12,075	\$0	\$2,578	\$8,080	\$10,658
O'Connor Rd. Ltd. Partnership	\$24,889	\$6,541	\$8,286	\$39,716	\$25,521	\$6,705	\$8,391	\$40,617
Pecan Hill Apartments Inc.	\$11,954	\$4,211	\$8,080	\$24,245	\$14,450	\$4,453	\$8,080	\$26,983
Public Housing Property	\$688,471			\$688,471	\$825,416			\$825,416
Refugio St. Ltd. Partnership	\$40,087	\$9,138	\$8,769	\$57,994	\$41,056	\$9,364	\$8,915	\$59,335
SAHA Boiler & Machinery	\$19,987			\$19,987	\$22,503			\$22,503
San Antonio Homeownership Opportunities	\$6,268	\$1,000		\$7,268	\$0	\$0	\$0	\$0
San Antonio Housing Development Corp.	\$25,371	\$4,546	\$8,080	\$37,997	\$28,058	\$4,676	\$8,080	\$40,814
San Antonio Housing Facility Corp.	\$225,886	\$39,232	\$18,707	\$283,825	\$243,570	\$40,113	\$20,125	\$303,808
San Antonio Housing Opportunities Corp.	\$2,565	\$1,000	\$8,080	\$11,645	\$0	\$0	\$0	\$0
Sendero I Public Facility Corp.	\$32,231	\$8,391	\$8,629	\$49,251	\$33,514	\$8,630	\$8,770	\$50,914
SP II Ltd. Partnership	\$19,171	\$5,233	\$8,080	\$32,484	\$19,659	\$5,361	\$8,126	\$33,146
Springhill Courtland Hts Public Facility Corp.	\$79,151	\$22,046	\$12,030	\$113,227	\$91,360	\$22,543	\$12,702	\$126,605
Sunshine Plaza Apartments Inc.	\$15,253	\$4,664	\$8,080	\$27,997	\$15,654	\$4,773	\$8,080	\$28,507
Vera Cruz Redevelopment Partnership Ltd.	\$5,354	\$1,264	\$8,080	\$14,698	\$5,551	\$1,305	\$8,080	\$14,936
Woodhill Public Facility Corp	\$120,857	\$33,778	\$16,528	\$171,163	\$135,187	\$42,457	\$21,304	\$198,948
Total Request/Cost of Insurance	\$1,456,175	\$1,046,220	\$171,282	\$2,673,677	\$1,747,984	\$1,006,280	\$162,696	\$2,916,960
Approximately 10% for additions, increases, adjustments, or events				\$276,323				\$283,040
Total Request including additions				<u>\$2,950,000</u>				<u>\$3,200,000</u>
Increase over 2017-2018 Request								\$250,000
								9.35%

BOARD OF COMMISSIONERS

RESOLUTION 5826, AUTHORIZING THE AWARD OF A CONTRACT FOR CLOUD UNIFIED COMMUNICATION AND COLLABORATION SOLUTION TO RINGCENTRAL, INC. FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$275,000.00 FOR YEAR ONE, \$170,000.00 FOR YEAR TWO, \$175,000.00 FOR YEAR THREE AND \$170,000.00 FOR EACH OF THE YEARS FOUR AND FIVE; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

David Nisivoccia
President and CEO

Steven Morando
Director of Procurement
and General Services

Jo Ana Alvarado
Director of
Innovative Technology

REQUESTED ACTION:

Consideration and approval regarding Resolution 5826, authorizing the award of a contract for a cloud unified communication and collaboration solution to RingCentral, Inc. for an annual cumulative amount not to exceed \$275,000.00 for year one, \$170,000.00 for year two, \$175,000.00 for year three and \$170,000.00 for each of the years four and five; for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The cost for the cloud unified communication and collaboration solution is not expected to exceed an annual cumulative amount of \$275,000.00 for year one, \$170,000.00 for year two, \$175,000.00 for year three, and \$170,000.00 for each of the years four and five; and will be funded through operating and available reserve funds.

SUMMARY:

SAHA's current phone system, PBX and business communication tool is outdated and in need of an upgraded solution. SAHA requires the services of a vendor to provide an upgraded solution that includes cloud/hosted communication, collaboration and Unified Communication as a service, physical devices, technical support and maintenance. Unified communications (UC) will provide the new user experience with the integration of communication services from any device that includes, but is not limited, to the following services: instant messaging (chat), softphone, mobile and physical phone call functionality, voice (including IP telephony), mobility features (including extension mobility and single number reach), audio/video conferencing, web conferencing with desktop sharing, data sharing, call control and call auditing, reporting and analytics, PBX functionality from softphone, physical phone and mobile devices, such as voicemail to email, SMS and fax services from desktop, all rolled into one premium license. The call analytics and reporting will be used as a dashboard of data to manage queues and call volume for better call handling and response. UC allows an individual to send a message on one medium and receive the same communication on another medium. For example, one can receive a voicemail message and choose to access it through email or cell phone. If the sender is online according to the presence information and currently accepts calls, the response can be sent immediately through text chat or a video call. Otherwise, it may be sent as a non-real-time

message that can be accessed through a variety of media. The solution will provide new models of physical phones for call conferencing and administrative access to multiple lines that will be incorporated into a hybrid solution. The hybrid solution allows SAHA flexibility to be prepared for future business needs. SAHA will utilize a plethora of devices that can provide staff with a choice of physical phone placement, softphone use with a headset or to have the ability to incorporate the use of a mobile app with current business mobile phones. The Premium license will allow for any device to be used as a communication and collaboration tool.

With this solution comes a project management methodology that includes a thoughtful implementation plan, aggressive timeline, testing with a user acceptance plan and an applied functional relevant training plan. In accordance to Strategic Goal Two, leveraging this level of communication and collaboration technology, coupled with the ability to implement a hybrid solution that can be device agnostic, we are investing in our greatest resource - our employees - to establish a track record of integrity, accountability, collaboration and strong customer service.

On February 21, 2018, SAHA issued a "Request For Proposals" (RFP) #1802-838-35-4754 for Cloud Unified Communication and Collaboration Solution, which closed on March 23, 2018. The RFP was published on the SAHA website, Electronic State Business Daily (ESBD), La Prensa, the Hart Beat, posted on NAHRO, Public Purchase and direct solicited to 74 vendors. A total of four proposals were received in response to the RFP: Hi-Tech Bangla Information Systems, Inc. (DBE, MBE, SBE), Netsync Network Solutions (HUB), RingCentral, Inc., and McCom, Inc. All responses were evaluated on the following criteria: relevant experience, respondent's project management methodology, implementation plan, acceptance plan, proposed costs/pricing models, training plan/security, presentation/demo of solution, and strength of the contractor's Section 3 and SWMBE Utilization Plans. After completion of the initial evaluation, the three highest rated proposers were invited to present their presentation to the evaluation committee. Based on the above, we are recommending contract award to RingCentral. They are the highest rated responsive and responsible proposer.

RingCentral, Inc. was established in 2003. They are headquartered in Belmont, California, with field office locations in Centennial, Colorado; Boca Raton, Florida; and Charlotte, North Carolina. RingCentral is a global provider of cloud unified communications and collaboration solutions. They provide a fully integrated communication and collaboration platform allowing for workforces to be connected anywhere on any device through voice, video, team messaging, collaboration, short message service (SMS)/multimedia messaging services (MMS), conferencing, online meetings, contact center, and fax. This vendor has received no prior awards from SAHA. They have worked with the following Housing Authorities: Central Falls Housing Authority, Central Falls, Rhode Island; Chattanooga Housing Authority, Chattanooga, Tennessee; Housing Authority of New Haven, New Haven, Connecticut; Imperial Valley Housing Authority, Brawley, California; Reno Housing Authority, Reno, Nevada; and Terre Haute Housing Authority, Terre Haute, Indiana. RingCentral Texas clients include, but are not limited, to the City of Kyle, Texas, Ashley Furniture Homeworks, Dwyer Group, Trinity Basin Preparatory, TNT Crane, Fossil, Inc. and Disabilities of the Southwest.

CONTRACT OVERSIGHT:

Contract oversight will be provided by Jo Ana Alvarado, Director of Innovative Technology, 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.

STRATEGIC GOAL:

Invest in our greatest resource - our employees - and establish a track record for integrity, accountability, collaboration and strong customer service.

ATTACHMENTS:

Resolution 5826
Company Profile
Scoring Matrix
Advertisement List

**San Antonio Housing Authority
Resolution 5826**

RESOLUTION 5826, AUTHORIZING THE AWARD OF A CONTRACT FOR CLOUD UNIFIED COMMUNICATION AND COLLABORATION SOLUTION TO RINGCENTRAL, INC. FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$275,000.00 FOR YEAR ONE, \$170,000.00 FOR YEAR TWO, \$175,000.00 FOR YEAR THREE AND \$170,000.00 FOR EACH OF THE YEARS FOUR AND FIVE; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on February 21, 2018, SAHA issued a "Request For Proposals" (RFP) #1802-838-35-4754 for Cloud Unified Communication and Collaboration Solution which closed on March 23, 2018; and

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

WHEREAS, RingCentral, Inc. is the highest rated responsive and responsible proposer and is being recommended for contract award; and

WHEREAS, the current award recommendation for the cloud unified communication and collaboration solution is not expected to exceed an annual cumulative amount of \$275,000.00 for year one, \$170,000.00 for year two, \$175,000.00 for year three, and \$170,000.00 for each of the years four and five; and will be funded through operating and available reserve funds; 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 5826, authorizing the award of a contract for a cloud unified communication and collaboration solution to RingCentral, Inc. for an annual cumulative amount not to exceed \$275,000.00 for year one, \$170,000.00 for year two, \$175,000.00 for year three and \$170,000.00 for each of the years four and five; for a period of one year with the option to renew 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 7th day of June 2018.

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

Attested and approved as to form:

**David Nisivoccia
President and CEO**

RingCentral, Inc.
Company Profile

RingCentral, Inc. was established in 2003. They are headquartered in Belmont, California with field office locations in Centennial, Colorado; Boca Raton, Florida; and Charlotte, North Carolina. RingCentral is a global provider of cloud unified communications and collaboration solutions. They provide a fully integrated communication and collaboration platform allowing for workforces to be connected anywhere on any device through voice, video, team messaging, collaboration, short message service (SMS)/multimedia messaging services (MMS), conferencing, online meetings, contact center, and fax.

This vendor has received no prior awards from SAHA. They have worked with the following Housing Authorities: Central Falls Housing Authority, Central Falls, Rhode Island; Chattanooga Housing Authority, Chattanooga, Tennessee; Housing Authority of New Haven, New Haven, Connecticut; Imperial Valley Housing Authority, Brawley, California; Reno Housing Authority, Reno, Nevada; and Terre Haute Housing Authority, Terre Haute, Indiana. RingCentral's Texas Clients include, but are not limited, to the City of Kyle, Texas, Ashley Furniture Homeworks, Dwyer Group, Trinity Basin Preparatory, TNT Crane, Fossil, Inc. and Disabilities of the Southwest.

Scoring Matrix - Evaluation Criteria 1-4
Cloud Unified Communication and Collaboration Solution
1802-838-35-4754

Criterion Description	Max Points Weight	Hi-Tech Bangla Information Systems, Inc.	McCom, Inc., dba USNet	NetSync Network Solutions	RingCentral
Respondent Relevant Experience	1-5 20%				
Rater 1		2.00	3.00	3.00	5.00
Rater 2		2.00	3.00	2.00	5.00
Rater 3		1.00	2.00	3.00	5.00
Rater 4		1.00	3.00	3.00	5.00
Rater 5		2.00	4.00	3.00	4.00
Total Score		8.00	15.00	14.00	24.00
Average Score		1.60	3.00	2.80	4.80
Weighted Score		0.32	0.60	0.56	0.96
Project Management Methodology, Implementation Plan, Acceptance Plan:	1-5 30%				
Rater 1		3.00	3.00	4.00	5.00
Rater 2		2.00	4.00	3.00	5.00
Rater 3		2.00	3.00	4.00	5.00
Rater 4		2.00	3.00	4.00	4.00
Rater 5		2.00	2.00	3.00	4.00
Total Score		11.00	15.00	18.00	23.00
Average Score		2.20	3.00	3.60	4.60
Weighted Score		0.66	0.90	1.08	1.38
Proposed Costs/Pricing Models	1-5 20%				
Total Score		2.90	5.00	1.29	2.38
Weighted Score		0.58	1.00	0.26	0.48
Training Plan/Security:	1-5 10%				
Rater 1		3.00	4.00	4.00	5.00
Rater 2		2.00	4.00	4.00	5.00
Rater 3		2.00	4.00	4.00	4.00
Rater 4		2.00	4.00	4.00	4.00
Rater 5		2.00	3.00	4.00	4.00
Total Score		11.00	19.00	20.00	22.00
Average Score		2.20	3.80	4.00	4.40
Weighted Score		0.22	0.38	0.40	0.44
Tota Weighted Score: Evaluation Criteria 1-4		1.78	2.88	2.30	3.26

Scoring Matrix -Criteria 5-7
Cloud Unified Communication and Collaboration Solution
1802-838-35-4754

Criterion Description	Max Points Weight	McCom, Inc., dba USNet	NetSync Network Solutions	RingCentral
<u>Presentation/Demo of Solution:</u>	1-5 10%			
<u>Rater 1</u>		4.00	3.00	4.00
<u>Rater 2</u>		3.00	2.00	5.00
<u>Rater 3</u>		2.00	2.00	5.00
<u>Rater 4</u>		3.00	2.00	4.00
<u>Rater 5</u>		5.00	2.00	5.00
<u>Total Score</u>		17.00	11.00	23.00
<u>Average Score</u>		5.67	3.67	7.67
<u>Weighted Score</u>		0.57	0.37	0.77
<u>Strength of the Section 3 plans:</u>	1-5 5%			
<u>Rater 1</u>		2.00	1.00	1.00
<u>Rater 2</u>		2.00	1.00	1.00
<u>Rater 3</u>		3.00	1.00	1.00
<u>Rater 4</u>		2.00	0.00	0.00
<u>Rater 5</u>		2.00	0.00	0.00
<u>Total Score</u>		11.00	3.00	3.00
<u>Average Score</u>		3.67	1.00	1.00
<u>Weighted Score</u>		0.18	0.05	0.05
<u>Strength of the SWMBE plans:</u>	1-5 5%			
<u>Rater 1</u>		1.00	1.00	1.00
<u>Rater 2</u>		1.00	1.00	1.00
<u>Rater 3</u>		1.00	2.00	1.00
<u>Rater 4</u>		1.00	1.00	0.00
<u>Rater 5</u>		0.00	3.00	0.00
<u>Total Score</u>		4.00	8.00	3.00
<u>Average Score</u>		1.33	2.67	1.00
<u>Weighted Score</u>		0.07	0.13	0.05
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 (.25)			
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: Evaluation Criteria 1-4		2.88	2.30	3.26
Total Weighted Score: Evaluation Criteria 5-7		0.82	0.55	0.87
Tota Weighted Score		3.70	2.85	4.12

Advertisement List
Solicitation # 1802-838-35-4754 Date (02/08/2018)
Cloud Unified Communication and Collaboration Solution

Entity	Contact Name	Email	Phone/Fax
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	
Construct Connect		content@constructconnect.com	
CFMA	Tommy Wallace	wallacet@zhi.com kimr@avacpa.com	
Chinese Chamber of Commerce	Jing Hao	jing.hao@gsaccc.org	
Goodwill Industries of San Antonio	Angélique De Oliveira	adeoliveira@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	
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	
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	Martha Mangum	martham@recsanantonio.com	

