

BOARD OF COMMISSIONERS



Regular Board Meeting
October 5, 2017

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, October 5, 2017

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 September 7, 2017, Regular Board Meeting minutes
- Approval of the September 21, 2017, Special Board Meeting minutes (Resident Services)
- Approval of the September 21, 2017, Special Board Meeting minutes (Operations and Choice Neighborhood Committee)
- Approval of the September 21, 2017, San Antonio Housing Opportunity Corporation Board Meeting minutes
- Approval of the September 21, 2017, San Antonio Housing Facility Corporation Board Meeting minutes

CONSENT ITEMS - Operations and Choice Neighborhood Committee held on September 21, 2017

4. Consideration and approval regarding Resolution 5760, approving the issuance of San Antonio Housing Facility Corporation's Promissory Note to Frost Bank in an amount not to exceed \$7,000,000.00 to refinance existing debt on Monterrey Park and to finance capital repairs and improvements to Monterrey Park Apartments and La Providencia Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith (Ed Hinojosa, Chief Financial Officer)
5. Consideration and approval regarding Resolution 5759, in support of authorizing the Chief Executive Officer of the Housing Authority of the City of San Antonio to transfer real estate to the San Antonio Housing Facility Corporation and dissolve and terminate the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation, in accordance with the Texas Business Organizations Code (Timothy E. Alcott, Real Estate and Legal Services Officer)
6. Consideration and approval regarding Resolution 5752, authorizing the award of contracts to John Blackburn Appraisals, T.C. Doctor & Associates, Inc. dba Multi-Housing Appraisal Associates, and Valbridge Property Advisors / Dugger, Canaday, Grafe, Inc. dba Valbridge Property Advisors / San Antonio for residential real estate appraisal services for an annual cumulative amount not to exceed \$150,000.00; 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; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)

7. Consideration and approval regarding Resolution 5753, authorizing the award of contracts for purchase, installation, maintenance, and repair of residential style HVAC systems to Premier Comfort Air Conditioning & Heating, Inc. (DBE, ESBE, HABE, MBE, SBE, WBE), Temp Tex Air Conditioning, Heating, EMS Controls, LLC (HABE), and Way Engineering, Ltd, for an annual cumulative amount not to exceed \$1,200,000.00; 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)
8. Consideration and approval regarding Resolution 5755, authorizing the award of a contract for HVAC products, installation, services and related products and services to Trane U.S., Inc., through the U.S. Communities Government Purchasing Alliance, for an annual cumulative amount not to exceed \$1,000,000.00; 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 5754, authorizing the award of a contract for roof repair and replacement at Escondida Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$149,575.00 (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)
10. Consideration and approval regarding Resolution 5756, authorizing the award of a contract for roof repair and replacement at Morris C. Beldon Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$205,686.00 (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)
11. Consideration and approval regarding Resolution 5757, authorizing the expenditure of additional funds to Durand Hollis Rupe Architects (DHR) for additional architectural services needed for the Victoria Plaza Modernization for an amount not to exceed \$183,449.00 (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)

INDIVIDUAL ITEMS FOR CONSIDERATION

12. Consideration and approval regarding Resolution 5758, authorizing the award of a contract for apartment marketing services to United Advertising Publications, Inc. dba ForRent.com for an annual cumulative amount not to exceed \$70,000.00 for year one; \$85,000.00 for year two; \$97,000.00 for year three; and \$105,000.00 for 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; Kristi Baird, Assistant Director of Beacon Communities)
13. Update and discussion regarding the Procurement Activity Report (Steven Morando, Director of Procurement and General Services)
14. Update and discussion regarding the September 21, 2017, Resident Services Committee Meeting (Charles Clack, Chair, Resident Services Committee)
15. Update and discussion regarding the September 21, 2017, Operations and Choice Neighborhood Committee Meeting (Morris A. Stribling, DPM, Chair, Operations and Choice Neighborhood Committee)

16. Election of Officers for the Board of Commissioners

17. President's Report

- Habitat for Humanity Building Event
- SAHA Health Fair
- SAHA's Hispanic Heritage Month Activities
- Westside Reinvestment Initiative
- Bi-annual EIF Garage Sale
- 2017 EIF Golf Tournament
- Outstanding Risk Control Program
- ConnectHome hosts Mr. Jogchum Poedt, ConnectHome Manager, HUD Office of Public Housing Investment
- Home Buyer Readiness Classes

18. *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).

- Legal Report

19. 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.

The Board thanks you for coming to the meeting.

20. 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
September 7, 2017

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

COMMISSIONERS PRESENT:

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

COMMISSIONERS ABSENT:

None

COUNSEL: Doug Poneck, Escamilla & Poneck, LLP

TRANSLATOR: BCC Communications

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
Brandee Perez, Director of Federal Housing Programs
Patrick Zacchini, Director of Internal Audit

Steven Morando, Director of Procurement and General Services
Rosario Neaves, Director of Communications and Public Affairs
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
Diana Kolodziej Fiedler, Director of Finance and Accounting

Item 1: Meeting called to order

Chair Stribling called the meeting to order at 1:13 p.m.

Item 2: Pledge of Allegiance/Moment of Silence

Recitation of pledge and moment of silence

Item 3: Presentation

- Wheatley Choice Neighborhood Implementation Grant Annual Impact Assessment 2016: "Return to the Community" presented by Christine Drennan, PhD - Trinity University

Item 4: Minutes

- Approval of the August 3, 2017, Regular Board Meeting minutes
- Approval of the August 17, 2017, Special Board Meeting minutes (Operations and Choice Neighborhood Committee)

- Approval of the August 17, 2017, Special Board Meeting minutes (Finance Committee)

Motion: Commissioner Clack 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			
Charles R. Munoz, Vice-Chair			X	
Jessica Weaver, Commissioner	X			
Thomas F. Adkisson, Commissioner	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			

Item 5: Consideration and approval regarding Resolution 5739, authorizing the award of contracts for pest control services for Beacon Communities to Pest Management, Inc. (DBE) and Pest Shield Pest Control, Inc. (Section 3 Business) for an annual cumulative amount not to exceed \$220,000.00 for year one, \$260,000.00 for year two, \$325,000.00 for year three, and \$365,000.00 for years four and five; both 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; Kristi Baird, Assistant Director of Beacon Communities)

Due to additional concerns from the Board regarding the services of the proposed pest control contract, Item Number 5 was deferred to the October 2017, Operations and Choice Neighborhood Committee meeting to allow SAHA staff additional time to research and address the Board's concerns.

Item 6: Consideration and approval regarding Resolution 5740, authorizing the award of a contract for inspection, service and replacement of fire extinguishers to Elastac Fire & Safety Products, Inc. dba A & C Fire Equipment, for an annual cumulative amount not to exceed \$30,000.00 for year one, \$35,000.00 for year two, \$40,000.00 for year three, and \$45,000.00 for 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; Hector Martinez, Director of Construction Services and Sustainability)

Consent

Item 7: Consideration and approval regarding Resolution 5744, authorizing the President and CEO to approve and proceed with a self-funded, third-party provider of SAHA employee medical and dental plans plus fully insured vision, short-term disability, long-term disability, life insurance benefit plans and an electronic benefits enrollment platform for calendar year 2018, at a total cost not to exceed \$6,889,971 (Muriel Rhoder, Chief Administrative Officer; Janie Rodriguez, Director of Human Resources)

Consent

Item 8: Consideration and approval regarding Resolution 5745, authorizing the award of a contract for banking and related services to Frost Bank; for a period of two years with the option to renew up to three additional one-year terms (Steven Morando, Director of Procurement and General Services; Diana Kollodziej Fiedler, Director of Finance and Accounting)

Consent

Item 9: Consideration and approval regarding Resolution 5746, in support of the Fourth Amendment to the Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust Restated, effective January 1, 2013 (Muriel Rhoder, Chief Administrative Officer)
Consent

Item 10: Consideration and approval regarding Resolution 5747, adopting the San Antonio Housing Authority Internal Audit Plan for 2017-2018 (Muriel Rhoder, Chief Administrative Officer; Patrick Zacchini, Director of Internal Audit)
Consent

Motion: Commissioner Weaver moved to approve Consent Items 6 through 10. Commissioner Clack 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	
Jessica Weaver, Commissioner	X			
Thomas F. Adkisson, Commissioner	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			

Item 11: Consideration and approval regarding Resolution 5748, authorizing the sale of approximately 3.13 acres of vacant land located at Rosary Street, between S. Garcia Street and S. Rio Grande Street in San Antonio, TX; the sale of such property to the highest bidder; and execution of any and all documents necessary to consummate such transaction (Ed Hinojosa, Chief Financial Officer)
Commissioner Caballero requested SAHA Staff to meet with City of San Antonio officials and also requested public input, before moving forward with the sale of the property.