Advertisement List
Solicitation # 1802-838-35-4754 Date (02/08/2018)
Cloud Unified Communication and Collaboration Solution

Entity	Contact Name	Email	Phone/Fax
Antonio			
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	
SmartApartmentData.com		construction@SmartApartmentData.com	
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	
ABLE COMMUNICATIONS, INC.	Pres./HIRAM C LOPEZ	ehlopez@ablecomm.net	972-660-2253
ACCU-TECH CORPORATION	Nicholas Giles	nicholas.giles@accu-tech.com	512-252-5022
ACCUTEK COMPUTER SOLUTIONS	Royall Hernandez	jeanie.jacobs@myaccutek.com	281-970-6099
ACE AUDIO COMMUNICATIONS, INC.	Kory Smith	lori@aceaudiocom.com	512-218-4043
ACE COMMUNICATIONS LTD.CO.	Richard Valent	rvalent@ace-com.net	361-994-1405
ACTION COMMUNICATION TECHNOLOGY INC	Rita Schumacher	rschumacher@actioncti.com	281-364-3710

Advertisement List
Solicitation # 1802-838-35-4754 Date (02/08/2018)
Cloud Unified Communication and Collaboration Solution

Entity	Contact Name	Email	Phone/Fax
ALPHA OMEGA WIRELESS, INC.	Joe Wargo	wargo@aowireless.com	800-997-9250
ARW SYSTEMS LLC	Gavin Adams	gavin@viyunet.com	972-479-1900
ASKI PROCUREMENTS	Solomon Madudu	info@askiprocurements.com	512-317-5858
ATLANTIC DIGITAL INC.	Gordon Jackson	gordon.jackson@adiit.com	813-304-2755
AVI SYSTEMS, INC.	Rusty Wagner	rusty.wagner@avisystems.com	469-359-4100
AXIS TELECOM LLC	Marc Marzan	marcra2408@gmail.com	321-720-4812
BATTS COMMUNICATIONS LLC	Jacob Bunton	jbunton@battscom.com	325-690-1222
CENTRAL TECHNOLOGIES INC	Todd Troxler	todd@centralinc.com	800-315-4132
CHAMPION TECHNOLOGY SERVICES	Les Coker	les.coker@champtechnology.com	281-537-7388
CHICAGO TECH, INC.	Steven Saltzman	sgsaltz@chicagotech.com	847-504-0544
CLAYBORN INC.	Jacquelyn Clayborn	Jackie.clayborn@oncnational.com	469-751-8494
CLEAR CONNECTION COMMUNICATIONS, LLC	Byron Hatten	bhatten@clearconnectiontx.com	214-275-3940
CLOVER INTERNATIONAL LLC	Hunaid Lotia	Sales@cloverinternational.co	972-499-7744
CO-NEXUS COMMUNICATION SYSTEMS, INC.	Alan Robbins	alan.robbins@co-nexus.com	713-690-5656
COMMAND LINE SYSTEMS, LLC	Maria Allen	mallen@clsmemphis.net	901-347-0480
DATAVOX	Neil Ferguson	neil@datavox.net	713-881-7107
DIAMOND VOICE, LLC	Joel Black	joel@diamondvoice.net	972-293-1552
DIGITEL	Richard D. Slaughter	rslaughter@digiteltexas.com	210-349-2700
DMI TECHNOLOGIES, INC.	L Samentha Tiller/President	stiller@dmitechinc.com	817-355-5385
DRIT I, INC.	CEO/David Gerhardt	dgerhardt@dr-it.com	210-824-5166
DS INTEGRATORS. LLC	Rebecca Sullivan	rsullivan@dsielpaso.com	915-629-0463
EASTEX TELEPHONE COOPERATIVE, INC.	Harold V. Sentmore	harold@eastex.com	903-854-1000
EDS TECH TRAINING SITES	RISHEEM MUHAMMAD	eli@edstech.org	713-377-1155
EDUCATION NETWORKS OF AMERICA	Mike Boaz	mboaz@ena.com	817-717-4326
ELECTRICAL TECH SERVICES INC	Chad Walters	estimating@electricaltechservices.com	713-554-3911
EVCO PARTNERS, L.P. D/B/A	President/Donna Hanson	office@burgooncompany.com	800-287-4666
EVEREST COMMUNICATIONS GROUP	Athena Serr	athena.serr@ecguc.com	917-498-4372
FIRETEAM LLC	Jason Glim	jglim@fireteamnetworks.com	832-309-9729
GOSS COMMUNICATIONS INC.	Bryan Goss	bgoss@gosscominc.com	979-830-1292
HI-TECH BANGLA INFORMATION SYSTEMS, INC.	Haru R Khan	harun.r.khan@htb-is.com	469-575-9337
HORIZON TELEPHONE SYSTEMS, INC.	Rey G. Salinas	lydia@hts-tx.com	210-495-5520
ICON VOICE NETWORKS	Michael Marchioni	mmarchioni@iconvn.com	972-929-9120
MIDESSA TELEPHONE SYSTEMS INC	LINDA SCOTT	scott@midessatel.com	432-563-0266

Advertisement List
Solicitation # 1802-838-35-4754 Date (02/08/2018)
Cloud Unified Communication and Collaboration Solution

Entity	Contact Name	Email	Phone/Fax
NETWORK ALLIANCE, LLC	Melissa Castro Killen	mkillen@network-alliance.net	210-229-1811
NETWORK COMPUTING ARCHITECTS, INC	Barb Kiernan	Barb.Kiernan@ncanet.com	214-276-7930
NEW IPS INC	Pres./David W. Young	davidy@innovativepbx.com	915-779-3834
PRESS 8, LP	Tamara Field	tamara@press8.com	512-961-6828
SKC COMMUNICATION	John Chandler	john.chandler@skccom.com	214-570-2848
SKL SERVICES, INC.	JANET GUBERT	janet@virtualtone.net	281-756-9800
STATE OF TEXAS COMMUNICATIONS, LLC	Mark Cortinas	mark@it4texas.net	512-348-7892
TELEPHONE PROFESSIONAL COMMUNICATIONS	Linda Scott	scott@midessatel.com	325-655-0507
TEN-G DEVELOPMENT, LC	Michael R. Baumann II	michael@trsets.com	254-526-8900
TEXAS COMMUNICATIONS OF SAN ANGELO, INC.	Buz Wojtek	bwojtek@texascom.com	325-658-3566
TOBIAS INTERNATIONAL INC	Craig Tobias	txdir@tobiassystems.com	512-413-6307
TOWER CONNECT LLC	Gary Beam	gbeam@towerconnect.us	817-984-8599
TRANSCORE ITS, INC.	Clint Holley	clint.holley@transcore.com	713-939-5411
TRIDENT DIGITAL TECHNOLOGIES LLC	Stephen Cobb	scobb@tridentdt.com	469-563-2838
U.S. TELEPACIFIC CORP	Mary Chapman	mchapman@tpx.com	949-777-7037
VELOCITY UNIFIED COMMUNICATIONS INC	Jamal Thompson	j.thompson@vucinc.com	281-602-1207
VERIZON WIRELESS	Russ Brown	Russ.Brown@VZW.com	210-347-1406
VERSAPHONE, LLC	Gary Farr	sales@versaphone.net	800-261-0004
VOICE SOLUTIONS, LLC.	Pres./Sharon Moon	sharon.moon@avds.com	713-963-0900
VSC TECH LLC	Veteran Systems Communications	info@vsc.tech	281-761-6288
WALKERCOM, INC.	CEO/Richard Gonzalez	Richard.Gonzalez@walkercom.com	281-997-5700
Verizon Wireless			
Verizon Wireless			
Century Link	Justin Lynch	Justin.Lynch@centurylink.com	
Continuant	Brett Johnson	brett.johnson@continuant.com	
Broadvoice	Alicia Andrew Hernandez	Aliciaaw@broadvoice.com andrewh@broadvoice.com	888-325-5875
Dial pad	Amelia Silverwood Jeff Fredrick	sales@dialpad.com onlinesales@dialpad.com amelia@dialpad.com jfredrick@dialpad.com	469.551.9766
Ring Central	James Delp	James.delp@ringcentral.com	

Advertisement List
Solicitation # 1802-838-35-4754 Date (02/08/2018)
Cloud Unified Communication and Collaboration Solution

Entity	Contact Name	Email	Phone/Fax
Nextiva		sales@nextiva.com	(800) 799-0600
AT&T Government Solutions	Dianna Schultz	ds172e@att.com	800-577-8734
Sprint Corporation	Nancy Anderson	Nancy.anderson@sprint.com	1-877-633-1102
Vonage		sales@vonagebusiness.com	1.844.350.4153
8x8 Inc.	Brendan Leary	brendan.leary@8x8.com	1-855-591-9097
Alliance Phones	Tito	tito@alliancephones.com	(888) 997 2897
Company Cool Head Technology	Christopher Alghini	topher@coolheadtech.com	512.893.4484
Windstream Enterprise	Dawn Bozeman	Dawn.Bozeman@windstream.com	281.465-1378
Global Scope	Patrick McElyea Ed Tijerina	pmceleya@gscorp.com etijerina@gscorp.com	
Fuze	Dillon Wright	dwright@fuze.com	857-706-6550
BLUE MOGUL	Tracey Williams	tracy.williams@bluemogul.biz	281.949.6594 832.975.7958
USNET Business Solutions	Michael Hinson Tim Truelove Beau Bearden Dustin Mcleod	mhinson@usnet-1.com ttruelove@usnet-1.com bbearden@usnet-1.com dmcleod@usnet-1.com	817.855.3012

BOARD OF COMMISSIONERS

RESOLUTION 5825, AUTHORIZING THE AWARD OF A CONTRACT FOR PREFABRICATED METAL BUILDING FOR GARCIA STREET URBAN FARM TO GEOFILL MATERIAL TECHNOLOGIES, DBA, GEOFILL CONSTRUCTION (SBE) FOR AN AMOUNT NOT TO EXCEED \$62,480.00

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 approval regarding Resolution 5825, authorizing the award of contract for Prefabricated Metal Building for Garcia Street Urban Farm to Geofill Material Technologies, dba, Geofill Construction (SBE) for an amount not to exceed \$62,480.00.

FINANCIAL IMPACT:

The cost for the prefabricated metal building for the Garcia Street Urban Farm is not expected to exceed an amount of \$62,480.00, to include a base bid amount of \$56,800.00, and a 10% contingency in the amount of \$5,680.00. This project will be funded through the Choice Grant.

SUMMARY:

Contract oversight will be provided by Lorraine Robles, Director of Development Services, 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.

PILOT GOAL:

Spur community development in surrounding neighborhoods in close coordination with Strategic Goals 3 and 4 through Choice Neighborhood Initiative.

ATTACHMENTS:

Resolution 5825
Company Profile
Tabulation
Advertisement List
Photos

**San Antonio Housing Authority
Resolution 5825**

RESOLUTION 5825, AUTHORIZING THE AWARD OF A CONTRACT FOR PREFABRICATED METAL BUILDING FOR GARCIA STREET URBAN FARM TO GEOFILL MATERIAL TECHNOLOGIES, DBA, GEOFILL CONSTRUCTION (SBE) FOR AN AMOUNT NOT TO EXCEED \$62,480.00

WHEREAS, on April 17, 2018, SAHA issued an "Invitation For Bids" (IFB) #1803-909-25-4780 for Prefabricated Metal Building for Garcia Street Urban Farm, which closed on May 2, 2018; and

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

WHEREAS, Geofill Material Technologies is the lowest responsive and responsible bidder and is being recommended for contract award; and

WHEREAS, the current award recommendation for the prefabricated metal building for Garcia Street Urban Farm is not expected to exceed an amount of \$62,480.00 to include a base bid amount of \$56,800.00 and a 10% contingency in the amount of \$5,680.00. This project will be funded through the Choice Grant; 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 5825, authorizing the award of a contract for prefabricated metal building for Garcia Street Urban Farm to Geofill Material Technologies, dba, Geofill Construction (SBE) for an amount not to exceed \$62,480.00.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 7th day of June 2018.

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

Attested and approved as to form:

**David Nisivoccia
President and CEO**

Geofill Material Technologies, LLC, dba, as Geofill Construction
Company Profile

Geofill Material Technologies, LLC, dba, as Geofill Construction was founded in 2003, and is located in Schertz, Texas. They specialize in commercial and residential services in areas that include the following services: construction management services, new construction, rehab and renovations, large and catastrophic loss, roofing, life and safety repairs, interior rehab and finish out, painting and flooring, in house heating and cooling repairs and replacement, energy audits and weatherization.

Geofill Material Technologies has received prior awards from SAHA for the following services: Matt Garcia structural repairs, unit make ready for Public Housing, 10145 Galesburg reconstruction, H.B. Gonzalez structural and foundation repairs, and Castle Point burned units rehabilitation. They have worked with Housing Authorities to include Floresville Housing Authority, Schertz Housing Authority, and Stockdale Housing Authority. Their local clients include American Opportunity for Housing, Starr Properties, and Lynd Co.

This contractor has been certified as an SBE (small business) by the South Central Texas Regional Certification Agency.