Item 12: Consideration and approval regarding Resolution 5750, authorizing SAHA to accept \$50,000 from the City of San Antonio for Critical Community Improvements Strategy #6, Neighborhood Beautification (Timothy E. Alcott, Real Estate and Legal Services Officer)

Motion: Commissioner McClure moved to approve Resolution 5750. Commissioner Clack 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			
Jessica Weaver, Commissioner	X			
Thomas F. Adkisson, Commissioner	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			

Item 13: Consideration and approval regarding Resolution 5751, authorizing the selection of NRP Loan Star Development, LLC, as development partner for Alazan-Apache Courts and authorizing the President and CEO, and his designated staff to: further clarify and enhance the developer’s proposal; negotiate a development agreement; submit applications for financing; create any necessary legal entities; execute contracts for conveyance of the land; retain legal counsel; make an expenditure of up to \$250,000.00 to be paid to the developer for the developer’s assistance in the preparation of the Choice Neighborhood Implementation (CNI) Grant Application; and to ensure performance of all other matters in connection therewith (Timothy E. Alcott, Real Estate and Legal Services Officer; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)

The public portion of this consideration was discussed and the second part of the consideration of Resolution 5751 was discussed during the Closed Session.

Motion: After returning from Closed Session, Commissioner Munoz moved to approve Resolution 5751, “with a caveat that if SAHA does not receive the Choice grant, SAHA staff will return to the Board to obtain further direction from the Board on whether and how SAHA will redevelop the Alazan-Apache Courts. Commissioner Clack 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			
Jessica Weaver, Commissioner	X			
Thomas F. Adkisson, Commissioner	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			

Item 14: Update and discussion regarding the August 17, 2017, Operations and Choice Neighborhood Committee Meeting (Morris A. Stribling, DPM, Chair, Operations and Choice Neighborhood Committee)

The report included an update and discussion regarding Wheatley Choice Neighborhood activities relating to People, Housing and Neighborhood. Lorraine Robles, Director of Development Services and Neighborhood Revitalization, reported the East Meadows Multi-Family Housing project is at 96 percent completion and 82% occupied. Lori Hall, Assistant Director of Real Estate and Homeownership, reported construction on the Good Samaritan Veterans Outreach Transitional Center is complete and included a grand opening ribbon-cutting ceremony on August 9, 2017. Mr. Lopez, Director of Community Development Initiatives, reported on Safety-Byrne Grant accomplishments, provided an update of the Group Violence Intervention Program and an update regarding Choice Case Management.

The committee approved Resolution 5740, authorizing the award of a contract for inspection, service and replacement of fire extinguishers to Elastac Fire & Safety Products, Inc. dba A & C Fire Equipment; and, Resolution 5744, authorizing the President and CEO to approve and proceed with a self-funded, third-party provider of SAHA employee medical and dental plans plus fully insured vision, short-term disability, long-term disability, life insurance benefit plans and an electronic benefits enrollment platform for calendar year 2018.

Resolution 5741, in support of dissolving and terminating the San Antonio Homeownership Opportunities Corporation, a Texas nonprofit corporation, in accordance with the Texas Business Organizations Code was removed from the agenda.

The report also included an update and discussion regarding the authorization to offer for sale at current appraised value, via MLS, approximately 1.35 acres of vacant commercially zoned land, 0.94 acres of land zoned R6 and a 2.31 acre parcel containing a 9,309-square foot vacant office building. This item will be brought back as a point of discussion, after the property is re-evaluated, based on Commissioner Caballero's concerns.

Item 15: Update and discussion regarding the August 17, 2017, Finance Committee Meeting (Thomas F. Adkisson, Committee Chair, Finance Committee)

The committee approved Resolution 5745, authorizing the award of a contract for banking and related services to Frost Bank; Resolution 5746, in support of the Fourth Amendment to the Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust Restated, effective January 1, 2013; and, Resolution 5747, adopting the San Antonio Housing Authority Internal Audit Plan for 2017-2018.

The report also included an update and discussion regarding the Quarterly Financial Report for the San Antonio Housing Authority. Diana Kollodziej Fiedler, Director of Finance and Accounting, reported on the Quarterly Financial Report for the San Antonio Housing Authority for the fiscal year ended June 30, 2017.

Item 16: Update and discussion regarding the Procurement Activity Report (Steven Morando, Director of Procurement and General Services)

Mr. Morando provided a brief summary of procurement projects and reported new contracts awarded through the second quarter were \$24,871,72.97, renewals were \$8,839,320.67, which resulted in a grand total of \$33,711,045.64 awarded. Of this total, \$7,302,303.58 or 21.7 percent, were awarded to Small, Minority or Women-owned Business Enterprises (SMWBE), and \$3,014,588.76 or 8.9 percent, were awarded to Section 3 business concerns.

Mr. Morando also reported that through the calendar quarter ending June 30, 2017, SAHA contractors reported 53 of their 129 new hires qualified as Section 3 individuals, which represented 41 percent of all new hires. The new hires were comprised of 29 male and 24 female individuals.

Commissioner Adkisson inquired as to how SAHA figures compare to Bexar County and the City of San Antonio. Mr. Nisivoccia said SAHA strives to encourage minority contractors and commended his staff for meeting expectations regarding contracting minority held businesses. Staff was requested to provide a one-page report showing how SAHA compares to other agencies within San Antonio.

Item 17: President's Report

- Mayor Nirenberg Launches Housing Policy Task Force
- EIF Fiesta Medal Poster Contest
- National Night Out Activities
- SAHA Health Fair
- SAHA's Hispanic Heritage Month Activities
- Westside Choice Meeting
- Westside Reinvestment Initiative
- Education Summit

- ConnectHome/Code Jam Tech Fellows Update
- HUD Compliance Monitoring Review
- Classification and Compensation Study

Item 18: *Closed Session:

Real Estate/Consultation with Attorney

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

- East Meadows

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).

- Discussion of the claim of Madlyn Lane

Chair Stribling recessed for closed session at 4:28 p.m.

The regular board meeting was reconvened at 6:01 p.m.

Item 19: Citizens to be Heard

Graciela Gonzalez
 Ed Ocampo
 Jerry Arispe
 George Alejos
 Lucille Silva
 Randy Zaragoza
 Johanna Trejo
 Chasity Saenz
 Henry Rodriguez

Item 20: Adjournment

With no objections, Chair Stribling adjourned the meeting at 6:03 p.m.

ATTEST:

Morris A. Stribling, DPM
 Chair

Date

David Nisivoccia
 President and CEO

Date

MINUTES
SAN ANTONIO HOUSING AUTHORITY
RESIDENT SERVICES COMMITTEE
SPECIAL BOARD MEETING
September 21, 2017

SCHEDULED: 12:30 p.m. at Legacy on O'Connor Road Apartments, 13842 O'Connor Road, San Antonio, TX, 78233

COMMISSIONERS PRESENT:

Morris A. Stribling, DPM, Chair
Francesca Caballero, Commissioner
Charles Clack, 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

TRANSLATOR: BCC Communications

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

Rosario Neaves, Director of Communications and Public
Affairs
Domingo Ibarra, Director of Security
Brandee Perez, Director of Federal Housing
Programs
Thomas Roth, Director of Asset Management
Kristi Baird, Assistant Director of Beacon
Communities

Item 1: Meeting called to order

Committee Chair Clack called the meeting to order at 12:40 p.m.

Item 2: Update and discussion regarding the Elderly and Disabled Services Program

Mr. Adrian Lopez, Director of Community Development Initiatives, stated that 637 community activities have been hosted through the first half of 2017, and his staff is meeting expectations for the objective to improve quality of life for residents. Mr. Lopez provided accomplishments achieved in providing access to resources and non-SAHA programs to seniors such as the HOPE (Healthy Options Program for the Elderly) which services 836 residents and the Supplemental Nutrition Programs, which serves 234 residents. The targets have either been exceeded or met. Regarding the objective to improve resident knowledge, SAHA staff has conducted health and resource fairs, smart cooking classes and diabetic classes for the residents; however, Mr. Lopez reported the department is a little short of meeting their goal. Mr. Lopez also provided figures regarding the objective of facilitating residents to achieve independent living and stated 1,416 EDS residents have been assessed; 143 senior residents received angio screens; and 18 residents received mammograms.

Item 3: Update and discussion regarding Victoria Plaza Relocation and Case Management

Mr. Lopez and Brandee Perez, Director of Federal Housing Programs, provided an update regarding the relocation of residents and said that currently 114 residents have relocated, 10 residents have accepted housing elsewhere, and 23 are pending relocation. The set deadline for

relocation is October 31, 2017, and through coordinated efforts it is projected that all residents will be relocated by the end of September 2017.

Mr. Lopez also said the on-site case manager has been working closely with property management to ensure a seamless transition and to ensure the residents continue to receive the services they currently have. The majority of needs that have been identified to date, include the following: locating a new doctor; obtaining a new provider; transferring medication to the nearest accessible pharmacy; coordinating meal services, commodities, and community resources; and coordinating transportation options.

Item 4: Update and discussion regarding the Client Services Area Expansion

Ms. Perez informed the Committee of the expansion of client services. SAHA owns and manages approximately 6,000 Public Housing units and administers 13,000 Section 8 vouchers. The Client Services Department receives a high volume of calls, averaging 2,425 per month in 2017. On June 5, 2017, the Assisted Housing Programs (AHP) Department and Public Housing (PH) Department unified under the Director of Federal Housing Programs (FHP) to actively work to improve daily client services and address the issues presented by all program participants. The addition of an Assistant Client Services Manager position dedicated to Public Housing clients, will allow the FHP department to expand effective client service strategies to both programs.

Item 5: Public Comment

The meeting was attended by 15 residents.

Item 6: Briefing and property tour of Legacy on O'Connor Apartments

Several Commissioners attended a tour of the property.

Item 7: Adjournment

With no objections, Committee Chair Clack adjourned the meeting at 1:45 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
September 21, 2017

SCHEDULED: 2:00 p.m. at Legacy on O'Connor Road Apartments, 13842 O'Connor Road, San Antonio, TX, 78233

COMMISSIONERS PRESENT:

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

COMMISSIONERS ABSENT:

Charles 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
Hector Martinez, Director of Construction Services and Sustainability

Steven Morando, Director of Procurement and General Services
Rosario Neaves, Director of Communications and Public Affairs
Domingo Ibarra, Director of Security
Thomas Roth, Director of Asset Management
Brandee Perez, Director of Federal Housing Programs

Item 1: Meeting called to order

Chair Stribling called the meeting to order at 2:11 p.m.

Item 2: Presentation

Update and discussion regarding the redevelopment of the Hemisfair Park Area (Omar Gonzales, Director of Real Estate for Hemisfair; Timothy E. Alcott, Real Estate and Legal Services Officer)

Item 3: Resolution 5760, approving the issuance of San Antonio Housing Facility Corporation's Promissory Note to Frost Bank in an amount not to exceed \$7,000,000.00 to refinance existing debt on Monterrey Park and to finance capital repairs and improvements to Monterrey Park Apartments and La Providencia Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith

Mr. Thomas Roth, Director of Asset Management, explained that the five-year plan for the Beacon Communities Portfolio identified these assets as candidates for refinancing and reinvestment in capital repairs/replacements to extend their useful life. Staff has commissioned an engineer to complete a site and building envelope assessment to quantify the cost and to

prioritize the scheduling of repairs. Assuming a loan amount of \$7,000,000.00, net refinancing proceeds are estimated at \$5,147,750.00, after repayment of existing debt and transaction related costs. The exact scope of capital repairs/replacements is under review; however, much-needed capital repairs include roof replacement, siding and soffit/trim repairs, HVAC replacement, sidewalk and parking lot repairs, stair and railing repairs, landscaping/drainage enhancement, fencing repairs, and upgrades to site lighting.

The proposed refinance will increase the mortgage debt on the property; however, significant capital reinvestment is needed to preserve this asset and extend its useful life expectancy. The proposed loan terms require a conservative loan to value of 75% and a debt service coverage ratio of 1.20.

Motion: Commissioner Clack moved to approve Resolution 5760. Commissioner Weaver seconded the motion. Approved.

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

Item 4: Resolution 5759, in support of authorizing the Chief Executive Officer of the Housing Authority of the City of San Antonio to transfer real estate to the San Antonio Housing Facility Corporation and dissolve and terminate the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation, in accordance with the Texas Business Organizations Code

Mr. Timothy E. Alcott, Real Estate and Legal Services Officer, stated that SAHOC was formed under Texas law on April 9, 1992, as a nonprofit corporation and was created to own two small apartment complexes at 131 Claremont and 401 Warren in San Antonio, Texas, that consists of a total of eleven dwelling units and a community room. The legal entity owning the complexes has lay dormant and has been without activity. As such, the entity currently has no active directors on its Board of Directors. SAHA desires to transfer the land from the SAHOC to the SAHFC, which manages a number of SAHA's properties and has a Board that mirrors SAHA.

In order to convey and actively manage the assets currently held and wind-up, dissolve and terminate the SAHOC in accordance with applicable provisions of the Texas Business Organizations Code (Code), SAHA must authorize a governing person for the SAHOC and commence the wind-up process. Mr. Alcott further stated that this can be accomplished by authorizing the CEO to take action in accordance with the Code to convey assets owned by the SAHOC to SAHFC and to wind-up, dissolve and terminate the SAHOC. The recommended measures provide for the distribution of all the SAHOC's assets and the complete termination and winding up of the SAHOC in accordance with the Code.

Motion: Commissioner McClure moved to approve Resolution 5759. Commissioner Clack seconded the motion. Approved.

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

Item 5: Update and discussion regarding Wheatley Choice Neighborhood activities relating to People, Housing and Neighborhood

Mr. Adrian Lopez, Director of Community Development Initiatives, reported on updates and accomplishments of the Safety-Byrne Grant, Community Engagement Patrols, Group Violence Intervention, Jobs Plus East programs, as well as, Choice Resident training and health metrics.

Ms. Lori Hall, Assistant Director of Real Estate and Homeownership, provided information and updates regarding the Infill Properties and the Owner-Occupied Rehabilitation Program, in the Wheatley Choice Neighborhood.

Ms. Arrie Porter, Senior Manager of Choice Neighborhood Program, provided visual slides regarding the Eastside Choice CCI Strategies. The slides included information and updates concerning the twelfth facade award, the draft urban farm layout, and the neighborhood’s beautification program.

Item 6: Resolution 5739, authorizing the award of contracts for pest control services for Beacon Communities to Pest Management, Inc. (DBE) and Pest Shield Pest Control, Inc. (Section 3 Business) for an annual cumulative amount not to exceed \$220,000.00 for year one, \$260,000.00 for year two, \$325,000.00 for year three, and \$365,000.00 for years four and five; both for a period of one year with the option to renew up to four additional one-year terms

Steve Morando, Director of Procurement and General Services, reported he has reviewed the contracts to address the concerns the Board members had regarding the kind of treatments included in the contract. Staff has also created additional instruction forms for residents and management, so that all parties are aware of the services to be provided by the pesticide companies. Mr. Morando informed the Board that SAHA requires the services of a vendor to provide pest control services at Beacon Communities. The vendor will work in partnership with SAHA and its residents to undertake a program of Integrated Pest Management (IPM) that relies on the combination of physical, cultural, biological and/or chemical control of pests. It’s aim is to integrate or incorporate all appropriate methods into an approach that provides needed pest control in the safest manner and the use of chemicals is used as a last resort. Routine, recurring, and scheduled treatments for the units also includes hallways and breezeways and are provided one time per month. Service to common areas includes, but will not be limited to, the building lobby, offices, laundry rooms, and dumpster areas. Service to common areas will be provided every two weeks. Mosquito assessments and treatment plans

are not part of this contract. Should the need arise, SAHA will either obtain proposals from the contract vendors, or obtain quotes from multiple vendors to provide this service.

Motion: Commissioner McClure moved to approve Resolution 5739. Commissioner Caballero seconded the motion. Approved.

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

Item 7: Resolution 5752, authorizing the award of contracts to John Blackburn Appraisals, T.C. Doctor & Associates, Inc. dba Multi-Housing Appraisal Associates, and Valbridge Property Advisors / Dugger, Canaday, Grafe, Inc. dba Valbridge Property Advisors / San Antonio for residential real estate appraisal services for an annual cumulative amount not to exceed \$150,000.00; for a period of one year with the option to renew up to four additional one-year terms

Mr Morando, stated that SAHA requires the services of firms to provide real estate appraisal services for SAHA owned residential properties or residential properties being considered for purchase by SAHA. These properties may include: single family structures, "As If" residential appraisals (based on architectural plans and location/site), multifamily structures and complexes, up to a 4 Plex, and vacant residential land.

SAHA issued a "Request for Qualifications" for Residential Real Estate Appraisal Services and only a total of three companies responded with proposals. SAHA is recommending the contract award for all proposers: John Blackburn Appraisals, T.C. Doctor & Associates, Inc. and Valbridge Property Advisors / Dugger, Canaday, Grafe, Inc. dba Valbridge Property Advisors / San Antonio. All firms will have a 30% goal for Section 3 new hires. Additionally, SAHA's Section 3 Coordinator will work with the firms to develop ways that they may assist SAHA with its Section 3 endeavors.

Motion: Commissioner Caballero moved to approve Resolution 5752. Commissioner Clack seconded the motion. Approved.