Bid Tabulation 1683-908-25-4788 Prefabricated Metal Building for Garcia Street Urban Farm						
Vendor	Geofill Material Technologies	Delivery Days	All Pro General Construction*	Delivery Days	JC's Construction & Remodeling*	Delivery Days
Base Bid Rehabilitation of Cross Creek Burned Unit	\$56,800.08	60	\$118,592.00	77	\$98,580.08	90
Section 3 Preference (lesser of 18% of lowest responsive bid or \$9,888)	N/A		\$112,912.80		\$92,828.80	

* Section 3 bidders

Advertisement List
Solicitation # 1803-909-25-4780
Prefabricated Metal Building for Garcia Street Urban Farm

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
Associations Revised as of 03/9/2018			
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	
Construct Connect		content@constructconnect.com	
CFMA	Tommy Wallace	wallacet@zhi.com kimr@avacpa.com	
Chinese Chamber of Commerce	Jing Hao	jing.hao@gsaccc.org	
Goodwill Industries	Steven Hussain Angelique de Oliveira	shussain@goodwill.sa.org adeoliveira@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	
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	
Plumbing Heating Cooling Contractors Association	Heidi Timble	Heidi@phcc-sanantonio.org	
Professional Engineers in	Diane Hoskins	bexarpepp@sbcglobal.net	

**Advertisement List
Solicitation # 1803-909-25-4780
Prefabricated Metal Building for Garcia Street Urban Farm**

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
Private Practice			
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	
SmartApartmentData.com		construction@SmartApartmentData.com	
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	
AJ Commercial Services, Inc.	Rafalita Avalos	ravalos@ajcommserv.com	
All Pro General Construction	Raul Scott	rs@allprogenconst.com	
Alpha Building Corporation	Andrew Hicks	ahicks@alphabuilding.com	
Brodbeck General Contracting	Susan Brodbeck	susan@brodbeckgc.com	
Casias Construction, Llc	Frank D.	frank@casiasconstructionllc.com	
HJD Capital Electric, Inc.	Dave Wineman	mseigler@hjdcapital.com	

Advertisement List
Solicitation # 1803-909-25-4780
Prefabricated Metal Building for Garcia Street Urban Farm

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
J. L. Bass Enterprise, Llc	Jeff Bass	jlbas47@hotmail.com	
MLP Ventures Inc.	Liborio Perez	mlp@att.net	
Studio Contractors Llc	Gary Sanchez	garysanchez@studiocontractors.com	
Abeco Contracting	A. Juarez	cathy@abecoContracting.com	
All Pro General Const.	Raul Scott	rs@apgc.com	
Allbrite Constructors of TX	Patrick Yates	jan@allbriteconstruction.com	
Ariva Contracting	Adan Silva	adan@arivacontracting.com	
Confidence Construction	Renee Harris	rharrisc21@yahoo.com	
Hill Bros. Construction	Kara Hill	kara@hillbroconstruction.com	
Jarvis Moore	Jarvis Moore	jarvisdsd@gmail.com	
JGG Construction	Joseph Gonzales	Integrated02@aol.com	
Josiah Construction	Ricardo Guajardo	lgjosiahconstruction@gmail.com	
Mcfarland & Mcfarland	James McFarland	mcfarland9598@gmail.com	
Tejas Premier	Julissa Carielo	julissa@tejaspremierbc.com	
Man-Tra Solutions, LLC	Mike Aleman	maleman@clnup.com	
Ohaver Contracting	Donald Ohaver	dawnv@ohavercontractors.com	
Queen Bee Construction	Sharon O'Neal	queenbeeconst@yahoo.com	
Ram's Weatherization	Ramiro Reyes	ramscustomhomes@gmail.com	
Cleanology Service	Mike	Mike@cleanologyservices.com	
Greco	Delores	greco@satx.rr.com	
Geofill Material Technologies	Jan Puente	jpuente.geofill@outlook.com	
RML Contracting	Mariano Garcia Mariano Garcia II	marianogarcia1211@gmail.com m.garcia@rmlcontractingllc.com	
Wisdom SB Contractors	Vaughn Hester	vaughn.hester@stup.com	
Limitless Construction Svcs	Erica Ponce	Eponce.pcs@gmail.com	
Wisdom SB Contractors	Shelton Brown	wisdomcontractors2016@gmail.com	
Commercor	R. Broniszewski	commercorconstruction@gmail.com	
Vela Construction	Joe Vela	Joe.Vela@velagroupinc.com	
Robinson Gen Contracting	Yvette	ygarcia@robinsongc.com krobinson@robinsongc.com	
Frost & keeling	John Anness	jcanness@frostandkeeling.com	
Marc 3	Chester Rackley	chester@marc3llc.com	
M & M Weatherization	Nicole Ansualda	nansualda@mmwtx.com	
Total Lender Service	James Pujols	Jpujols55@yahoo.com	
Blackmon Mooring SA	Bryan Roller Tiffany Montano	broller@bmsmanagement.com tmontano@bmsmanagement.com	
Turn Around	Selwyn Witer	selselkk@gmail.com	
Marc General Construction	Cindy Weed	cweed@marcgc2015.com	
Peak Contractors, LLC	Michael Herrera	mherrera@peakcontractorstx.com	
Piatra Inc.	Mirela Glass	info@piatrainc.com	
PTI Remodeling, LLC	Thomas Hamilton	thomashamilton75@yahoo.com	
QA Construction Services,	Lily Gutierrez	qacs@QASYSTEMS.COM	
R. G. Williams Const & Rmdl	Robert G. Williams	rgw_77446@yahoo.com	

Advertisement List
Solicitation # 1803-909-25-4780
Prefabricated Metal Building for Garcia Street Urban Farm

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
R.K. Bass Electric, Inc.	Andy Bass	cheryl@basselectric.com	
RPR Construction Company,	Patricia Pinkerton	ppinkerton@rprconstruction.com	
Seraphia's Lotts	S. A. Sampson-Lott	atita@sbcglobal.net	
Setex Construction Corp.	Nathan Rivres	setex@setexconstruction.com	
Slocum & Associates	Thomas Slocum	thomas.slocum1@gmail.com	
South Coast Construction	F. Farjadtehrani	mike@sccsi.net	
Steen Construction Co., Ltd.	Susan Steen	steenltd@sbcglobal.net	
The Butler Enterprises	Cass Butler	bids@TheButlerEnterprises.com	
Thomas Enterprises Inc.	James Thomas	jamesthomasenterprise@yahoo.com	
TMG Contracting, LLC	Tony Gutierrez	TMG_03@msn.com	
Trubon Lee Inc.	Trubon Lee	trubon@leeservicesinc.com	
Universal Service Enterprises	Sid Naeimi	sidnaeimi@useengineering.com	
Veliz Company, Llc	Omar Veliz	oveliz@velizconstruction.com	
Volar Service Company	Jose Malacara	info@volarsc.com	
White Construction Company	Glinn H. White, Jr.	glinn@whiteconstructioncompany.com	
Partners Rmdng Restoration	Daniel Besa	Danielbesaprrw@yahoo.com	
Twin Hammers Roofing	Chris Sanchez	chris@twinhammersroofing.com	
H Karp Co	Harry Karp	hkarpjr@yahoo.com	
Halo Contracting	Angel Cepeda	angel@halogc.com	
JMI Contractors	Grant Jacobs	grant@jmicontractors.com logan@jmi-contractors.com,	
24/7 Service	Tilmon King	tilmon247lawnservice@gmail.com	
SpawGlass	Justin Calvin	justin.calvin@spawglass.com	
H. Karp Co.	Harry Karp	hkarpjr@yahoo.com	
Allbrite Const	Charles Poole	charles.poole@allbriteconstruction.com	
Garcia Bros	Jesse	gbmr.repairs@yahoo.com	
McFarland & McFarland	James	mcfarland9598@gmail.com	
Calidad LLC	Charles	cschuchardt.calidadllc@gmail.com	
Coltcam Construction	Amelie Tinajero	amelietinajero@yahoo.com	
3 Rivers Construction Llc	Tommy Richards	3RiversConstructionLLC@Gmail.com	
360txc Llc	Tony Lester	estimator@360txc.com	
Acumen Enterprises, Inc.	Wayne Boyter	wayne@acumen-enterprises.com	
Agh2o Holdings, Llc	James R. Lesko	jlesko@austin.rr.com	
Almas Construction Llc	Christopher Spillman	chriss@almasconstruction.com	
Alpha Building Corporation	Andrew Hicks	ahicks@alphabuilding.com	
Aries Building Systems, Llc	Kim Robinson	krobinson@ariesbuildings.com	
Armstrong Field Services Llc	Christopher Roles	chris@armstrongservicesllc.com	
Aztex Building & Design Const	Saul Guerrero	aztex66@att.net	
B Bruce Garrett & Sons	Bruce Garrett	bbrucegarrett@gmail.com	
B&B Construction	Jeff Binagia	jeff@bnbconstruction.org	
Banes General Contractors,	Dale K. Denney	dale@banes-gc.com	
Bar-Mac Construction	Regina McIntire	regina@bar-mac.com	
Bent Tree General Cntrctrs	Danny Holguin	benttreetx@sbcglobal.net	
BM Benchmark Construction	George Boghs	gboghs@yahoo.com	

Advertisement List
Solicitation # 1803-909-25-4780
Prefabricated Metal Building for Garcia Street Urban Farm

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
Breck General Contracting	Reese Bruechner	reese@breckgc.com	
Brizo Construction, Llc	Cody Lee	estimating@brizoconstruction.com	
Brodbeck General Contng	Susan Brodbeck	susan@brodbeckgc.com	
Brown-Mckee, Inc.	Michael P. Oles	mikepoles@brownmckee.com	
Casias Construction, Llc	Frank D. Casias	frank@casiasconstructionllc.com	
Castle Enterprises, Llc	Linda S Castillo	linda.castleenterprises@gmail.com	
Cdmtek	Chris Mansour	chris@cdmtek.com	
Charles N. White Const	Dominic Padilla	dominicp@whiteconst.com	
Classical Concepts Const	Mario Villacres	CCCLLCTX@GMAIL.COM	
Concord Commercial Svcs	Alan Greenwood	agreenwood@ccsinctx.com	
Construction Zone Of Texas	Sandy Bernard	sandyb@cziglobal.com	
Conti Federal Services, Inc.	Jessica Robinson	jellam@contifederal.com	
Core Construction Services,	Joshua Bentley	joshbentley@COREconstruction.com	
Cowan Construction	Jessie Cowan	jcowan@cowanconstruction.net	
Creed Construction Inc.	Chester Reed	chester@creedci.com	
Cruz Maintenance And Const	Christopher Cruz	ccruz@cruzcmc.com	
DKC Construction Group	Robert Juarez	robert@dkccgroup.com	
DRC Construction Llc	Dawn Cockerill	dawn@DRC-Construction.com	
E&M Grace, Llc	Monica Foster	mfoster@eandmgrace.com	
Eas Contracting, Lp	Carroll Edwards	ag@easlp.com	
Falars-V Enterprises Llc		admin@falarsv.com	
Fluor Corporation	Jayne Carson	Jayne.Carson@fluor.com	
Funk And Company	ALEX AGUIRRE	alex@funkandcompany.com	
G2 Contractors, Llc	Heather McGlasson	heather@g2contractors.com	
Gadberry Construction Co	Dustin Gadberry	dustin@gccorp.net	
Garcia J Contractors Inc	Juan Garcia	jpgarcia7627@austin.rr.com	
Garrison Construction Group,	Dallas Garrison	Sales@garrisonconstructiongroup.com	
General Contractor Services, I	Teltschick, Pamela	genconser@aol.com	
Grande Valley Builders, Inc.	manuel perez	mpgvb@aol.com	
Grisham Construction Co Inc	SIDNEY GRISHAM	grishamconst@yahoo.com	
Hbeck, Ltd.	James Lewis	jameslewis@beckgroup.com	
Hendricks Construction	Robert Hendricks	HendricksConstruction.AL35242@yahoo.com	
Horizon International Group,	SADIE RUCKER	srucker@HGIUSA.COM	
Houston Steel Erectors Inc	Adam Torres	adam@houstonsteelerectorsinc.com	
Ici Construction	Carol Poinier	cpoinier@icidallas.com	
Icon Diversified, Llc	Julie Ingram	julie.ingram@icondiversified.com	
J. L. Bass Enterprise, Llc	Jeff Bass	jlbas47@hotmail.com	
JABG Constr & Engineering	Jabbar Thomas	Jabgthomas@yahoo.com	
Jacody Construction, Lp	Forrest Couch	forrest.couch@jacodyconstruction.com	
JRJ Enterprise LLC	Denise Anderson	rdandersonus@windstream.net	
K. Tillman Construction	Yakira Braden	yakira@ktillmanconstruction.com	
Knight Renovations	John De Tiberiis	john@canvascg.com	
Legacy Rock Corporation	Len Walker	Len@legacyrockcorp.com	

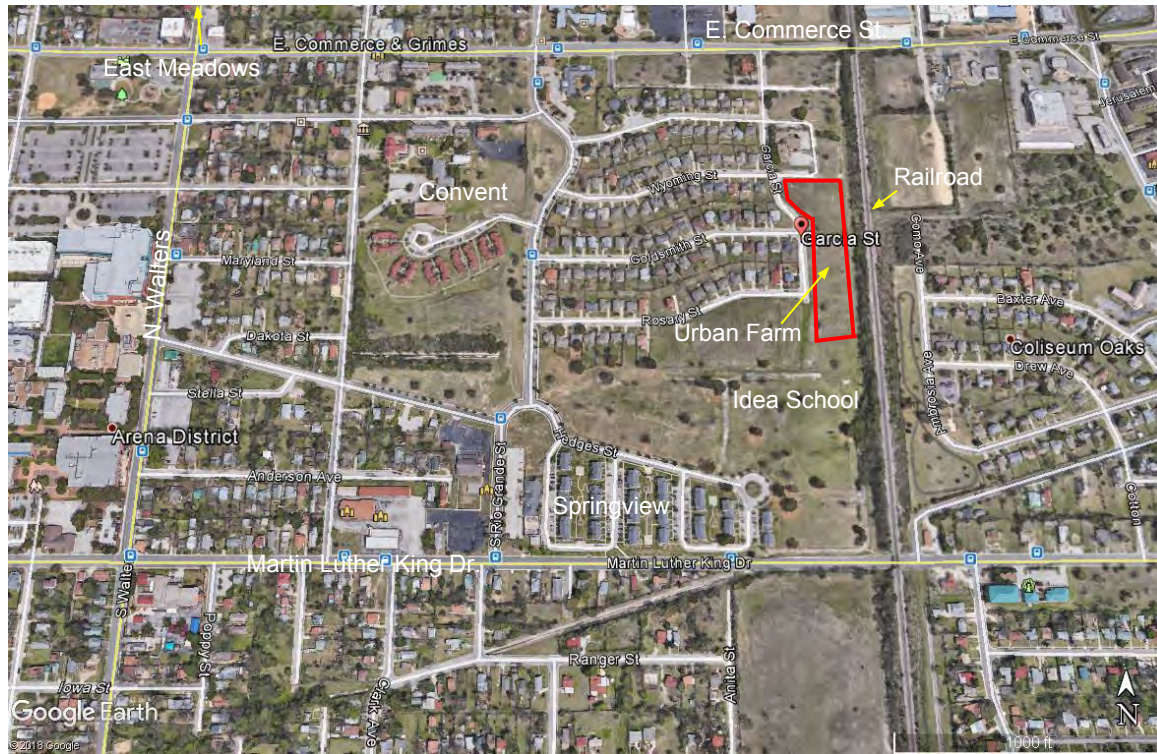
Advertisement List
Solicitation # 1803-909-25-4780
Prefabricated Metal Building for Garcia Street Urban Farm

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
Lgar Enterprises, Llc	RGV Gen Cnstrctn	RGV.generalconstruction@gmail.com	
Lyness Construction	Ryan Lyness	ryan.lyness@lynessconstruction.com	
M Construction Ltd	HUGO MARTINEZ	mconstructionltd@hotmail.com	
M2 Federal Inc.	Mike Scheiern	Mike.Scheiern@m2federal.com	
Majestic Services Inc	Sharal Brown	majesticvcinc@aol.com	
Marksmen General Cont	Mandy Baublitt	mandyb@marksmengc.com	
Md Madison Construction, Llc	Marcus D. Madison	Marcus@mdmadison.net	
Mid-America Contractors, Llc	Elizabeth Cravens	elizabeth@midamericacontractors.net	
Mockingbird Industries		mock.bird.sales@gmail.com	
Msd Building Corporation	Margie Hanson	margie@msdbuildingcorp.com	
Nankani Builders, Inc.	Chandru Nankani	cnankani7@yahoo.com	
Noble General Contractors,	Ruben A. Gonzalez	ruben.gonzalez@noblegeneral.com	
Novium Group Llc	Tyler Walbridge	tylerw@noviumgroup.net	
Panhandle Steel Buildings,	Cathy L. Powers	kpowers@psb-inc.com	
Persons Service Co Llc	BUDDY PERSONS	buddy@personsservices.com	
Powerhorse Construction Llc	Oscar A Rios Jr	orios@powerhorsegc.com	
Pride General Contractors Llc	Ramon T. Salgado	info@pridegc.com	
Prime M&C Inc	Marcus Cruz	mcruz@pmc303.com	
R K Stephens Construction,	Robert Stephens	rstephens@brahmagrouptexas.com	
R. J. Harris Construction	Roger Harris	bids@harrisconstruction.us.com	
R. R. & J. Company Llc	Rahul Jain	rrandjcompanyllc@gmail.com	
Ram Industrial Construction	Jack Brumley	jabrumley@hotmail.com	
Ratech Construction Inc.	Judy Kirby	info@ratechconstruction.com	
Rigney Construction, Llc	John Rigney	rigneyconstruction@gmail.com	
Rimpley Cnstrctn & Cnsltng	Michael Rimpley	mrimpley@rimpleyccs.com	
Rino Group Llc	Mason Eshraghipour	rinogroup14@gmail.com	
Rpr Construction Company	Patricia Pinkerton	ppinkerton@rprconstruction.com	
S3 Construction Services	Cole Sellers	cole.sellers@hotmail.com	
Sawyer Metal	Shanda Long	customerservice@sawyermetal.com	
Scandm Llc	Darla Hicks	greg@superiorconstructionandmachin e.com	
Setex Construction Corp.	Nathan Rivres	setex@setexconstruction.com	
Ske Construction Llc	Shelly Eberhart	shelly@ske1.net	
Slr Building Contractors, Llc	Gilbert Renteria	gsgroup34@gmail.com	
Snd Red Iron	Shane Pitt	sndrediron@gmail.com	
Solis Constructors, Inc.	J Edward Lowenberg	estimating@solisconstructors.com	
Standard Morgan Partners	Gil Ramirez Jr.	accounting@grgcommercial.com	
Steen Construction Co., Ltd.	Susan Steen	steenltd@sbcglobal.net	
Steinert Brothers, Llc	Stephen Fuchs	steinertbrothers@gmail.com	
Studio Contractors Llc	Gary Sanchez	garysanchez@studiocontractors.com	
Supreme Cnstrctn & Trkng	Derrick Hughes	suprememanagement15@gmail.com	
Telles Construction Cnsltnts	Thomas Telles	tellest@swbell.net	
Tex-Am Construction Llc	Amber Gebert	ambergebert@tex- amconstruction.com	
Texas Alliance Group Inc.	Mary Ann Wymore	maryann@txalgp.com	