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

Item 8: Resolution 5753, authorizing the award of contracts for purchase, installation, maintenance, and repair of residential style HVAC systems to Premier Comfort Air Conditioning & Heating, Inc. (DBE, ESBE, HABE, MBE, SBE, WBE), Temp Tex Air Conditioning, Heating, EMS Controls, LLC (HABE), and Way Engineering, Ltd., for an annual cumulative amount not to exceed \$1,200,000.00; for a period of one year with the option to renew up to four additional one-year terms

Hector Martinez, Director of Construction Services and Sustainability, said SAHA requires the services of contractors to perform all HVAC and Mini Split System Services to include purchase, installation, maintenance, and repair of residential style heating, ventilation and air conditioning systems (HVAC) for SAHA and its affiliated entities. SAHA issued an invitation to bid for this project and a total of five bids were received in response to the bid that was placed. SAHA is recommending the following three lowest cost responsive and responsible bidders for contract awards: Premier Comfort Air Conditioning and Heating, Temp Tex, and Way Engineering.

Motion: Commissioner McClure moved to approve Resolution 5753. Commissioner Weaver seconded the motion. Approved.

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

Item 10: Resolution 5755, authorizing the award of a contract for HVAC products, installation, services and related products and services to Trane U.S., Inc., through the U.S. Communities Government Purchasing Alliance for an annual cumulative amount not to exceed \$1,000,000.00; for a period of one year with the option to renew up to four additional one-year terms

Mr. Martinez briefed the Board and explained SAHA requires the services of a contractor to maintain, repair, and if required, replace the commercial HVAC systems and the chiller and boiler systems at various SAHA properties. The Contractor shall also provide chemical water treatment and monitoring services for the chillers/condensers and cooling towers at properties with such units. Currently, SAHA has agreements in place for HVAC Maintenance and Repair (Residential and Commercial), Chiller and Boiler Maintenance, and Repair and Closed Loop Systems Water Treatment. This award will combine all the above services, except Residential HVAC Maintenance and Repair services, which is being recommended for award under a separate item.

Motion: Commissioner Caballero moved to approve Resolution 5755. Commissioner Clack seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Morris A. Stribling, DPM, Chair	X			

Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 9: Resolution 5754, authorizing the award of a contract for roof repair and replacement at Escondida Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$149,575.00

Mr. Martinez, provided an update regarding the Escondida Apartments, a senior/disabled community, built in 1968, that due to the age and condition of the roofs at this apartment community, SAHA requires the services of a roofing contractor to provide comprehensive roof replacement. An insurance claim was filed to the Housing Authority Insurance Group and proceeds were disbursed to SAHA to help cover a portion of replacement costs incurred due to hail damage.

Motion: Commissioner Caballero moved to approve Resolution 5754. Commissioner Weaver seconded the motion. Approved.

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

Item 11: Resolution 5756, authorizing the award of a contract for roof repair and replacement at Morris C. Beldon Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$205,686.00

Mr. Martinez, provided an update regarding the the Morris C. Beldon Apartments, a Public Housing family community that was built in 1960, and is located in northeast San Antonio. Due to the age and condition of the roofs at this apartment community, SAHA requires the services of a roofing contractor to provide comprehensive roof replacement. An insurance claim was filed to the Housing Authority Insurance Group and proceeds were disbursed to SAHA to help cover a portion of replacement costs incurred due to hail damage.

Motion: Commissioner Clack moved to approve Resolution 5756. Commissioner McClure seconded the motion. Approved.

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

Jessica Weaver, Commissioner	X			
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Item 12: Resolution 5757, authorizing the expenditure of additional funds to Durand Hollis Rupe Architects (DHR) for additional architectural services needed for the Victoria Plaza Modernization for an amount not to exceed \$183,449.00

Mr. Martinez provided an update and explanation regarding Victoria Plaza, a nine-story midrise, senior/disabled citizens community located in downtown San Antonio, across the street from HemisView Plaza, which was built in 1959. Victoria Plaza is comprised of a total of 185 units. SAHA required the services of a firm to provide architectural and commissioning services for the Victoria Plaza Modernization. DHR responded to a Request For Qualifications issued by the Agency and was the firm chosen to provide a comprehensive building and site assessment, including all identifiable deficiencies; a detailed recommended scope of work for improvements; and construction cost estimates of the recommended improvements.

This modernization activity will provide for 100% fire sprinkler and fire alarm coverage; code compliant guardrail modifications; removal of asbestos contaminated flooring with new flooring in all apartments; window replacement with new energy efficient window panels in all apartment units; replacement of the current window A/C units with the expansion of HVAC systems to include year-round heating and cooling to all apartments; and comprehensive electrical and plumbing infrastructure modernization, including the installation of energy and water efficient fixtures.

Due to an unanticipated budget increase in available funds related to an EPC Project (Energy Performance Contract) included in the modernization, a proposal was requested by SAHA for additional architectural design services, to include first floor common area and office space renovations, a clinic space with a private examination room, unit entry door replacement, window treatments, roof replacement, and preparation of the roof and electrical systems for a future solar power system.

Motion: Commissioner Clack moved to approve Resolution 5757. Commissioner Caballero seconded the motion. Approved.

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

Item 13: Resolution 5758, authorizing the award of a contract for apartment marketing services to United Advertising Publications, Inc. dba ForRent.com for an annual cumulative amount not to exceed \$70,000.00 for year one; \$85,000.00 for year two; \$97,000.00 for year three; and \$105,000.00 for years four and five; for a period of one year with the option to renew up to four additional one-year terms

Kristi Baird, Assistant Director of Beacon Communities, explained that SAHA requires the services of a company to provide apartment marketing services in order to promote, market, and increase visibility to potential renters of properties in the Beacon Communities portfolio. SAHA is recommending the contract award to United Advertising Publications, Inc. dba ForRent.com, the highest rated responsive and responsible proposer.

Commissioner Caballero voiced her concern regarding the effectiveness of using an apartment marketing service. SAHA will provide additional material before the Regular Board Meeting in October to address Commissioner Caballero's concerns.

Motion: Commissioner Weaver moved to approve Resolution 5758. Commissioner McClure seconded the motion. Approved.

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

Item 14: Update and discussion regarding Beacon Capital Projects

Ms. Baird, reported updates on the Woodhill Apartments, Cottage Creek Apartments and Courtland Heights Apartments.

In April of 2017, Woodhill Apartments experienced a catastrophic apartment fire which displaced four families. Management responded to the fire immediately and was on the scene to assist and direct residents. Woodhill reported a \$154,000.00 loss and has recouped \$116,440.00. Management has been tasked with providing three comparable bids for restoration of the four units. Management is moving forward with the lowest bid of \$92,960.00 received from JMI Contractors, LLC.

In April of 2016, San Antonio was subjected to multiple hail storms which caused city wide damage. Cottage Creek reported a \$1,885,194.72 loss and has recouped \$1,194,849.82. Damage was reported to roofs, trim, HVAC, windows and siding. All emergency repairs were completed immediately, which included replacement of three roofs and 119 windows. Management has been tasked with providing three comparable bids for full replacement of the roofs to include ventilation, gutters and fascia as needed. Management is moving forward with the lowest bid of \$1,295,102.00 received from J National Service Center.

Courtland Heights reported a \$272,000.00 loss due to the hail storms and has recouped \$141,000.00. Damage was reported to roofs, trim, HVAC, windows and siding. All emergency repairs were completed immediately where required. Management has been tasked with providing three comparable bids for full replacement of the roofs to include ventilation, gutters and fascia as needed. Management is moving forward with the lowest bid of \$285,300.00 received from J National Service Center.

Item 15: Update and discussion regarding San Antonio Housing Authority's Assisted Housing Programs Scorecard for Fiscal Year 2016-2017

Brandee Perez, Director of Federal Housing Programs, provided an overview of the U.S. Department of Housing and Urban Development's (HUD) implementation of the Section Eight Management Assessment Program (SEMAP). The program was implemented on September 10, 1988, to measure the performance of housing authorities administering the Section 8 Housing Choice Voucher (HCV) Program. Staff has since elected not to submit a SEMAP self certification to HUD as SAHA's Moving to Work (MTW) Agreement exempted SAHA from reporting SEMAP performance to HUD. Ms. Perez reported that Staff has continued conducting self assessments of the HCV program using modified SEMAP indicators to assign performance ratings in each key program area. Staff modified HUD's SEMAP scoring criteria and renamed the scoring system to Assisted Housing Programs (AHP) Scorecard. Staff has completed an AHP Scorecard review for the Fiscal Year (FY) 2016-2017, and reported an average score of 94% and High Performer status for the year. An AHP Scorecard report was provided for review in the Board packet.

Item 16: Adjournment

Chair Stribling adjourned the meeting at 5:02 p.m.

ATTEST:

Morris A. Stribling, DPM
Chair, Board of Commissioners

Date

David Nisivoccia
President and CEO

Date

MINUTES
SAN ANTONIO HOUSING OPPORTUNITY CORPORATION
September 21, 2017

SCHEDULED: 2 p.m. at Legacy on O'Connor Apartments, 13842 O'Connor Road, San Antonio, TX, 78233

DIRECTORS PRESENT:

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

DIRECTORS ABSENT:

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

BOARD LEGAL 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
 Hector Martinez, Director of Construction Services and Sustainability

Steven Morando, Director of Procurement and General Services
 Rosario Neaves, Director of Communications and Public Affairs
 Domingo Ibarra, Director of Security
 Thomas Roth, Director of Asset Management
 Brandee Perez, Director of Federal Housing Programs

Item 1: Meeting called to order
 Chair Stribling called the meeting to order at 3:01 p.m.

Item 2: Approval of the August 16, 2001, San Antonio Housing Opportunity Corporation minutes

Motion: Director Clack moved to approve the minutes of August 16, 2001. Director McClure seconded the motion. Approved.

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

Item 3: Resolution 17SAHOC-09-21, in support of authorizing the Chief Executive Officer of the Housing Authority of the City of San Antonio to transfer real

estate to the San Antonio Housing Facility Corporation and dissolve and terminate the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation, in accordance with the Texas Business Organizations Code

Timothy E. Alcott, Real Estate and Legal Services Officer, updated the Board and stated SAHOC was formed under Texas law on April 9, 1992, as a nonprofit corporation and was created to own two small apartment complexes at 131 Claremont and 401 Warren in San Antonio that consists of a total of 11 dwelling units and a community room. The legal entity owning the complexes has lay dormant and has been without activity.

SAHA has authorized the CEO to transfer all ownership and interest in the property at 131 Claremont and 401 Warren in San Antonio from the SAHOC to the SAHFC, which manages a number of SAHA's properties and has a board that mirrors SAHA, and dissolve and terminate the SAHOC, in accordance with applicable provisions of the Texas Business Organizations Code (the "Code"). The recommended measures provide for the distribution of all the SAHOC's assets and the complete termination and winding up of the SAHOC in accordance with the Code.

Motion: Director Caballero moved to approve Resolution 17SAHOC-09-21. Director Clack seconded the motion. Approved.

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

Item 4: Adjournment.
With no objections, Chair Stribling adjourned at 3:03 p.m.

ATTEST:

Morris A. Stribling, DPM
Chair, Board of Directors

Date

David Nisivoccia
Secretary/Treasurer

Date

MINUTES
SAN ANTONIO HOUSING FACILITY CORPORATION
September 21, 2017

SCHEDULED: 1 p.m. at Legacy on O'Connor Apartments, 13842 O'Connor Road, San Antonio, TX, 78233

DIRECTORS PRESENT:

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

DIRECTORS ABSENT:

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

BOARD LEGAL 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
 Hector Martinez, Director of Construction Services and Sustainability

Steven Morando, Director of Procurement and General Services
 Rosario Neaves, Director of Communications and Public Affairs
 Domingo Ibarra, Director of Security
 Thomas Roth, Director of Asset Management
 Brandee Perez, Director of Federal Housing Programs

Item 1: Meeting called to order
 Chair Stribling called the meeting to order at 3:04 p.m.

Item 2: Approval of the April 6, 2017, San Antonio Housing Facility Corporation minutes

Motion: Director McClure moved to approve the minutes of April 6, 2017. Director Clack seconded the motion. Approved.

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

Item 3: Resolution 17FAC-09-21, approving the issuance of San Antonio Housing Facility Corporation's (SAHFC) Promissory Note to Frost Bank in an amount

not to exceed \$7,000,000.00, to refinance existing debt on Monterrey Park and to finance capital repairs and improvements to Monterrey Park Apartments and La Providencia Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith

Tom Roth, Director of Asset Management, updated the Board and stated the five-year plan for the Beacon Communities Portfolio identified these assets as candidates for refinancing and reinvestment in capital repairs/replacements to extend their useful life. Staff has commissioned an engineer to complete a site and building envelope assessment to quantify the cost and to prioritize the scheduling of repairs. Assuming a loan amount of \$7,000,000.00, net refinancing proceeds are estimated at \$5,147,750.00 after repayment of existing debt and transaction related costs.

The exact scope of capital repairs/replacements is under review. However, much-needed capital repairs include roof replacement, siding and soffit/trim repairs, HVAC replacement, sidewalk and parking lot repairs, stair and railing repairs, landscaping/drainage enhancement, fencing repairs, and upgrades to site lighting.

Motion: Director Clack moved to approve Resolution 17FAC-09-21. Director Caballero seconded the motion. Approved.

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

Item 3: Resolution 17FAC-09-22, in support of authorizing the San Antonio Housing Facility Corporation to accept the transfer of ownership of two properties: 131 Claremont, San Antonio, Texas; and 401 Warren, San Antonio, Texas

Timothy E. Alcott, Real Estate and Legal Services Officer, updated the Board and stated SAHOC was formed under Texas law on April 9, 1992, as a nonprofit corporation and was created to own two small apartment complexes at 131 Claremont and 401 Warren in San Antonio that consists of a total of eleven dwelling units and a community room. The legal entity owning the complexes has lay dormant and has been without activity.

SAHA has authorized the CEO to transfer all SAHOC ownership and interest in the property at 131 Claremont and 401 Warren in San Antonio that consists of a total of eleven dwelling units and a community room, from the SAHOC to the SAHFC, which manages a number of SAHA’s properties and has a Board that mirrors SAHA, and dissolve and terminate the SAHOC, in accordance with applicable provisions of the Texas Business Organizations Code (Code). By this action, SAHFC accepts

transfer and ownership and interest in the property at 131 Claremont and 401 Warren in San Antonio. The recommended measures provide for the distribution of all the SAHOC's assets, the complete termination and winding up of the SAHOC, and the acceptance by the SAHFC of these assets in accordance with the Code.

Motion: Director Clack moved to approve Resolution 17FAC-09-22. Director McClure seconded the motion. Approved.

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

Item 4: Adjournment.
With no objections, Chair Stribling adjourned at 3:06 p.m.

ATTEST:

Morris A. Stribling, DPM
Chair, Board of Directors

Date

David Nisivoccia
Secretary/Treasurer

Date

SAN ANTONIO HOUSING AUTHORITY

RESOLUTION 5760, APPROVING THE ISSUANCE OF SAN ANTONIO HOUSING FACILITY CORPORATION'S PROMISSORY NOTE TO FROST BANK IN AN AMOUNT NOT TO EXCEED \$7,000,000.00 TO REFINANCE EXISTING DEBT ON MONTERREY PARK AND TO FINANCE CAPITAL REPAIRS AND IMPROVEMENTS TO MONTERREY PARK APARTMENTS AND LA PROVIDENCIA APARTMENTS; AUTHORIZING EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH



David Nisivoccia
President and CEO



Ed Hinojosa
Chief Financial Officer

REQUESTED ACTION:

Consideration and approval of Resolution 5760, approving the issuance of San Antonio Housing Facility Corporation's (SAHFC) Promissory Note to Frost Bank in an amount not to exceed \$7,000,000.00 to refinance existing debt on Monterrey Park and to finance capital repairs and improvements to Monterrey Park Apartments and La Providencia Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith.

Monterrey Park Apartments is a 200 unit, multi-family asset built in 1986, and located at 6060 W. Commerce Street. The property is part of the Beacon Communities portfolio and owned by the San Antonio Housing Facility Corporation (SAHFC). The property is currently encumbered by a first mortgage held by Frost Bank, with an unpaid principal balance of \$1,486,000.00. The mortgage has a fixed interest rate of 3.70% and matures on December 1, 2018. La Providencia Apartments is a 90 unit, multi-family asset built in 1984. The property is part of the Beacon Communities portfolio and owned by the San Antonio Housing Facility Corporation (SAHFC). The property is currently unencumbered.

SAHA has received a letter of intent from Frost Bank to provide up to \$7,000,000.00 in financing at either a fixed rate or variable interest rate with an option to fix the rate with an interest rate contract. Current indicative rates are 3.73% for a fixed rate loan and 3.28% with the floating-to-fixed interest rate contract. The actual rate will be set at closing for a term of ten years with a twenty-five year amortization rate. Both properties will serve as collateral for the loan. The loans are being underwritten as bank qualified tax exempt debt. SAHA staff also evaluated financing options through FHA and Freddie Mac; however, the interest rates were approximately 25 to 45 basis points higher than those offered under the Frost Bank proposal.

FINANCIAL IMPACT:

The proposed refinance will increase the mortgage debt on the property; however, significant capital reinvestment is needed to preserve this asset and extend its useful life expectancy. The proposed loan terms require a conservative loan to value of 75% and a debt service coverage ratio of 1.20.

SUMMARY:

The five-year plan for the Beacon Communities Portfolio identified these assets as candidates for refinancing and reinvestment in capital repairs/replacements to extend their useful life. Staff has commissioned an engineer to complete a site and building envelope assessment to quantify the cost and to prioritize the scheduling of repairs. Assuming a loan amount of \$7,000,000.00 net refinancing proceeds are estimated at \$5,147,750.00 after repayment of existing debt and transaction related costs.