Advertisement List
Solicitation # 1803-909-25-4780
Prefabricated Metal Building for Garcia Street Urban Farm

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
Tktmj, Inc.	Michael Tubre	michael.tubre@tktmj.com	
Tmg Contracting, Llc	Tony Gutierrez	tmgcontracting.info@gmail.com	
Tom Wright Construction, Llc	Margie Wright	margie@built-wright.net	
Tommy Klein Construction	Tommy Klein	tklein@tkleinconst.com	
Torres Co.	Diego Torres, Jr.	dietorr3@aol.com	
TP & R Construction, L.L.C.	Nephtali Lucero	nephtali@texaspremodel.com	
Trest Construction Llc	Gilberto Treviño	gtrevino@trestcon.com	
Trini Construction Builder Llc	Reginald Worlds	info@triniconstructionbuilder.com	
Waterman Construction, Llc	Andrew Waterman	andrew@watermangc.com	
Woodley Contracting Inc	Freddie L. Woodley	Info@cxtitan.com	

Urban Farm - Map



Urban Farm Structure



Urban Farm Site Plan



BOARD OF COMMISSIONERS

RESOLUTION 5824, AUTHORIZING THE AWARD OF CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES AGENCY-WIDE TO THE FOLLOWING FIRMS: AG ASSOCIATES ARCHITECTS (HABE, HUB), ALAMO ARCHITECTS, INC. (SBE), DURAND-HOLLIS RUPE ARCHITECTS, INC. (DBE, ESBE, HABE, MBE, SBE), DEBRA J. DOCKERY, ARCHITECT, P.C. (ESBE, SBE, WBE), SALDANA & ASSOCIATES, INC. (AABE, MBE, SBE), SMITH & COMPANY ARCHITECTS (AABE, MBE, SBE), SPRINKLE & CO. ARCHITECTS, LLC (ESBE, SBE), AND TYSON AND BILLY ARCHITECTS, P.C.; NOT TO EXCEED AN ANNUAL CUMULATIVE AMOUNT OF \$1,500,000.00 FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

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 approval regarding Resolution 5824, authorizing the award of contracts for Architectural and Engineering Services agency-wide to the following firms: AG Associates Architects (HABE, HUB), Alamo Architects, Inc. (SBE), Durand-Hollis Rupe Architects, Inc. (DBE, ESBE, HABE, MBE, SBE), Debra J. Dockery, Architect, P.C. (ESBE, SBE, WBE), Saldana & Associates, Inc. (AABE, MBE, SBE), Smith & Company Architects (AABE, MBE, SBE), Sprinkle & Co. Architects, LLC (ESBE, SBE), and Tyson and Billy Architects, P.C.; not to exceed an annual cumulative amount of \$1,500,000.00 for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The cost for architectural and engineering services is not expected to exceed an annual cumulative amount of \$1,500,00.00 and will be funded through capital grant funds, insurance proceeds, approved operating budgets, and available reserves.

SUMMARY:

SAHA requires the services of architectural and engineering firms on an as-needed basis, with experience in various disciplines for SAHA projects at various properties and communities. Projects may include: comprehensive modernization of public and affordable housing properties; site improvements to include driveways, sidewalks, site lighting, and landscape; moderate rehabilitation of single and multi-family properties for the creation of energy efficient green communities; design work architectural and structural upgrades to the interior and exteriors of various buildings at a variety of properties; roofing at various properties; rehabilitation of fire, water, mold, and wind damaged properties; upgrades to playgrounds; renovation of single family homes to address structural, electrical, plumbing, and other defects; and property assessments and/or forensic evaluations of structural, electrical, plumbing or other defects in commercial, single or multi-family housing structures and improvements.

On March 26, 2018, SAHA issued a Request For Qualifications (RFQ) #1803-906-07-4768 for Architectural and Engineering Services that closed on April 18, 2018. The RFQ was published on the SAHA website, Electronic State Business Daily (ESBD), La Prensa, The Hart Beat, posted on NAHRO, Public Purchase and direct solicited to 124 firms. A total of sixteen proposals were received in response to this solicitation: Able City, LLC and Frank Architects, Inc. Joint Venture (ESBE, HABE, MBE, SBE, WBE), AG Associates Architects (HABE, HUB), Alamo Architects, Inc. (SBE), Bendicion Engineering, LLC (ESBE, HABE, MBE, SBE), Durand-Hollis Rupe Architects, Inc. dba DHR Architects, Inc. (DBE, ESBE, HABE, MBE, SBE), Debra J. Dockery, Architect, P.C. (ESBE, SBE, WBE), Gerardo Noriega Architect, LLC dba GNA Architecture (ESBE, HABE, MBE, SBE), James Ed Carleton AIA, KAI/Alliance, LC dba KAI Texas (AABE, MBE, SBE), Mainstreet Architects, Inc. (WBE), Saldana & Associates, Inc. (DBE, ESBE, HABE, MBE, SBE, Section 3 Preference), Smith & Company Architects (AABE, MBE, SBE), Sol Studio Architects (AABE, ESBE, MBE, SBE), Sprinkle & Co. Architects, LLC (ESBE, SBE), StudioX9, LLC (AABE, WBE, Section 3 Business), and Tyson and Billy Architects, P.C.

All proposals were evaluated on the following criteria: experience, competency, green building, project approach, response, and strength of the firm's Section 3 and SWMBE plans. Based on the above, AG Associates Architects, Alamo Architects, Durand-Hollis Rupe Architects (DHR), Debra Dockery Architects, Saldana & Associates Architects, Smith & Company Architects, Sprinkle & Co. Architects, and Tyson and Billy Architects are the highest rated responsive and responsible proposers and are being recommended for contract award.

AG Associates Architects was founded in 1996, and located in San Antonio, Texas. This firm self-certifies as an HABE and has been certified as a HUB by the State of Texas. They are a full service architectural firm whose services include: architecture, needs analysis, facility programming, master planning, space planning, site feasibility/selection/planning, interior design, technology planning, construction administration and post construction warranty services. The firm specializes in the design and renovations of housing developments and single housing units. AG Associates has received prior awards from SAHA. Their SAHA projects include the following: assessment studies at Lincoln Heights, Springhill I & II, Sutton Homes, and Wheatley; master plan studies at Lincoln Heights, Springview, and Sutton; modernization projects at Fair Avenue, Lincoln Heights, Matt Garcia, 43 scattered sites, and Villa Tranchese; Section 504 Accessibility Modifications at: Blanco Apartments, Highview Apartments, Jewett Circle Apartments, Kenwood North Apartments, and Lewis Chatham Apartments. They also work with various Housing Authorities: Carrizo Springs Housing Authority, Corpus Christi Housing Authority, Eagle Pass Housing Authority, and Pearsall Housing Authority. Their local clients include, but are not limited, to Bexar County, Kingsville LuLac Manor and Metropolitan healthcare. This firm's Section 3 Good Faith Effort Plan includes hiring two individuals: one in the technician category and one in the office/clerical category. Additionally, they will subcontract 10% of construction contracts to a Section 3 Business.

Alamo Architects was established in 1984, and is located in San Antonio, Texas. This firm has been certified as an SBE by the South Central Texas Regional CA. They are a multidisciplinary firm specializing in institutional, educational, multifamily and retail architecture as well as urban planning. Their services include architectural, planning and interior design services.

Alamo Architects has received prior awards from SAHA for architectural and engineering

services. Their SAHA projects include: Artisan Park Economic Study; Costa Alameda, Costa Mirada, and Costa Valencia design and construction administration; Guadalupe Homes redevelopment; Leigh Street Design Guidelines; Marie McGuire Apartments modernization; San Juan Square Phase I, II, III revitalization; and Victoria Courts redevelopment. They have also worked with Beaumont Housing Authority, Corpus Christi Housing Finance Corporation, and Fort Worth Housing Authority. Their local public clients include the following: City of San Antonio, Bexar County, Alamo Colleges, Our Lady of the Lake University, and the University of Texas at San Antonio. This firm's Section 3 Good Faith Effort Plan includes a 30% goal for Section 3 new hires and subcontracting 10% of construction and 3% of non-construction contracts to Section 3 Businesses.

Durand-Hollis Rupe Architects, Inc. (DHR) was established in 1986, and is located in San Antonio, Texas. This firm has been certified as DBE, ESBE, HABE, MBE, SBE by the South Central Texas Regional Certification Agency. Services offered by this firm include architecture, interior design, master planning, facility assessments, graphics and renderings, 3D visual presentations, LEED/Green consulting, project management, Texas Accessibility Standards (TAS) review, urban design, and virtual reality services. They specialize in the following areas: residential, multi-family housing, commercial, industrial, restoration, medical, retail, and education. DHR has received prior awards from SAHA for architectural and engineering services. Their SAHA projects have included the following: Blueridge Homes Design guidelines; Victoria Plaza assessments and modernization; Fair Avenue Apartments renovations; Matt Garcia Apartment renovations; TL Shaley Apartment complex upgrades; Pecan Hill Apartment and roof upgrades; and Sahara Ramsey Apartment upgrades. Their local clients include the following: Alamo Colleges, Brooks Development Authority, CPS Energy, Port Authority of San Antonio, Southwest Research Institute, and State of Texas Adjutant General's Department (Camp Mabry). DHR will coordinate with SAHA's Section 3 Coordinator to provide training and other economic opportunities to Section 3 residents.

Deborah J. Dockery, Architect, P.C. was established in 1989, and is located in San Antonio, Texas. This firm has been certified as a ESBE, SBE, WBE by the South Central Texas Regional Certification Agency. They are a full service architectural firm providing architectural services, programming, and master planning for institutions, public agencies, and non-profit groups. Relevant services offered include the following: professional architectural services, programming, master planning and feasibility studies, interior design, historic renovations, restorations, and reconstruction, site planning, selection, and analysis, due diligence reviews, construction management and administration, design-build coordination, building code review and analysis, Americans with Disabilities Act review, green building studies and implementation, renderings and visualizations. Debra Dockery has received prior awards from SAHA for architecture and engineering services. Their SAHA projects include the following: concept designs for securing the reception areas and locating security screening equipment at the two public entrances at SAHA's Central Office. This firm has been awarded a contract for on-call architectural services with the City of San Antonio, and an indefinite delivery/indefinite quantity (IDIQ) contract with Bexar County and Brooks Development Authority. Their local clients include: City of San Antonio, Bexar County, Texas Parks and Wildlife, City of Floresville, City of Hondo, Medina County and numerous South Texas School Districts. SAHA's Section 3 Coordinator will work with this firm to develop economic opportunities in lieu of employment to benefit Section 3 residents.

Saldana & Associates, Inc. was founded in 1973, and has two office locations in San Antonio,

Texas. This firm is a Subchapter S Corporation registered with the State of Texas, certified as a DBE, SBE, and MBE by the South Central Texas Regional Certification Agency and is also certified as a HUB by the State of Texas. They offer professional services in architectural design, urban design, site planning, historical preservation, library design, interior design, accessibility compliance, feasibility studies, and building programming and project management. The firm has had extensive involvement in the design and construction administration of large-scale municipal projects, educational facilities projects and government facilities. This firm has received a prior award from SAHA for architectural and engineering services. Their SAHA projects include the following: Dr. Charles Andrews renovations and site improvements; San Juan Brady Homes modernization; Cassiano Homes, fire damage repair; San Alfonso Senior Housing Development, 29 new units; Sutton Homes repairs and renovations; and Victoria Courts additions and renovations to the daycare center. They have also worked with Bexar County Housing Authority, Del Rio Housing Authority and PHARR Housing Authority. This firm has an IDIQ contract with ACCD District wide and SouthSide Independent School District. Their Client list includes the following: Alamo Community College District, Avenida Guadalupe Association, Bexar County, Laguna Shores Housing (Air Naval Base in Corpus Christi, Texas), San Antonio School District, the City of San Antonio, and the University of Texas. Saldana & Associates Section 3 Good Faith Effort Plan includes hiring Section 3 Businesses to provide both weekly landscaping and maintenance/cleaning services, and a delivery company to transport documents to clients and contractors. Additionally, they anticipate filling two intern positions; a receptionist and a runner position.

Sprinkle & Co. Architects, LLC was founded in 2006, and is located in San Antonio, Texas. They are a full service architectural/interior design firm with experience in a variety of building types to include municipal, institutional, religious, commercial, industrial, multi-family and residential. This firm has been certified as an ESBE, SBE by the South Central Texas Regional Certification Agency. Sprinkle & Co. has received prior awards from SAHA for architectural and engineering services. Their SAHA projects include the following: Castle Point renovation of eight apartment units, ADA, site exterior and stormwater improvements, and retaining wall design; Cassiano Homes structural evaluation and design work for six burned units; aesthetic improvements lofts at Marie McGuire and design guidelines for Wheatley Court Neighborhood. Their local client list includes the following: City of San Antonio, Silo Elevated Cuisine, Credit Human, Taco Cabana, Varga Endeavors and the private residences of Stacey Hill and Chuck Ramon. This firm's Section 3 Good Faith Effort Plan includes subcontracting 3% of their work to Section 3 Business Concerns.

Smith & Company Architects was founded in 1999. Their headquarters is located in Houston, Texas with field office locations in Austin and San Antonio, Texas. This firm has been certified as an AABE, MBE, SBE by the South Central Texas Regional Certification Agency. They are an architectural and interior design practice providing design and project management services to educational, municipal, housing, civic and community sectors. This firm has worked on projects of all scopes and sizes: programming studies, feasibility studies, master plans, facility assessments, interior renovations, major alterations, and new construction. Smith & Company Architects has received no prior awards from SAHA. Their client list includes the following Multi-Family Housing agencies: Tampa Housing Authority, Harris County Housing Authority, Houston Housing Authority, Texas City Housing Authority, Port Arthur Housing Authority, Temenos Community Development Corporation, The Montrose Center, and the City of Tulsa; Student Housing: Prairie View A&M University, Texas A&M University, Texas Southern University, and University of Houston/Victoria; Industrial: BOSTCO Storage, and Frito Lay;

Parking Facilities: City of Tampa and Texas Southern University. Smith & Company Architects intends to subcontract 3% of all covered contracts to Section 3 Business Concerns.