The exact scope of capital repairs/replacements is under review. However, much-needed capital repairs include roof replacement, siding and soffit/trim repairs, HVAC replacement, sidewalks and parking lots repairs, stair and railing repairs, landscaping/drainage enhancement, fencing repairs, and upgrades to site lighting.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5760

Maps

**SAN ANTONIO HOUSING AUTHORITY
RESOLUTION 5760**

RESOLUTION 5760, APPROVING THE ISSUANCE OF SAN ANTONIO HOUSING FACILITY CORPORATION'S PROMISSORY NOTE TO FROST BANK IN AN AMOUNT NOT TO EXCEED \$7,000,000.00 TO REFINANCE EXISTING DEBT ON MONTERREY PARK AND TO FINANCE CAPITAL REPAIRS AND IMPROVEMENTS TO MONTERREY PARK APARTMENTS AND LA PROVIDENCIA APARTMENTS; AUTHORIZING EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Housing Authority of the City of San Antonio, Texas (SAHA), has, pursuant to the Texas Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (Act), approved and created the San Antonio Housing Facility Corporation, a nonstock, nonprofit public facility corporation (Issuer); and

WHEREAS, the Issuer approved on October 5, 2017, a tax-exempt loan from Frost Bank (Frost) to finance the rehabilitation and improvement of a 200-unit multifamily housing facility located at 6060 W. Commerce Street, San Antonio, Texas, known as Monterrey Park Apartments, and a 90 unit multifamily housing facility located at 2525 Castrovilla Road, San Antonio, Texas, known as La Providencia Apartments (Project); and

WHEREAS, the tax-exempt loan will be made pursuant to a Loan Agreement between the Issuer and Frost dated on or about December 1, 2017, and a Promissory Note (Promissory Note) in the original principal amount not to exceed \$7,000,000.00 payable to Frost, which will be secured by a Deed of Trust, Security Agreement – Financing Statement, and various closing documents, such as a Replacement Reserve and Security Agreement, Arbitration and Notice of Final Agreement and a Private Placement Letter (collectively, the Loan Documents); and

WHEREAS, the Promissory Note will be issued in a variable rate format and sold to Frost upon the terms and conditions outlined in the term sheet submitted by Frost; and

WHEREAS, it is anticipated that the Promissory Note will be swapped to a fixed rate pursuant to an ISDA Master Agreement and other associated documents entered into with Frost (Swap Documents); and

WHEREAS, Frost is requiring the Board of Commissioners to specifically approve the Loan Documents and the Swap Documents and is requiring the Board of Commissioners to hire a financial advisor regarding the Swap; and

WHEREAS, the Board of Commissioners have chosen Hilltop Securities as its financial advisor for the Swap based upon its prior relationship with Hilltop; and

WHEREAS, the Issuer is authorized to issue the Promissory Note in accordance with the Act; and

WHEREAS, the Board of Commissioners of the Issuer hereby authorizes the issuance of the Promissory Note in an amount not to exceed \$7,000,000.00 for the purpose of providing funds

for the Project, and paying the costs of issuing the Promissory Note, all pursuant to and in accordance with the terms and conditions provided under the Loan Documents; and

WHEREAS, the Promissory Note is a special, limited obligation of the Issuer and the obligations of the Issuer shall never constitute an indebtedness, an obligation, or a loan of credit of the State of Texas, SAHA, the County of Bexar, Texas, the City of San Antonio, Texas, or any other political subdivision of the State of Texas, with the meaning of any constitutional provisions or statutory limitations; and

WHEREAS, the Issuer is authorized to issue the Promissory Note pursuant to the Act; and

WHEREAS, this Board of Commissioners has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of the Issuer and that the terms and conditions of the Promissory Note and the above-described instruments, including without limitation the dates, interest rates, maturities, redemption terms and sales price of the Promissory Note and the manner of disbursing the proceeds thereof are advisable.

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

Section 1. The terms of the Loan Documents and Swap Documents are hereby approved.

Section 2. The issuance of the Promissory Note, the Swap Documents, the Loan Documents and the Guaranty are hereby authorized and approved, and the President, any Vice President, the Secretary/Treasurer, any Assistant Secretary/Treasurer or any of them, of the Issuer, are hereby authorized and directed to execute (to the extent required to be executed or acknowledged by the Issuer) and deliver (or to accept, as the case may be), the Swap Documents, Loan Documents, the Guaranty, and any and all certificates (including tax certificates) and other instruments described therein upon the conditions therein described or necessary or desirable in connection with the issuance of the Promissory Note, all upon the terms herein approved, and the executing officer is authorized to negotiate and approve such changes in the terms of each such instrument as such officer shall deem necessary or appropriate upon the advice of counsel to the Issuer, and approval of the terms of each such instrument by such officer and the Board of Commissioners shall be conclusively evidenced by the execution and delivery of such documents. SAHA is authorized to hire Hilltop Securities as its financial advisor regarding the Swap.

Section 3. The Promissory Note in the principal amount not to exceed \$7,000,000.00 in substantially the form and substance set forth in the Loan Documents, is hereby approved, and the President, the Vice President, the Secretary/Treasurer and each Assistant Secretary/Treasurer, or any of them, are hereby authorized and directed, for and on behalf of the Issuer, to execute the Promissory Note or have their facsimile signatures placed upon it, and the signatures of such officers are hereby authorized and directed to be affixed or placed in facsimile on the Promissory Note.

Section 4. All action not inconsistent with provisions of this Resolution heretofore taken by this Board of Commissioners and the officers of the Issuer directed toward the financing of the Project and the issuance of the Promissory Note shall be and the same hereby is ratified, approved and confirmed. The Board of Commissioners, or any of them, are authorized to take

any and all action necessary to carry out and consummate the transactions described in or contemplated by the instruments approved hereby or otherwise to give effect to the actions authorized hereby and the intent hereof.

Section 5. After the Promissory Note is issued, this Resolution shall be and remain irrevocable until the Promissory Note or interest thereon shall have been fully paid or provisions for payment shall have been made pursuant to the Indenture.

Section 6. If any section, paragraph, clause, or provisions of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board of Commissioners.

Section 8. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 9. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 10. This Resolution shall be in force and effect from and after its passage.

Passed and approved the 5th day of October 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Commissioners

David Nisivoccia
President and CEO

Monterrey Park Apartments 6060 W. Commerce Street

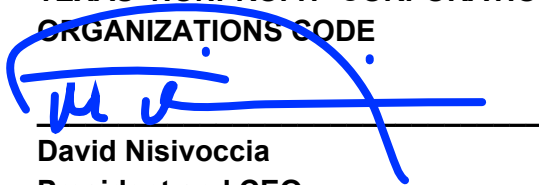


La Providencia Apartments 2525 Castroville Road



BOARD OF COMMISSIONERS

RESOLUTION 5759, IN SUPPORT OF AUTHORIZING THE CHIEF EXECUTIVE OFFICER OF THE HOUSING AUTHORITY OF THE CITY OF SAN ANTONIO TO TRANSFER REAL ESTATE TO THE SAN ANTONIO HOUSING FACILITY CORPORATION AND DISSOLVE AND TERMINATE THE SAN ANTONIO HOUSING OPPORTUNITY CORPORATION, A TEXAS NONPROFIT CORPORATION, IN ACCORDANCE WITH THE TEXAS BUSINESS ORGANIZATIONS CODE



David Nisivoccia
President and CEO



Timothy E. Alcott
Real Estate and Legal Services Officer

REQUESTED ACTION:

Consideration and approval of Resolution 5759, in support of authorizing the Chief Executive Officer of the Housing Authority of the City of San Antonio to transfer real estate to the San Antonio Housing Facility Corporation and dissolve and terminate the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation, in accordance with the Texas Business Organizations Code.

FINANCIAL IMPACT:

Minimal.

SUMMARY:

The San Antonio Housing Opportunity Corporation (SAHOC) and the San Antonio Housing Facility Corporation (SAHFC) are component units of the Housing Authority of the City of San Antonio, Texas (SAHA).

SAHOC was formed under Texas law on April 9, 1992, as a nonprofit corporation and was created to own two small apartment complexes at 131 Claremont and 401 Warren in San Antonio, Texas, that consists of a total of eleven dwelling units and a community room. The legal entity owning the complexes has lay dormant and has been without activity. As such, the entity currently has no active directors on its Board of Directors. SAHA desires to transfer the land from the SAHOC to the SAHFC, which manages a number of SAHA's properties and has a board that mirrors SAHA.

In order to convey and actively manage the assets currently held and wind-up, dissolve and terminate the SAHOC in accordance with applicable provisions of the Texas Business Organizations Code (Code), SAHA must authorize a governing person for the SAHOC and commence the wind-up process.