Tyson and Billy Architects, P.C. was established in 1919, and is located in Rockford, Illinois, with a field office location in Estero, Florida. They service clients nationwide and are a licensed design firm in Illinois, Missouri, Florida, Wisconsin, Oklahoma, Kansas, Iowa, Indiana, South Carolina, Texas, and Virginia. Tyson and Billy is a full service architectural firm whose focus is on multi-family housing, senior living, public sector projects, not-for-profit and private clients. Their services include pre-design/planning, site selection, architectural design, cost estimating, interior design, construction administration, material selection, building information modeling, feasibility studies, and post occupancy services. Tyson and Billy Architects have received no prior awards from SAHA. They have worked with over 50 Housing Authorities to include, but not limited, to the following: Austin Housing Authority, Houston Housing Authority, Belton Housing Authority, Brownsville Housing Authority, Greenville Housing Authority, Tampa Housing Authority, and Temple Housing Authority. Additionally, this firm has an indefinite service contract with Greenville Housing Authority. Their projects have included, but are not limited, to the following: multi-family development Lakeline Station Apartments, Austin, Texas; Gaston Place Apartments, Austin, Texas; Bethel Terrace Apartments; and architectural and engineering services were provided for an elderly, Section 8 property located in Chicago, Illinois; Rental Assistance Demonstration (RAD) conversions completed for Rock Island Housing Authority at Sunset Heights Apartments and Scattered Sites for Housing Authority of Champaign; developed 42 single family homes (Badger Ridge) Homes with a private developer and the Housing Authority of Jo Daviess County; and developed a senior living community for Lake County Housing Authority. This firm will provide job vacancy notices to SAHA's Section 3 Coordinator. If they are not successful in hiring from a pool of candidates provided by SAHA, they will contribute 3% of their contract amount to a local training program established for low and very low income persons.

The 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.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5824
Company Profiles
Scoring Matrix
Advertisement List

**San Antonio Housing Authority
Resolution 5824**

RESOLUTION 5824, AUTHORIZING THE AWARD OF CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES AGENCY-WIDE TO THE FOLLOWING FIRMS: AG ASSOCIATES ARCHITECTS (HABE, HUB), ALAMO ARCHITECTS, INC. (SBE), DURAND-HOLLIS RUPE ARCHITECTS, INC. (DBE, ESBE, HABE, MBE, SBE), DEBRA J. DOCKERY, ARCHITECT, P.C. (ESBE, SBE, WBE), SALDANA & ASSOCIATES, INC. (AABE, MBE, SBE), SMITH & COMPANY ARCHITECTS (AABE, MBE, SBE), SPRINKLE & CO. ARCHITECTS, LLC (ESBE, SBE), AND TYSON AND BILLY ARCHITECTS, P.C.; NOT TO EXCEED AN ANNUAL CUMULATIVE AMOUNT OF \$1,500,000.00 FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on March 26, 2018, SAHA issued a Request For Qualifications (RFQ) #1803-906-07-4768 for Architectural and Engineering Services that closed on April 18, 2018; and

WHEREAS, a total of sixteen proposals were received in response to the RFQ; and

WHEREAS, AG Associates Architects, Alamo Architects, Durand-Hollis Rupe Architects (DHR), Debra J. Dockery Architect, P.C. Saldana & Associates Architects, Smith & Company Architects, Sprinkle & Co. Architects, and Tyson and Billy Architects, P.C. are the highest rated responsive and responsible proposers and are being recommended for contract award; and

WHEREAS, the current award recommendation for architectural and engineering services is not expected to exceed an annual cumulative amount of \$1,500,00.00 and will be funded through Capital grant funds, insurance proceeds, approved operating budgets, and available 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 5824, authorizing the award of contracts for Architectural and Engineering Services agency-wide to the following firms: AG Associates Architects (HABE, HUB), Alamo Architects, Inc. (SBE), Durand-Hollis Rupe Architects, Inc. (DBE, ESBE, HABE, MBE, SBE), Debra J. Dockery, Architect, P.C. (ESBE, SBE, WBE), Saldana & Associates, Inc. (AABE, MBE, SBE), Smith & Company Architects (AABE, MBE, SBE), Sprinkle & Co. Architects, LLC (ESBE, SBE), and Tyson and Billy Architects, P.C.; not to exceed an annual cumulative amount of \$1,500,000.00 for a period of one year with the option to renew 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 7th day of June 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

AG Associates Architects

Company Profile

AG Associates Architects was founded in 1996, and is located in San Antonio, Texas. They are a full service architectural firm whose services include architecture, needs analysis, facility programming, master planning, space planning, site feasibility/selection/planning, interior design, technology planning, construction administration and post construction warranty services. The firm specializes in the design and renovations of housing developments and single housing units.

AG Associates has received prior awards from SAHA. Their SAHA projects include the following: assessment studies at Lincoln Heights, Springhill I & II, Sutton Homes, and Wheatley; master plan studies at Lincoln Heights, Springview, and Sutton; modernization projects at Fair Avenue, Lincoln Heights, Matt Garcia, forty-three scattered sites, and Villa Tranchese; Section 504 Accessibility Modifications at Blanco Apartments, Highview Apartments, Jewett Circle Apartments, Kenwood North Apartments, and Lewis Chatham Apartments. They also work with various Housing Authorities and include Carrizo Springs Housing Authority, Corpus Christi Housing Authority, Eagle Pass Housing Authority, and Pearsall Housing Authority. Their local clients include, but are not limited, to Bexar County, Kingsville LuLac Manor, Metropolitan Healthcare Systems, and San Antonio Independent School District.

AG Associates self-certifies as a HABE (Hispanic Business Enterprise) and has been certified as a HUB (Historically Underutilized Business) by the State of Texas.

Alamo Architects

Company Profile

Alamo Architects was established in 1984, and is located in San Antonio, Texas. They are a multidisciplinary firm specializing in institutional, educational, multifamily and retail architecture as well as urban planning. Their services include architectural, planning and interior design services.

This firm has received prior awards from SAHA for architectural and engineering services. Their SAHA projects include Artisan Park Economic Study; Costa Alameda, Costa Mirada, and Costa Valencia design and construction administration; Guadalupe Homes redevelopment; Leigh Street Design Guidelines; Marie McGuire Apartments modernization; San Juan Square Phase I, II, III revitalization; and Victoria Courts redevelopment. They have also worked with Beaumont Housing Authority, Corpus Christi Housing Finance Corporation, and Fort Worth Housing Authority. Their local public clients include City of San Antonio, Bexar County, Alamo Colleges, Our Lady of the Lake University, and the University of Texas at San Antonio.

This firm has been certified as a SBE (small business enterprise).

Durand-Hollis Rupe Architects, Inc. (DHR)

Company Profile

Durand-Hollis Rupe Architects, Inc. (DHR) was established in 1986, and is located in San Antonio, Texas. Services offered by this firm include architecture, interior design, master planning, facility assessments, graphics and renderings, 3D visual presentations, LEED/Green consulting, project management, Texas Accessibility Standards (TAS) review, urban design, and virtual reality services. They specialize in the following areas: residential, multi-family housing, commercial, industrial, restoration, medical, retail, and education.

This firm has received prior awards from SAHA for architectural and engineering services. Their SAHA projects have included Blueridge homes design guidelines; Victoria Plaza assessments and modernization; Fair Avenue Apartments renovations; Matt Garcia Apartment renovations; TL Shaley Apartment complex upgrades; Pecan Hill Apartment and roof upgrades; and Sahara Ramsey Apartment upgrades. Their local clients include Alamo Colleges, Brooks Development Authority, CPS Energy, Port Authority of San Antonio, Southwest Research Institute, and State of Texas Adjutant General's Department (Camp Mabry).

DHR has been certified as a DBE (disabled), HABE (Hispanic). SBE (small business)

Deborah J. Dockery, Architect, P.C.
Company Profile

Deborah J. Dockery, Architect, P.C. was established in 1989, and is located in San Antonio, Texas. They are a full service architectural firm providing architectural services, programming, and master planning for institutions, public agencies, and non-profit groups. Relevant services offered include the following: professional architectural services, programming, master planning and feasibility studies, interior design, historic renovations, restorations, and reconstruction, site planning, selection, and analysis, due diligence reviews, construction management and administration, design-build coordination, building code review and analysis, Americans with Disabilities Act review, green building studies and implementation, renderings and visualizations.

This firm has received prior awards from SAHA for architecture and engineering services. Their SAHA projects include concept designs for securing the reception areas and locating security screening equipment at the two public entrances at SAHA's Central Office. This firm has been awarded a contract for on-call architectural services with the City of San Antonio, and an indefinite delivery/indefinite quantity (IDIQ) contract with Bexar County and Brooks Development Authority. Their local clients include the City of San Antonio, Bexar County, Texas Parks and Wildlife, City of Floresville, City of Hondo, Medina County and numerous South Texas School Districts.

This firm has been certified as a SBE (small business) and WBE (women-owned).

Saldana & Associates, Inc.
Company Profile

Saldana & Associates, Inc. was founded in 1973, and has two office locations in San Antonio, Texas. They offer professional services in architectural design, urban design, site planning, historical preservation, library design, interior design, accessibility compliance, feasibility studies, building programming and project management. The firm has had extensive involvement in the design and construction administration of large-scale municipal projects, educational facilities projects and government facilities.

This firm has received a prior award from SAHA for architectural and engineering services. Their SAHA projects include the following: Dr. Charles Andrews renovations and site improvements; San Juan Brady Homes modernization; Cassiano Homes, fire damage repair; San Alfonso Senior Housing Development, 29 new units; Sutton Homes repairs and renovations; and Victoria Courts additions and renovations to the daycare center. They have also worked with Bexar County Housing Authority, Del Rio Housing Authority and PHARR Housing Authority. This firm has an IDIQ contract with ACCD District wide and SouthSide Independent School District. Their Client list includes Alamo Community College District, Avenida Guadalupe Association, Bexar County, Laguna Shores Housing (Air Naval Base in Corpus Christi, Texas), San Antonio School District, the City of San Antonio, and University of Texas.

Saldana & Associates is a Subchapter S Corporation registered with the State of Texas, certified as a DBE (disabled), SBE (small business), and MBE (minority) by the South Central Texas Regional Certification Agency (SCTRCA) and is also certified as an HUB (Historically Underutilized Business) by the State of Texas.

Sprinkle & Co. Architects, LLC
Company Profile

Sprinkle & Co. Architects, LLC was founded in 2006, and is located in San Antonio, Texas. They are a full service architectural/interior design firm with experience in a variety of building types to include municipal, institutional, religious, commercial, industrial, multi-family and residential.

Sprinkle & Co. has received a prior award from SAHA for architectural and engineering services. Their SAHA projects include the following: Castle Point renovation of eight apartment units, ADA, site exterior and stormwater improvements, and retaining wall design; Cassiano Homes structural evaluation and design work for six burned units; esthetic improvements Lofts at Marie McGuire and design guidelines for Wheatley Court Neighborhood. Their local client list includes the City of San Antonio, Silo Elevated Cuisine, Credit Human, Taco Cabana, Varga Endeavors and the private residences of Stacey Hill and Chuck Ramon.

This firm has been certified as an SBE (small business).

Smith & Company Architects
Company Profile

Smith & Company Architects was founded in 1999. Their headquarters is located in Houston, Texas with field office locations in Austin and San Antonio, Texas. They are an architectural and interior design practice providing design and project management services to educational, municipal, housing, civic and community sectors. This firm has worked on projects of all scopes and sizes to include programming studies, feasibility studies, master plans, facility assessments, interior renovations, major alterations, and new construction.

This firm has received no prior awards from SAHA. Their client list includes: Multi-Family Housing: Tampa Housing Authority, Harris County Housing Authority, Houston Housing Authority, Texas City Housing Authority, Port Arthur Housing Authority, Temenos Community Development Corporation, The Montrose Center, and the City of Tulsa; Student Housing: Prairie View A&M University, Texas A&M University, Texas Southern University, and University of Houston/Victoria; Industrial: BOSTCO Storage, and Frito Lay; Parking Facilities: City of Tampa and Texas Southern University.

This firm has been certified as an AABE (African American) and SBE (small business).

Tyson and Billy Architects, P.C.
Company Profile

Tyson and Billy Architects, P.C. was established in 1919, and is located in Rockford, Illinois with a field office location in Estero, Florida. They service clients nationwide and are a licensed design firm in Illinois, Missouri, Florida, Wisconsin, Oklahoma, Kansas, Iowa, Indiana, South Carolina, Texas, and Virginia. Tyson and Billy Architects is a full service architectural firm whose focus is on multi-family housing, senior living, public sector projects, not-for-profit and private clients. Their services include pre-design/planning, site selection, architectural design, cost estimating, interior design, construction administration, material selection, building information modeling, feasibility studies, and post occupancy

services.

Tyson and Billy Architects has received no prior awards from SAHA. They have worked with over 50 Housing Authorities to include, but not limited, to Austin Housing Authority, Houston Housing Authority, Belton Housing Authority, Brownsville Housing Authority, Greenville Housing Authority, Tampa Housing Authority, and Temple Housing Authority. Additionally, this firm has an indefinite service contract with Greenville Housing Authority. Their projects have included, but are not limited, to multi-family development Lakeline Station Apartments, Austin, Texas; Gaston Place Apartments, Austin, Texas; Bethel Terrace Apartments: architectural and engineering services provided for an elderly, Section 8 property located in Chicago, Illinois; Rental Assistance Demonstration (RAD) conversions completed for Rock Island Housing Authority at Sunset Heights Apartments and Scattered Sites for Housing Authority of Champaign; developed forty-two single family homes (Badger Ridge), homes with a private developer and the Housing Authority of Jo Daviess County; developed a senior living community for Lake County Housing Authority.

Scoring Matrix										
Architectural and Engineering Services 1803-906-07-4758										
Criterion Description	Max Points Weight	Able City Architects	A G Associates Architects	Alamo Architects	Bendicien Engineering	Durand-Hollis Rupe Architects	Debra J Dockery Architects	Gerarde Neriaga Architecture	James Ed Carleton AIA	
Experience: Competence to perform the services as reflected by technical training and education, general architectural experience.	1-5 25%	4.00	4.00	4.00	2.00	5.00	5.00	3.00	4.00	
Rater 1		3.00	4.00	4.00	2.00	4.00	3.00	2.00	3.50	
Rater 2		3.00	3.00	3.00	3.00	4.00	4.00	2.00	3.00	
Rater 3		10.00	11.00	11.00	13.00	12.00	7.00	7.00	10.50	
Total Score		3.33	3.67	3.67	2.33	4.33	4.00	2.33	3.50	
Average Score		0.83	0.92	0.92	0.58	1.08	1.00	0.58	0.88	
Weighted Score										
Competency: Ability to perform the services as reflected by workload, personnel, resources, support, etc.	1-5 25%	4.00	4.00	4.00	2.00	5.00	4.00	3.00	3.00	
Rater 1		3.00	4.00	4.00	1.00	4.00	4.00	2.00	2.00	
Rater 2		3.00	4.00	4.00	2.00	4.00	3.00	2.00	2.00	
Rater 3		10.00	12.00	11.00	5.00	13.00	11.00	7.00	7.00	
Total Score		3.33	4.00	3.67	1.67	4.33	3.67	2.33	2.33	
Average Score		0.83	1.00	0.92	0.42	1.08	0.92	0.58	0.58	
Weighted Score										
Green Building: Prior designs by Respondent's firm that incorporated "Green"	1-5 10%	3.00	4.00	4.00	1.00	4.00	3.00	2.00	2.00	
Rater 1		2.00	3.00	3.00	0.00	4.00	2.00	1.50	1.50	
Rater 2		3.00	3.00	3.00	1.00	3.00	3.00	2.00	2.00	
Rater 3		8.00	10.00	10.00	2.00	11.00	8.00	5.50	5.50	
Total Score		2.67	3.33	3.33	0.67	3.67	2.67	1.83	1.83	
Average Score		0.27	0.33	0.33	0.07	0.37	0.27	0.18	0.18	
Weighted Score										
Project Approach: Describe the Firms/Professional's approach and experience in evaluating the condition of existing properties.	1-5 20%	4.00	4.00	4.00	2.00	5.00	3.00	2.00	3.00	
Rater 1		3.00	4.00	4.00	1.50	4.00	2.00	1.00	2.00	
Rater 2		3.00	3.00	3.00	1.00	3.00	3.00	2.00	2.00	
Rater 3		10.00	11.00	10.50	4.50	12.00	8.00	5.00	7.00	
Total Score		3.33	3.67	3.50	1.50	4.00	2.67	1.67	2.33	
Average Score		0.67	0.73	0.70	0.30	0.80	0.53	0.33	0.47	
Weighted Score										
Response: Detail information regarding the Proposer's team.	1-5 10%	3.00	4.00	4.00	1.00	5.00	4.00	3.00	3.00	
Rater 1		2.50	4.00	3.00	1.00	4.00	3.00	2.00	2.00	
Rater 2		3.00	3.00	3.00	1.00	4.00	4.00	2.00	2.00	
Rater 3		8.50	11.00	10.00	3.00	13.00	11.00	7.00	7.00	
Total Score		2.83	3.67	3.33	1.00	4.33	3.67	2.33	2.33	
Average Score		0.28	0.37	0.33	0.10	0.43	0.37	0.23	0.23	
Weighted Score										
Strength of the Section 3 plan:	1-5 5%	1.00	3.00	3.00	0.00	3.00	3.00	4.00	2.00	
Rater 1		0.00	4.00	4.00	0.00	4.00	3.00	3.00	2.00	
Rater 2		0.00	3.00	3.00	0.00	3.00	3.00	3.00	1.00	
Rater 3		1.00	10.00	10.00	0.00	11.00	9.00	10.00	5.00	
Total Score		0.33	3.33	3.33	0.00	3.67	3.00	3.33	1.67	
Average Score		0.02	0.17	0.17	0.00	0.18	0.15	0.17	0.08	
Weighted Score										
Strength of the SW/MBE plan:	1-5 5%	1.00	3.00	3.00	0.00	3.00	4.00	1.00	3.00	
Rater 1		0.00	4.00	4.00	0.00	3.00	4.00	2.00	2.00	
Rater 2		0.00	3.00	3.00	0.00	3.00	4.00	2.00	2.00	
Rater 3		1.00	10.00	11.00	0.00	9.00	12.00	5.00	7.00	
Total Score		0.33	3.33	3.67	0.00	3.00	4.00	1.67	2.33	
Average Score		0.02	0.17	0.18	0.00	0.15	0.20	0.08	0.12	
Weighted Score										
to an additional 5 points.										
Priority I: As detailed in Attachment O	5 (.25)									
Priority II: As detailed in Attachment D	4 (.2)									
Priority III: As detailed in Attachment D	3 (.15)									
Priority IV: As detailed in Attachment D	2 (.1)									
Total Weighted Score		2.92	3.68	3.55	1.47	4.10	3.43	2.17	2.54	

Scoring Matrix										
Architectural and Engineering Services 1883-906-07-4768										
Criterion Description	Max Points Weight	KAI Texas	Mainstreet Architects	Saldana Architects	Smith and Company	Soi Studio Architects	Sprinkle and Company	Studio X9 Architects	Tyson & Billy Architects	
Experience: Competence to perform the services as reflected by technical training and education, general architectural experience, specific experience in projects requiring design, conversion, etc.	1-5 25%									
	Rater 1	4.00	3.00	4.00	4.00	3.00	4.00	3.00	3.00	4.00
	Rater 2	3.50	3.50	2.50	4.00	2.50	4.00	2.50	2.50	4.00
	Rater 3	4.00	3.50	3.00	3.00	3.00	4.00	3.00	3.00	3.00
	Total Score	11.50	10.00	9.50	11.00	8.50	11.00	8.50	8.50	11.00
	Average Score	3.83	3.33	3.17	3.67	2.83	3.67	2.83	2.83	3.67
Weighted Score	0.96	0.83	0.79	0.92	0.71	0.92	0.71	0.71	0.92	
Competency: Ability to perform the services as reflected by workload, personnel, resources, support, etc.	1-5 25%									
	Rater 1	3.00	3.00	4.00	4.00	3.00	4.00	3.00	3.00	3.00
	Rater 2	3.00	2.50	3.00	3.00	2.00	3.00	2.50	2.50	4.00
	Rater 3	3.50	3.00	4.00	3.00	3.00	4.00	3.00	3.00	3.00
	Total Score	9.50	8.50	11.00	11.00	7.00	11.00	8.50	8.50	10.00
	Average Score	3.17	2.83	3.67	3.67	2.33	3.67	2.83	2.83	3.33
Weighted Score	0.79	0.71	0.92	0.92	0.58	0.92	0.71	0.71	0.83	
Green Building: Prior designs by Respondent's firm that incorporated "Green"	1-5 10%									
	Rater 1	3.00	2.00	4.00	4.00	3.00	3.00	3.00	3.00	4.00
	Rater 2	4.50	1.00	2.50	3.00	2.00	4.00	2.00	2.00	3.00
	Rater 3	3.00	2.00	3.00	3.00	2.00	4.00	3.00	3.00	4.00
	Total Score	10.50	5.00	9.50	10.00	7.00	11.00	8.00	8.00	11.00
	Average Score	3.50	1.67	3.17	3.33	2.33	3.67	2.67	2.67	3.67
Weighted Score	0.35	0.17	0.32	0.33	0.23	0.37	0.27	0.27	0.37	
Project Approach: Describe the Firms/Professional's approach and experience in evaluating the condition of existing properties.	1-5 20%									
	Rater 1	4.00	2.00	4.00	3.00	4.00	4.00	4.00	4.00	4.00
	Rater 2	3.00	1.00	3.00	3.00	3.50	3.00	3.00	3.00	3.00
	Rater 3	3.00	2.00	3.00	3.00	3.00	4.00	3.00	3.00	3.00
	Total Score	10.00	5.00	10.00	9.00	10.50	11.00	10.00	10.00	10.00
	Average Score	3.33	1.67	3.33	3.00	3.50	3.67	3.33	3.33	3.33
Weighted Score	0.67	0.33	0.67	0.60	0.70	0.73	0.67	0.67	0.67	
Responses: Detail information regarding the Proposer's team.	1-5 10%									
	Rater 1	4.00	2.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
	Rater 2	3.50	1.00	3.00	3.00	3.50	3.00	3.00	3.00	3.50
	Rater 3	3.00	2.00	3.00	3.00	3.00	4.00	3.00	3.00	3.50
	Total Score	10.50	5.00	10.00	10.00	10.50	11.00	10.00	10.00	11.00
	Average Score	3.50	1.67	3.33	3.33	3.50	3.67	3.33	3.33	3.67
Weighted Score	0.35	0.17	0.33	0.33	0.35	0.37	0.33	0.33	0.37	
Strength of the Section 3 plan:	1-5 5%									
	Rater 1	3.00	2.00	4.00	3.00	3.00	3.00	4.00	4.00	3.00
	Rater 2	2.00	1.00	4.00	2.00	2.00	4.00	4.00	3.00	2.00
	Rater 3	2.00	1.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Total Score	7.00	4.00	11.00	8.00	8.00	10.00	10.00	9.00	7.00
	Average Score	2.33	1.33	3.67	2.67	2.67	3.33	3.33	3.00	2.33
Weighted Score	0.12	0.07	0.18	0.13	0.13	0.15	0.17	0.15	0.12	
Strength of the SW/MBE plan:	1-5 5%									
	Rater 1	2.00	3.00	4.00	3.00	4.00	3.00	3.00	3.00	2.00
	Rater 2	2.00	3.00	4.00	2.00	2.00	3.00	3.00	3.00	3.00
	Rater 3	2.00	3.00	3.00	2.00	3.00	3.00	3.00	3.00	2.00
	Total Score	6.00	9.00	11.00	7.00	7.00	10.00	9.00	9.00	7.00
	Average Score	2.00	3.00	3.67	2.33	2.33	3.33	3.00	3.00	2.33
Weighted Score	0.10	0.15	0.18	0.12	0.12	0.17	0.15	0.15	0.12	
Priority I: As detailed in Attachment D	5 (25)									
Priority II: As detailed in Attachment D	4 (20)									
Priority III: As detailed in Attachment D	3 (15)									
Priority IV: As detailed in Attachment D	2 (10)									
Total Weighted Score		3.33	2.43	3.49	3.35	2.98	3.60	3.00	3.40	

Advertisement List
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Architectural and Engineering Services

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
Associations Revised as of 09/18/2017			
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Alamo City Black Chamber Of Commerce	Bede Ramcharan	info@alamocitychamber.org	
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Construct Connect		content@constructconnect.com	
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Chinese Chamber of Commerce	Jing Hao	jing.hao@gsaccc.org	
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The San Antonio Chamber of Commerce	Julie Oltersdorf	julieo@sachamber.org	
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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	
Plumbing Heating Cooling Contractors Association	Heidi Timble	Heidi@phcc-sanantonio.org	
Professional Engineers in Private Practice	Diane Hoskins	bexarpepp@sbcglobal.net	

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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	
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RVK		Info@rvk-architects.com	
Beaty Palmer		tpalmer@beatypalmer.com	
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Ford Powell Carson	Web site	marketing@fpcarch.com	
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Breed Architecture, LLC	Web site	mail@breedarchitecture.com	
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Clayton & Little Architects	Shannon	Shannon@claytonandlittle.com	unknown
Coffee Crier Schenk & Hammond	Web site	ccsh@austin.rr.com	rejected
Collaborative Design Studio	Web site	admin@collaborativedesignstudio.com	Domain not fnd
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Design Workshop, Inc	P Albright	palbright@designworkshop.com	unknown
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EYP, Inc	B. Jensen	bjensen@eypae.com	unknown
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**Advertisement List
Solicitation # 1803-906-07-4768
Architectural and Engineering Services**

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StudioX9	Anya Bartay	anya@studiox9.com	
Synchro Architecture Studio	David Bogle	bogle@syncrostudio.com	
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Grace Rose		grace@gracepggroup.com	
pbGroup	Florin Popa	florinpopa@im-studios.com	Does not exist

BOARD OF COMMISSIONERS

RESOLUTION 5823, AUTHORIZING MISSION DG AS DEVELOPER OF VITRE APARTMENT TRANSACTION INCLUDING: (I) EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT TRANSACTION; (II) AUTHORIZING THE SAN ANTONIO HOUSING FACILITY CORPORATION TO SERVE AS PRIME CONTRACTOR; (III) TO ENTER INTO THE AGREEMENT OF LIMITED PARTNERSHIP FOR VITRE APARTMENTS; AND (IV) OBTAINING TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS TAX CREDITS FOR THE PROJECT AND OTHER MATTERS IN CONNECTION HEREWITH

David Nisivoccia
President and CEO

Timothy E. Alcott
Real Estate and Legal Services Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 5823, authorizing Mission DG as developer of Vitre Apartment Transaction including: (I) execution of all documentation necessary to carry out transaction; (II) authorizing the San Antonio Housing Facility Corporation to serve as prime contractor; (III) to enter into the agreement of limited partnership for Vitre Apartments; and (IV) obtaining Texas Department of Housing and Community Affairs tax credits for the project and other matters in connection herewith.

FINANCIAL IMPACT:

The final deal terms will be presented to the Board of Commissioners once negotiated.

SUMMARY:

Mission DG, is a developer of affordable housing in the State of Texas and specializes in the development, construction and management of high quality senior and multi-family residential properties. The developer has approached SAHA with an opportunity to partner in the development of this affordable, multi-family housing development.

The Vitre Apartments will be an approximately 232 unit housing development located at 120 N. Leona Street, San Antonio, Texas. The development will be targeted specifically for working families and will consist of 48 tax credit units. The new development will provide a mix of studio, one-bedroom and two-bedroom units with appropriate design considerations and amenities. Vitre Apartments will represent the very best housing in terms of quality and sustainability in the marketplace today. Virte Apartments has an estimated development cost of \$34,806,314.00 and will be funded by four percent Tax Credits and a HUD 221(d)(4) loan.

Mission DG will partner with the San Antonio Housing Authority, which will benefit both entities. The partnership will receive the benefit of the San Antonio Housing Facility Corporation's ad valorem tax exemption, as well as its sales tax exemption; the agency will add units to its affordable housing portfolio, enabling the agency to serve more residents and further its

mission. Mission DG will provide ongoing guarantees and long term property management.

STRATEGIC GOAL:

Strategically expand the supply of affordable housing.

ATTACHMENTS:

Resolution 5823

Site Map

**San Antonio Housing Authority
Resolution 5823**

RESOLUTION 5823, AUTHORIZING MISSION DG AS DEVELOPER OF VITRE APARTMENT TRANSACTION, INCLUDING: (I) EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT TRANSACTION; (II) AUTHORIZING THE SAN ANTONIO HOUSING FACILITY CORPORATION TO SERVE AS PRIME CONTRACTOR; (III) TO ENTER INTO THE AGREEMENT OF LIMITED PARTNERSHIP FOR VITRE APARTMENTS; AND (IV) OBTAINING TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS TAX CREDITS FOR THE PROJECT AND OTHER MATTERS IN CONNECTION HEREWITH

WHEREAS, Mission DG has proposed a development for affordable, multifamily rental housing located at 120 N. Leona Street, in the City of San Antonio; and

WHEREAS, at the request of Mission DG, the San Antonio Housing Facility Corporation (SAHFC) agreed to serve as the sole member of the General Partner of the Partnership in connection with the financing; and

WHEREAS, Mission DG and the San Antonio Housing Authority and/or the SAHFC, plan to use 4 percent Housing Tax Credits and a HUD 221(d)(4) loan for Vitre Apartments; and

WHEREAS, the Board of Commissioners has determined that it is in the public's interest and to the benefit of the citizens and residents of San Antonio, for the various entities to enter into the transaction described above so that the partners may construct the project; and

WHEREAS, this Board of Commissioners has reviewed the foregoing and determined that the action herein is in furtherance of the public purposes of SAHFC.