This can be accomplished by authorizing the CEO to take action in accordance with the Code to convey assets owned by the SAHOC to SAHFC and to wind-up, dissolve and terminate the SAHOC.

The recommended measures provide for the distribution of all the SAHOC's assets and the complete termination and winding up of the SAHOC in accordance with the Code.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5759

Map

**San Antonio Housing Authority
Resolution 5759**

RESOLUTION 5759, IN SUPPORT OF AUTHORIZING THE CHIEF EXECUTIVE OFFICER OF THE HOUSING AUTHORITY OF THE CITY OF SAN ANTONIO TO TRANSFER REAL ESTATE TO THE SAN ANTONIO HOUSING FACILITY CORPORATION AND DISSOLVE AND TERMINATE THE SAN ANTONIO HOUSING OPPORTUNITY CORPORATION, A TEXAS NONPROFIT CORPORATION, IN ACCORDANCE WITH THE TEXAS BUSINESS ORGANIZATIONS CODE

Pursuant to the Texas Business Organizations Code (Code), the undersigned hereby agree to and adopt the following resolutions:

WHEREAS, the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation (SAHOC) has existed under Texas law since April 1992; and

WHEREAS, at the time of the SAHOC's formation, a governing body was formed and owned two apartment complexes at 131 Claremont and 401 Warren in San Antonio; and

WHEREAS, since 1992, the legal entity owning the two apartment complexes has lay dormant and been without activity; and

WHEREAS, SAHOC currently has no active directors on its Board of Directors (Directors); and

WHEREAS, the undersigned desire to serve as the Directors of the SAHOC and elect officers of the SAHOC and authorize SAHA's Chief Executive Officer (CEO) to transfer the real estate assets of the SAHOC to the San Antonio Housing Facility Corporation and dissolve and terminate the SAHOC in accordance with the Code; and

NOW, THEREFORE, BE IT RESOLVED, that the undersigned consent to serve and are hereby appointed as Directors of the SAHOC:

Class I Directors: Commissioner Charles Clack and Commissioner Marie R. McClure

Class II Director: Commissioner Morris A. Stribling, DPM

Class III Directors: David Nisivoccia, Muriel Rhoder, and Ed Hinojosa

FURTHER RESOLVED, that the following named individual is elected as an officer of the SAHOC (Officer) and shall serve until his successor is elected and qualified:

Morris A. Stribling, DPM - President and Chairman of the Board

FURTHER RESOLVED, that the CEO be, and hereby is, authorized, empowered, and directed, in the name and on behalf of the SAHOC, to take action to transfer the real estate assets of the SAHOC to the San Antonio Housing Facility Corporation; and

FURTHER RESOLVED, that the SAHOC shall authorize the CEO of SAHA to cease doing business, wind-up, liquidate, dissolve and terminate the existence of the SAHOC in an orderly manner in accordance with the applicable provisions of the Code; and

FURTHER RESOLVED, that the CEO be, and hereby is, authorized, empowered, and directed, in the name and on behalf of the SAHOC, to take action to dissolve and terminate the SAHOC in accordance with the Code; and

FURTHER RESOLVED, that this consent may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument; provided, further, that facsimile, pdf, scanned, j-peg or other digital signatures are acceptable for the execution of this consent and shall be deemed an original signature.

[Signature page directly follows]

Dated effective as of the Effective Date.

DIRECTORS:

Commissioner Charles Clack

Commissioner Marie R. McClure

Commissioner Morris A. Stribling, DPM

David Nisivoccia

Muriel Rhoder

Ed Hinojosa

Passed and approved the 5th day of October 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO