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

- 1) Confirms that it supports the proposed Vitre Apartments located at 120 N. Leona Street in the City of San Antonio, TX, and that this formal action has been taken to put on record the opinion expressed by the San Antonio Housing Authority; and
- 2) Approves Resolution 5823, authorizing Mission DG as developer of Vitre Apartment Transaction including: (I) execution of all documentation necessary to carry out transaction; (II) authorizing the San Antonio Housing Facility Corporation to serve as prime contractor; (III) to enter into the agreement of limited partnership for Vitre Apartments; and (IV) obtaining Texas Department of Housing and Community Affairs tax credits for the project and other matters in connection herewith; and
- 3) Authorizes the President and CEO, or designee, to execute all necessary documents and extensions.

Approved the 7th day of June 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

Vitre



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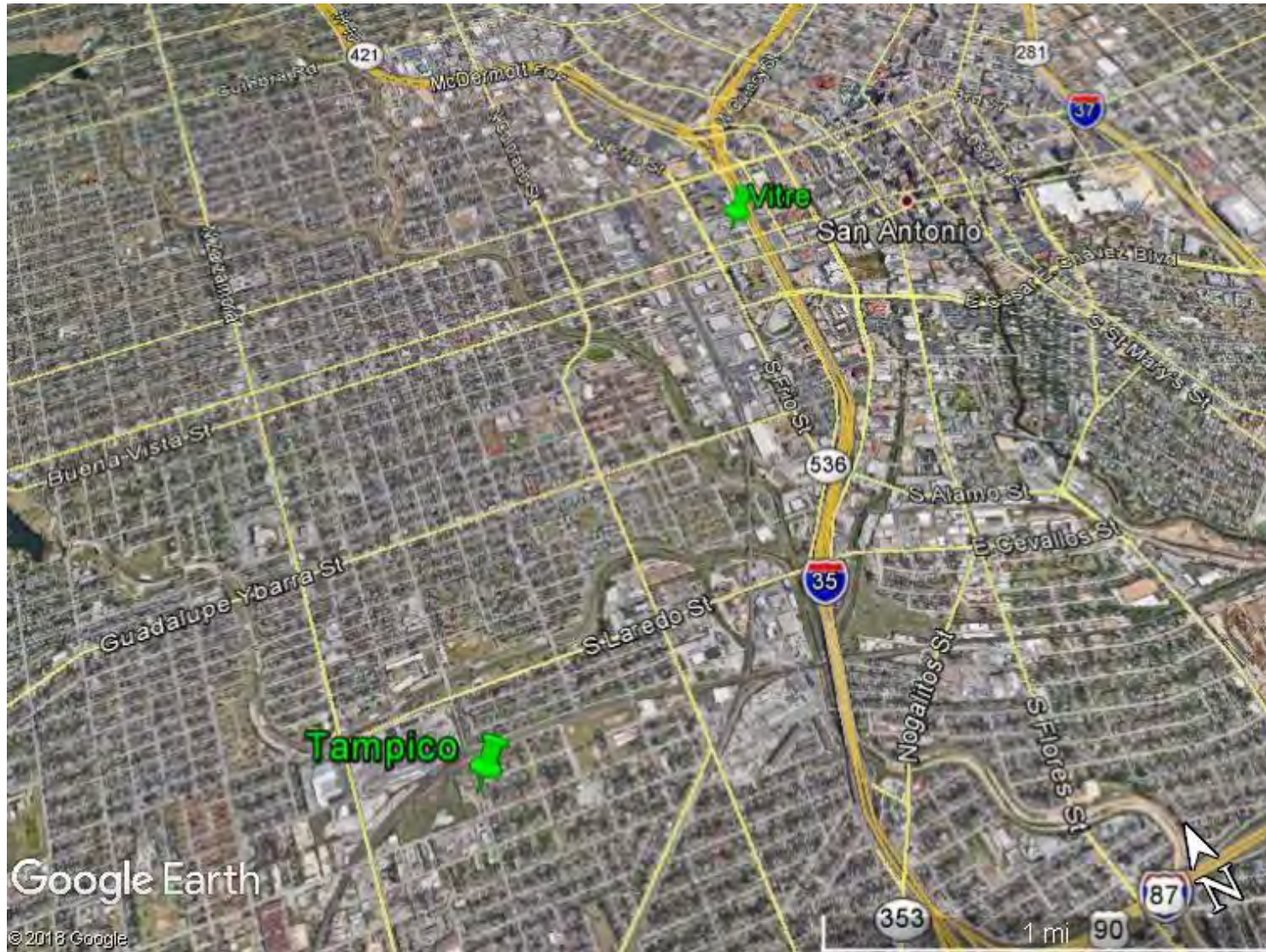
Vitre - Conceptual Elevation

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Tampico & Vitre



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Tampico Architectural Conceptual Design



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MEMORANDUM

To: Board of Commissioners

From: David Nisivoccia, President and CEO

Presented by: Steven Morando, Director of Procurement and General Services

RE: Procurement Activity Report

SUMMARY:

For the calendar quarter ended March 31, 2018, the San Antonio Housing Authority's Procurement Department issued six formal and two informal solicitations, receiving a total of fifty responses. This resulted in an average of 6.7 responses per formal solicitation and five responses per informal solicitation, for an overall average response rate of 6.25 per solicitation. New contracts awarded through the first quarter were \$3,543,546.38, to include \$325,000.00 in blanket awards and contract renewals in the amount \$505,755.00, which resulted in a grand total awarded of \$4,374,301.38. Of this total, \$153,200.00 or 3.5 percent, were awarded to Small, Women-Owned and Minority Business Enterprises (SWMBE), and \$27,225.00 or one percent, were awarded to Section 3 business concerns.

For the 1st quarter calendar ending March 31, 2018, SAHA contractors reported thirty of their sixty-two new hires qualified as Section 3 individuals, which represented 48.4 percent of all new hires. The new hires were composed of seventeen male and thirteen female individuals. For the year-to-date, SAHA has hired three of its Section 3 temporary employees into full time positions within the agency. The weighted average wage rate for these Section 3 individuals is \$13.30 per hour and the breakdown by category is as follows:

- 2 new Section 3 hires earned below \$10.00 per hour
- 5 new Section 3 hires earned from \$10.00 to < \$12.00 per hour
- 17 new Section 3 hires earned from \$12.00 to < \$14.00 per hour
- 3 new Section 3 hires earned from \$14.00 to < \$16.00 per hour
- 3 new Section 3 hires earned from \$16.00 to < \$20.00 per hour

During the first calendar quarter 2018, US Inspection Group conducted four Uniform Physical Condition Standards training classes.

Current Solicitations: There is currently one Request For Proposals, two Requests for Qualifications, and one Quick Quote being advertised. The Request For Proposals is for Temporary and Contract Personnel Services; the Requests For Qualifications are for Interim Construction and Long Term (Permanent) Financing of the 100 Labor Street Project and Architectural, Engineering and Other Forensic Consulting Services; and, the Quick Quote is for Urgent Care, Physicals, Alcohol and Drug Testing Services.

Closed/Pending Solicitations: There are three solicitations that have closed and are currently being evaluated. The three solicitations include: Translation and Interpreter Services; Key Management System for Beacon Communities; and, Generator Load Bank Testing.

Solicitations in Development: Procurement is currently working on a number of solicitations for advertisement. These include the following services: Fencing and Retaining Wall Replacement at Castle Point Apartments, Printing and Publication Services, Media Monitoring Services, Public Relations Consulting Services, Victoria Plaza Modernization, Fair Avenue Apartments Expansion Joint Repairs, Demolition Services for Infill Properties, Developer for Culebra Road Property, New Affordable Home Construction Services Wheatley Infill, Public Relations Firm for DSNR Initiatives, Legal Services Bond Mixed Finance, Consultant for Management of PH Portfolio, Blanco Apartments Mechanical Basement Repairs, Rehabilitation of seven Offline Burn Units at Cassiano Homes, Fire and Sprinkler Systems at Fair Avenue Apartments, Fire and Sprinkler Systems at Villa Tranchese, Reconstruction of Burn Unit at T.L. Shaley, Automatic Door Maintenance and Repair, Fencing, Automated Gates and Pedestrian Access Gates Maintenance and Repair, Security Guard Services for Various SAHA Properties, Consultant for Organizational Review of DSNR, Consultant for DSNR - Qualified Allocation Plan (QAP), Mowing and Ground Maintenance for Various PH Properties, Roof Replacement at 9514 Hillsboro, Roof Replacement at Park Square Apartments, Building 2, Swimming Pool Maintenance and Repairs - Beacon Communities, and Performance Evaluation Services for the President/CEO Position.

Blanket Awards:

Awarded projects for the blanket Board approved awards are as follows:

Contract Title	Number of Awards	Amount of Blanket Award	Projects Awarded first Quarter 2018
Architectural and Engineering Services	9	\$1,500,000.00	\$80,235.00
Carpet and Flooring Purchase, Replacement and Installation	3	\$325,000.00	\$16,707.75
Environmental Engineering	2	\$600,000.00	\$90,449.00
Professional Engineering	4	\$1,500,000.00	\$51,545.00
Residential Style HVAC Systems	3	\$1,200,000.00	\$239,214.75
Legal Services	9	\$500,000.00	
Legal Services - Real Estate	4	\$250,000.00	
Bond/Mixed Finance Counsel	3	1% of Bond of Issue	\$21,419.33
Special Counsel Board Matters	1	\$60,000.00	\$6,610.18

Pest Control for Beacon Communities	2	\$220,000.00	\$12,513.46
Pest Control for Various SAHA Public Housing and Administrative Properties	2	\$500,000.00	\$32,584.94
Residential Real Estate Appraisal Services	3	\$150,000.00	\$0.00
Commercial Real Estate Broker	6	Maximum 6% fee; \$200/consulting and market analysis	\$0.00
Residential Real Estate Broker Services	2	\$250,000.00	\$0.00
Temporary and Contracting Personnel	4	\$1,325,000.00	\$391,422.49

PROPOSED ACTION:

None at this time.

FINANCIAL IMPACT:

Amounts paid according to award provisions.

STRATEGIC OBJECTIVE:

Transform core operations to be a high performing and financially strong organization.

ATTACHMENT:

Procurement Activity Report

Procurement Activity Report May 24, 2018

Solicitations Currently being Advertised				
SAHA Department	Type	Solicitation Name	Bidders Conference	Closes
Construction Services	RFQ	Architectural, Engineering and Other Forensic Consulting Services	5/8/2018	5/25/2018
Human Resources	RFP	Temporary and Contract Personnel Services	5/15/2018	5/31/2018
Risk Management	QQ	Urgent Care, Physicals, Alcohol and Drug Testing Services	N/A	6/6/2018
DSNR	RFQ	Interim Construction and Long Term (Permanent) Financing - 100 Labor Street Project	N/A	6/11/2018
Solicitations Under Evaluation				
SAHA Department	Type	Solicitation Name	Date Closed	Status
Innovative Technology	RFP	Cloud Unified Communication and Collaboration Solution	3/21/2018	Board Meeting 6/7/18
Construction Services	RFQ	Architectural and Engineering Services	4/18/2018	
DSNR	IFB	Prefabricated Metal Building for Garcia Street Urban Farm	5/2/2018	
Communications and Public Affairs	QQ	Translation and Interpreter Services	9/13/2017	Negotiation Due Diligence Procurement Evaluation
Beacon Communities	QQ	Key Management System for Beacon Communities	11/28/2017	
Construction Services	QQ	Generator Load Bank Testing	5/10/2018	
Future Solicitations				
Beacon Communities		Fencing and Retaining Wall Replacement at Castle Point Apartments	State of Texas - TXMAS Contract	
		Swimming Pool Maintenance and Repairs - Beacon Communities	June 2018	
Communications and Public Affairs		Printing and Publication Services	July 2018	
		Media Monitoring Services	July 2018	
		Public Relations Consulting Services	July 2018	
Construction Services		Victoria Plaza Modernization	June 2018	
		Rehabilitation of 7 Offline Burn Units at Cassiano Homes	June 2018	
		Reconstruction of Burn Unit at T.L. Shaley	June 2018	
		Fire and Sprinkler Systems at Fair Avenue Apartments	June 2018	
		Fire and Sprinkler Systems at Villa Tranchese	June 2018	
DSNR		Demolition Services for Infill Properties	June 2018	
		Developer for Culebra Road Property	September 2018	
		New Affordable Home Construction Services Wheatley Infill	August 2018	
		Consultant for Organizational Review of DSNR	June 2018	
		Consultant for DSNR - Qualified Allocation Plan (QAP)	July 2018	
		Public Relations Firm for DSNR Initiatives	July 2018	
Legal Services		Legal Services Bond Mixed Finance	June 2018	
Public Housing		Consultant for Management of PH Portfolio	July 2018	
		Mowing and Ground Maintenance for Various PH Properties	June 2018	
		Fair Avenue Apartments Expansion Joint Repairs	June 2018	
		Roof Replacement at 9514 Hillsboro	June 2018	
		Roof Replacement at Park Square Apts, Building 2	June 2018	
		Automatic Door Maintenance and Repair	July 2018	
		Blanco Apartments Mechanical Basement Repairs,	July 2018	
		Fencing, Automated Gates and Pedestrian Access Gates Maintenance and Repair	July 2018	
Security Services		Security Services for Various SAHA Properties	June 2018	
Board of Directors		Performance Evaluation Services for President/CEO Position	June 2018	

Informal Awards Up to \$50,000

SAHA Department	Solicitation Name	Vendor	Amount	Date
Public Housing	Seal Expansion Joints on Brick	Trevino Contractor	3,195.00	4/12/2018
Human Resources	Completion of ACA IRS Forms	Accord Systems, LLC	5,990.60	4/13/2018
Public Housing	Scaffolding - The Convent	BrandSafway Solutions, Inc.	4,440.00	4/23/2018
Beacon Communities	Bella Claire Fence Alterations	Manuel Ortiz Construction	10,400.00	4/24/2018
CDI	Event Rentals for Mother's Day Event	Illusions Rental and Designs	2,856.54	4/26/2018
Human Resources	HRIS Manager	Enterprise-Wide Solutions, Inc.	49,903.50	5/10/2018
General Services	Annual Maintenance Rapiscan Systems	Rapiscan Systems, Inc.	9,124.00	5/11/2018
Beacon Communities	Uniforms for Beacon Staff	CINTAS	5,539.68	5/15/2018



To: Board of Commissioners

Date: June 7, 2018

From: Thomas F. Adkisson, Chair, Finance Committee

Subject: Update and discussion regarding the May 17, 2018, Finance Committee Meeting

A Finance Committee meeting was held on Thursday, May 17, 2018. Attendees included Committee Chair Thomas F. Adkisson, Commissioner Francesca Caballero, Commissioner Charles Clack, Commissioner Marie R. McClure, Commissioner Jessica Weaver, SAHA President and CEO David Nisivoccia and SAHA staff.

The following topics were discussed during the meeting:

Minutes

Approval of the February 15, 2018, Finance Committee Meeting minutes.

The following resolution was approved to move forward to the Board meeting:

Resolution 5822, approving the Consolidated Operating Budget for the San Antonio Housing Authority and its affiliated Non-Profits for the fiscal year ending June 30, 2019, was presented by Mr. Ed Hinojosa, Chief Financial Officer and Ms. Diana Kollodziej Fiedler, Director of Finance and Accounting.

Update and discussion regarding the Quarterly Financial Report for the San Antonio Housing Authority

Ms. Fiedler reported and provided the financial highlights of the San Antonio Housing Authority. The results of operations for the nine months ended March 31, 2018, reflect a surplus before non-cash items of \$16.4 million, which was \$9.2 million over budgeted projections. The Total Operating Revenue was approximately \$4.4 million above budget, due to a favorable variance of \$7.0 million in Section 8 Housing Assistance Payment (HAP) Revenue. The total Operating Expenses ended the period \$3.5 million below budget, due primarily to favorable variances of \$1.9 million in Salaries and Benefits and \$3.6 million in Other Expenses.

The Comparative Balance Sheet reflects an overall increase in Total Net Position of \$11.3 million from March 31, 2017, to March 31, 2018. Total Assets increased \$16.3 million due to increases of \$8.3 million in Current Assets, \$2.7 million in Fixed Assets, and \$5.3 million in Other Non-Current Assets. The complete Quarterly Financial Report for the San Antonio Housing Authority was provided to the Board in the Finance Committee final packet.



Update and discussion regarding the Internal Audit Department Quarterly Report

Ms. Helen Madison, Acting Director of Internal Audit, reported that Internal Audit provides independent and objective assurance, auditing, and consulting services to add value, improve internal controls, and strengthen the Agency's operations. The function helps the Housing Authority accomplish its objectives by using a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. In addition to its oversight activities, internal audit serves as a resource for identifying opportunities for best practices and efficiencies. Ms. Madison's presentation to the Board of Commissioners included updates regarding the status of FY 2017-2018 Internal Audit Plan, the preparation of the FY 2018-2019 Internal Audit Plan, and the status of Corrective Action items resulting from internal audits.



To: Board of Commissioners

Date: June 7, 2018

From: Morris A. Stribling, DPM, Chair, Operations and Choice Neighborhood Committee

Subject: Update and discussion regarding the May 17, 2018, Operations and Choice Neighborhood Committee Meeting

An Operations and Choice Neighborhood Committee meeting was held on Thursday, May 17, 2018, at the Central Office of the San Antonio Housing Authority. Attendees included Board Chair Morris A. Stribling, DPM, Commissioner Francesca Caballero, Commissioner Charles Clack, Commissioner Marie R. McClure, Commissioner Jessica Weaver, SAHA President and CEO David Nisivoccia and SAHA staff.

The following topics were discussed at the committee meeting:

Update and discussion regarding Wheatley Choice Neighborhood activities

An update for the Wheatley Choice Neighborhood was provided.

The following resolutions were approved to move forward to the Board meeting:

Resolution 5823, authorizing Mission DG as developer of Vitre Apartment Transaction including: (I) execution of all documentation necessary to carry out transaction; (II) authorizing the San Antonio Housing Facility Corporation to serve as prime contractor; (III) to enter into the agreement of limited partnership for Vitre Apartments; and (IV) obtaining Texas Department of Housing and Community Affairs tax credits for the project and other matters in connection herewith was presented by Mr. Timothy E. Alcott, Real Estate and Legal Services Officer and by Developer, Mr. Mark Tolley.

Resolution 5827, 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, flood, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2018-2019, in an amount not to exceed \$3,200,000 was presented by Ms. Diana Kollodziej Fiedler, Director of Finance and Accounting.

Resolution 5826, authorizing the award of a contract for a cloud unified communication and collaboration solution to RingCentral, Inc. for an annual cumulative amount not to exceed \$275,000.00 for year one, \$170,000.00 for year two, \$175,000.00 for year three and \$170,000.00 for each of the years four and five; for a period of one year with the option to renew up to four additional one-year terms was



presented by Ms. Jo Ana Alvarado, Director of Innovative Technology and Mr. Steven Morando, Director of Procurement and General Services.

Resolution 5825, authorizing the award of a contract for Prefabricated Metal Building for Garcia Street Urban Farm to Geofill Material Technologies, dba, Geofill Construction (SBE) for an amount not to exceed \$62,480.00 was presented by Mr. Steven Morando, Director of Procurement and General Services, Ms. Lorraine Robles, Director of Development Services and Neighborhood Revitalization and Ms. Beth Keel, Sustainability Liaison.

Resolution 5824, authorizing the award of contracts for Architectural and Engineering Services agency-wide to the following firms: AG Associates Architects (HABE, HUB), Alamo Architects, Inc. (SBE), Durand-Hollis Rupe Architects, Inc. (DBE, ESBE, HABE, MBE, SBE), Debra J. Dockery, Architect, P.C. (ESBE, SBE, WBE), Saldana & Associates, Inc. (AABE, MBE, SBE), Smith & Company Architects (AABE, MBE, SBE), Sprinkle & Co. Architects, LLC (ESBE, SBE), and Tyson and Billy Architects, P.C.; not to exceed an annual cumulative amount of \$1,500,000.00 for a period of one year with the option to renew up to four additional one-year terms was presented by Mr. Steven Morando, Director of Procurement and General Services and Mr. Hector Martinez, Director of Construction Services and Sustainability,

Update and discussion regarding Fencing and Retaining Wall Replacement at Castle Point Apartments

Ms. Kristi Baird, Director of Beacon Communities, reported that on March 28, 2018, SAHA received a Notice of Violation from the City of San Antonio Code Enforcement related to the retaining walls at the Beacon Communities Castle Point Apartments. The structure is approximately 1,150 linear feet and is located on the east and south sides of the property. The retaining wall and fencing has been a part of Beacon's Overall Castle Point Site Wide Improvements Project, which is not scheduled to start until approximately late summer of this year. To expedite the completion of this project, and in response to the Code notice, SAHA has requested price quotes from three State of Texas TXMAS (Texas Multiple Award Schedule) contractors with responses due May 14, 2018. SAHA is able to utilize TXMAS contracts as a member of the State of Texas Cooperative Purchasing Program. Although use of TXMAS contracts are exempt from competitive bidding requirements, SAHA has chosen to obtain quotes from multiple vendors to ensure it receives a fair and reasonable price. Sprinkle & Co. Architects, LLC, SAHA's architect for the Castle Point project, had provided an estimated cost of \$208,577 for this work. Under SAHA's Procurement Policy, the Contracting Officer or designee can approve any procurement of goods, supplies, materials, services or equipment needed to mitigate an emergency regardless of the dollar amount, provided that the nature and value of said purchases, if such purchases exceed delegated authority, shall be reported to the Board of Commissioners consistent with this Policy. An emergency is an event which requires immediate action in order to prevent a hazard to life, health, safety, welfare or to avoid undue additional cost to SAHA. In this particular case, there are concerns for safety in the event the wall were to fail before our larger site wide project is completed.



Mr. Morando further stated that since the expenditure amount to mitigate the emergency is expected to exceed the delegated authority of the Contracting Officer, and in accordance with the SAHA Procurement Policy, a ratification will be presented at an upcoming, Board of Commissioners meeting with details of the award and the contract amount.

Update and discussion regarding Beacon Communities Capital Projects

Ms. Baird provided a brief overview of the Beacon Communities Capital Projects for the following properties: Woodhill, Towering Oaks, Monterrey Park, Castle Point, La Providencia, Villa De Valencia, Sunshine Plaza, Pecan Hill, Burning Tree, Encanta Villa and Legacy at Crown Meadows.

Update and discussion regarding the Capital Plan for Public Housing

Mr. Thomas Roth, Director of Asset Management, provided a quarterly status update on capital projects that have been contemplated under the Public Housing 5 Year Capital Plan. Projects have been completed at the following properties: Cross Creek Apartments, Escondida Apartments, H.B. Gonzalez Apartments, Madonna Apartments, Morris Beldon Apartments, W.C. White Apartments and Westway Apartments.

The projects in process include the following properties: Charles Andrews Apartments, Francis Furey Apartments, Frank Hornsby Apartments, Lila Cockrell Apartments, Lincoln Heights Apartments and Tarry Towne Apartments.

The projects in the planning phase include the following properties: Blanco Apartments, Cassiano Homes, Fair Avenue Apartments, Le Chalet Apartments, T.L. Shaley Apartments, Victoria Plaza and Villa Tranchese apartments.

Mr. Roth further stated that the capital projects are being funded by a combination of Capital Fund Program (CFP), Moving to Work (MTW) Funds, insurance loss proceeds, and available reserves.

President's Report

Customer Service Survey for AHP, PH and Beacon Clients

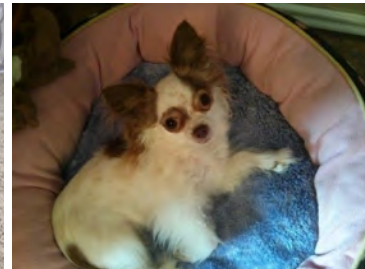
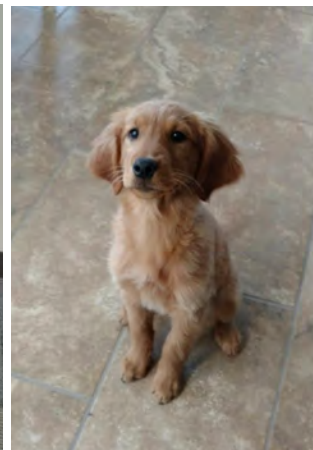
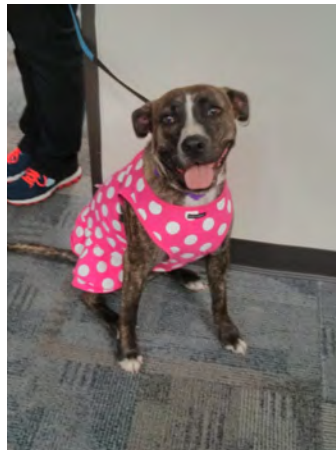
"We Want to Hear From You" - SAHA will be conducting a Customer Satisfaction Survey from June 1 through June 15, 2018. Ten percent of SAHA residents/clients from all three programs were randomly selected for the electronic survey; however, the survey is being advertised and is available to all residents. The survey includes questions related to staff engagement, security, technology and knowledge of SAHA programs. SAHA is deploying flyers/postcards, signage, bulletin boards, newsletters and oral communication in efforts to have the survey completed. The results of the survey will be presented to the Board in August.

Annual William "Bill" Sinkin Education Summit

The 6th Annual William "Bill" Sinkin Education Summit will be held Saturday, August 4, 2018, from 9:00 a.m. to 2:00 p.m. at McAllister Auditorium located on the San Antonio College campus. The Education Investment Foundation (EIF), will award forty-three scholarships to recognize students for their academic achievements, and 150 Rewarding Educational Achievement, Cultivating Hope (REACH) Awards to children K-12th grade who have maintained an A-B Honor Roll and perfect attendance throughout the year. The event will also include a GED graduation ceremony for thirty residents and recognition of completion for approximately fifty Youth Summer Employment Program Students, as well as completion of the SAISD's Parent Leadership Institute for twenty residents. The Summit will feature educational workshops, book giveaways, laptop raffle, resource fair, and complimentary lunch to the 500 attending residents.

Bring Your Dog to Work Day

SAHA employees have marked their calendar to bring their dog to work for a day! On June 22, 2018, SAHA will participate in the Bring Your Dog to Work Day. This day was created by Pet Sitters International to celebrate the great companions dogs make and to promote their adoptions. The event encourages employers to experience the joys of pets in the workplace for one day to support their local pet communities.



Annual Father's Day Fiesta

The 18th Annual Father's Day Fiesta is scheduled for Saturday, June 16, 2018. The festivities to honor and celebrate the good men of our community will take place at the SAHA Park, located at 818 S. Flores, between the hours of 10:00 a.m. and 1:00 p.m.

18TH ANNUAL FATHER'S DAY FIESTA

Celebrate the good men of our community at the
free 18th Annual Father's Day Fiesta
10 a.m to 1 p.m. | Saturday | June 16
SAHA Park, 818 S. Flores St.



Resource fair, free lunch bag (until 12:30 p.m.), children's games,
free health screens, entertainment, prizes and more

Information: Call 210-227-3463 or Txt 210-617-3554
www.SaFatherhood.com

Funding for this project was provided in part by the United States Government and City of San Antonio Department of Culture & Creative Development and other organizations. Any opinions, findings, and conclusions or recommendations expressed in this material are those of the author (s) and do not necessarily reflect the views any of the associated funders. *These services are available to all eligible persons, regardless of race, gender, age, disability, or religion.*

SAHA to Host Youths for the Summer

Once again, SAHA will administer a Summer Youth Employment Program from June 11, 2018, to August 4, 2018. SAHA youths between the ages of sixteen and twenty-one are placed in various positions at SAHA properties, Central Office, and external partnering agencies. Students participating in the summer program will work twenty hours a week Monday - Thursday and are required to attend workshops scheduled on June 22, July 13, and August 4.

Art in the Park Meeting

The first Art in the Park Community Meeting was held on May 23, 2018, at the Wheatley Park Senior Living Center. SAHA invited residents to join the creative team of architects and artists for a collaborative discussion on features and historical memories they would like implemented and preserved in their community. The artists will be revamping and bringing art to the Phillis Wheatley Park located between Lamar and Arthur Street on North Mittman Street.



2nd Annual Rib Cook-Off

The 2nd Annual Rib Cook-Off was held on May 18, 2018. The Diablos (General Services Department) claimed the pit master title and won overall Best Ribs at the Education Investment Foundation's Rib Cook-Off. Up In Smoke (Inspections Department) garnered Second Place and Castle Point Smokers (Beacon) earned Third Place and People's Choice. The competition was heated outdoors for Team Spirit, but was ultimately awarded to Cue Bandits (Community Development Initiatives Department). The challenge raised \$1,580 for the Education Investment Foundation, which awards scholarships and achievement awards to students in SAHA programs.



2018 Safety Fair

SAHA employees had an opportunity to visit with over fifteen health and wellness representatives at the SAHA Health Fair, sponsored by SAHA and Kaiser Medical Management, on May 14, 2018, in the Central Office Board Room and Atrium. The health fair included health screenings and giveaways from vendors who provided medical services, wellness products and community resources information. Attendees also had the opportunity to win raffle drawing prizes.



SAHA Celebrates Mothers

Makeovers, fashion and words of encouragement filled the SAHA Park at the 9th Annual Mother's Day Celebration on May 11, 2018. Each year, women participating in SAHA Programs are invited to an uplifting day of pampering and celebration. The women were greeted with a single rose and were given a chance to receive a makeover, massage and shop for free clothing and accessories at the SAHA Boutique.

This year's keynote speaker Michelle Garibay-Carey, poet and singer, encouraged women to "rise up." Resident Keynote Crystal Rodriguez shared her experience through the Family Self-Sufficiency Program and is on her way to becoming a homeowner.



Children Join SAHA Parents at Bring our Daughters and Sons to Work Day

On April 26, 2018, daughters and sons were given a glimpse into their parent's workday at the annual Bring Our Daughters and Sons to Work Day, a national program to inspire children to see themselves in potential career fields. The day was lined up with SAHA Q&A, tours of different departments and plant starter kit building.



Cassiano Homes Walking School Bus

Volunteers from the San Antonio Fire Department, Animal Cares, the San Antonio Police Department and McGruff the Crime Dog teamed up with the San Antonio Housing Authority and Healthy Neighborhoods to ensure more than 40 children who do not have access to school district transportation arrive to school safely through a “Walking School Bus” initiative. Metro Health and Animal Cares were in attendance on Friday, May 25, 2018, to distribute giveaways.

The San Antonio Housing Authority and Healthy Neighborhoods launched the “Walking School Bus” initiative to supervise and walk children every Monday and Friday of the school year, rain or shine.

The school-aged children live in the SAHA Cassiano Homes community and attend Sarah King Elementary, where district transportation does not operate within two miles of the school. A walking audit by the Alamo Area Metropolitan Planning Organization found the route with minimal controlled intersections and stop signs for pedestrians.