SAHA | SAN ANTONIO
HOUSING AUTHORITY
Opportunity Lives Here

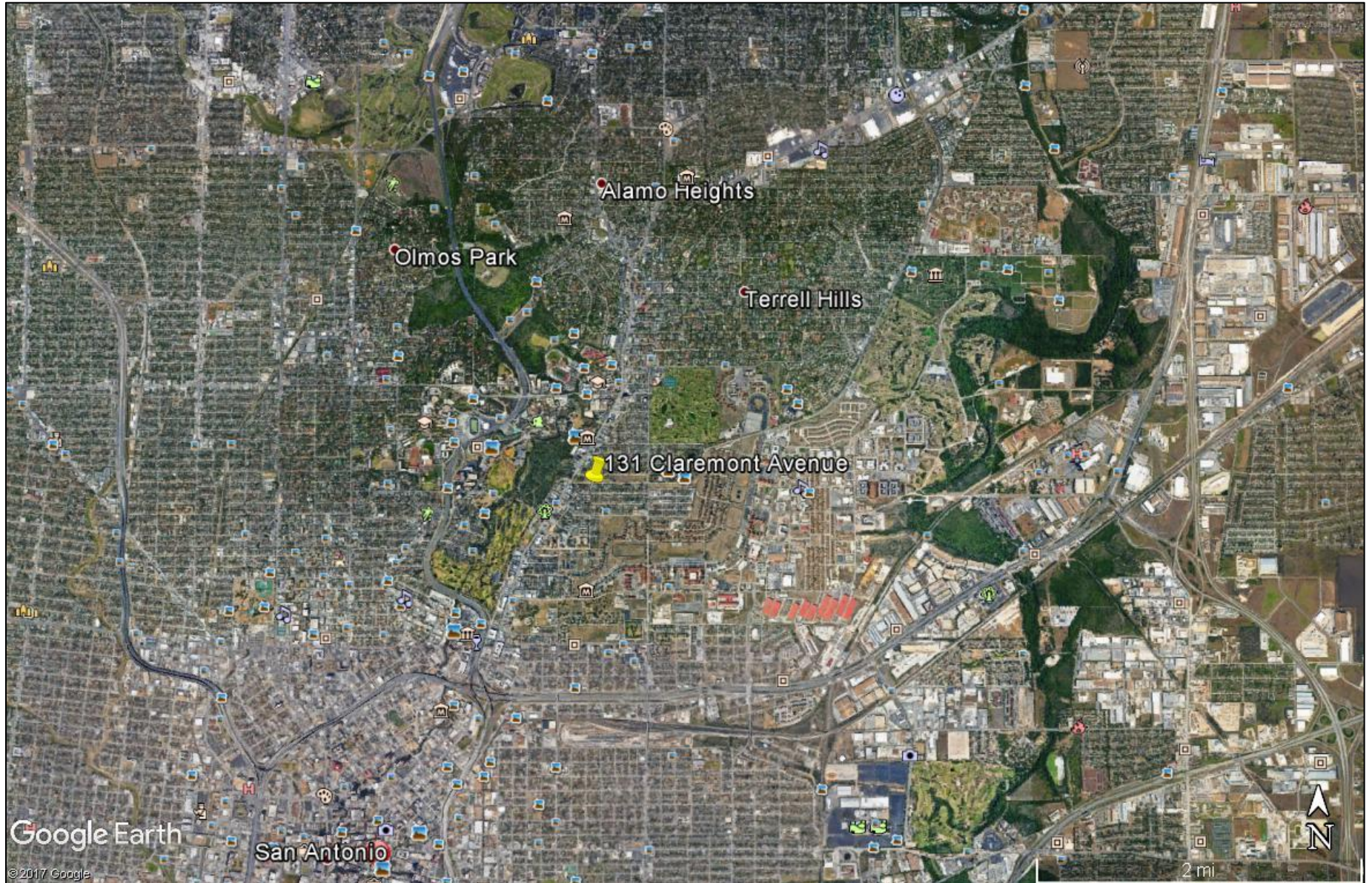
Claremont & Warren

October 5, 2017

131 CLAREMONT



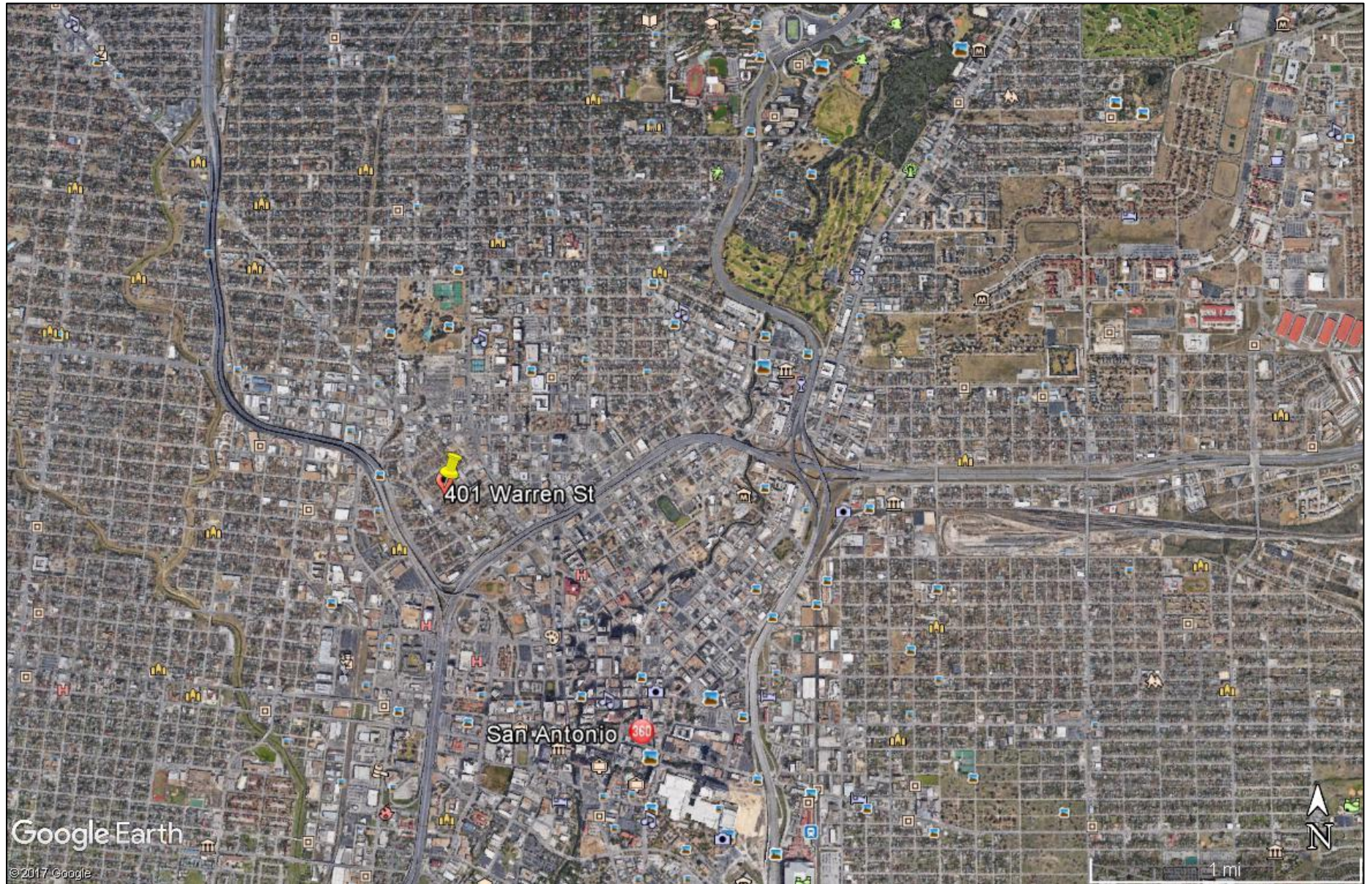
AERIAL - 131 CLAREMONT



401 WARREN STREET

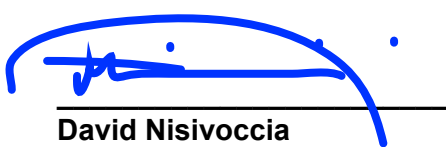


AERIAL - 401 WARREN STREET



BOARD OF COMMISSIONERS

RESOLUTION 5752, AUTHORIZING THE AWARD OF CONTRACTS TO JOHN BLACKBURN APPRAISALS, T.C. DOCTOR & ASSOCIATES, INC. DBA MULTI-HOUSING APPRAISAL ASSOCIATES, AND VALBRIDGE PROPERTY ADVISORS / DUGGER, CANADAY, GRAFE, INC. DBA VALBRIDGE PROPERTY ADVISORS / SAN ANTONIO FOR RESIDENTIAL REAL ESTATE APPRAISAL SERVICES FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$150,000.00; 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



Lorraine Robles
Director of Development
Services and Neighborhood
Revitalization

REQUESTED ACTION:

Consideration and approval regarding Resolution 5752, authorizing the award of contracts to John Blackburn Appraisals, T.C. Doctor & Associates, Inc. dba Multi-Housing Appraisal Associates, and Valbridge Property Advisors / Dugger, Canaday, Grafe, Inc. dba Valbridge Property Advisors / San Antonio for residential real estate appraisal services for an annual cumulative amount not to exceed \$150,000.00; for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The cost for residential real estate appraisal services is not expected to exceed an annual cumulative amount of \$150,000.00. The source of funding for the service varies to include, but not limited to, Real Estate, Homeownership, Mirasol/WRI, Choice Grant, Victoria Commons, and operating funds.

SUMMARY:

SAHA requires the services of firms to provide real estate appraisal services for SAHA owned residential properties or residential properties being considered for purchase by SAHA. These properties may include: single family structures, "As If" residential appraisals (based on architectural plans and location/site), multifamily structures and complexes, up to a 4 Plex, and vacant residential land.

On July 5, 2017, SAHA issued a "Request for Qualifications" (RFQ) #1705-946-15-4684 for Residential Real Estate Appraisal Services which closed on August 10, 2017. 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 40 real estate appraisal firms. A total of three proposals were received in response to the RFQ: John Blackburn Appraisals, T.C. Doctor & Associates, Inc. dba Multi-Housing Appraisal Associates, and Valbridge Property Advisors / Dugger, Canaday, Grafe, Inc. dba Valbridge Property Advisors / San Antonio. All proposals were evaluated on the following criteria: the firm's qualifications and experience, staff

qualifications and experience, methods and resources, financial viability, and strength of the Section 3 and SWMBE plans.

Based on the above, and the unanticipated need for this service by Asset Management, Development Services, and Property Management, we are recommending the contract award for all of the proposers.

John Blackburn Appraisals was established in 1983, and is located in San Antonio, Texas. John Blackburn is licensed in four states: Georgia, Florida, Nevada, and Texas. In Texas, they provide appraisals on single and multi-family properties located in Bexar County, San Antonio; Kendall County, Boerne; Comal County, New Braunfels/Canyon Lake; and Guadalupe County, Seguin. This firm has conducted appraisals for the purposes of home refinancing, purchase, home equity loans, bankruptcy, foreclosures or estate settlement. John Blackburn Appraisals has received prior awards from SAHA. Their client base includes: banks, savings & loans, attorneys, and individuals.

T.C. Doctor & Associates, Inc. was established in 1984, and is located in San Antonio, Texas. Their appraisal assignments have included retail, commercial, industrial, multi-family residential, single-family residential, agricultural, special purpose and mineral resource properties. They have conducted appraisals throughout the Western United States with appraisals concentrated in Texas during the past 34 years. T.C. Doctor & Associates, Inc. has received prior awards from SAHA. They have performed similar work for Del Rio Housing Authority, Hidalgo Housing Authority, Eagle Pass Housing Authority, El Paso Housing Authority, and Cameron Housing Authority. Additionally, their client list includes: law firms, mortgage companies, mortgage bankers, banks, and individuals.

Valbridge Property Advisors / Dugger, Canaday, Grafe, Inc. dba Valbridge Property Advisors / San Antonio was established in 1974, and is located in San Antonio, Texas. They are a full service counseling and appraisal firm that provides a full range of services throughout their primary trade area of Central and South Texas, as well as, specialized services throughout Texas, the United States, Mexico and Central America. Their appraisal services include many property types: residential, industrial, retail, office, commercial, residential subdivisions, mixed-use development, farm and ranch, hotel/motel, multi-family, health care facilities, nursing homes, associated living facilities, resort/conference facilities, vacant land and waterfront properties. This firm has received no prior awards from SAHA. They have a vast array of clients from industries to include: financial institutions, insurance, government, colleges and universities, and law firms.

All firms will have a 30% goal for Section 3 new hires. Additionally, SAHA's Section 3 Coordinator will work with the firms to develop ways that they may assist SAHA with its Section 3 endeavors.

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

or new solicitation process.

STRATEGIC GOAL

Strategically expand the supply of affordable housing.

ATTACHMENTS:

Resolution

Company Profile

Scoring Matrix

Advertisement List

**San Antonio Housing Authority
Resolution 5752**

RESOLUTION 5752, AUTHORIZING THE AWARD OF CONTRACTS TO JOHN BLACKBURN APPRAISALS, T.C. DOCTOR & ASSOCIATES, INC. DBA MULTI-HOUSING APPRAISAL ASSOCIATES, AND VALBRIDGE PROPERTY ADVISORS / DUGGER, CANADAY, GRAFE, INC. DBA VALBRIDGE PROPERTY ADVISORS / SAN ANTONIO FOR RESIDENTIAL REAL ESTATE APPRAISAL SERVICES FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$150,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on July 5, 2017, SAHA issued a "Request for Qualifications" (RFQ) #1705-946-15-4684 for residential real estate appraisal services, which closed on August 10, 2017; and

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

WHEREAS, due to the unanticipated need for this service by Asset Management, Development Services, and Property Management, we are recommending contract award for all proposers; and

WHEREAS, the cost for residential real estate appraisal services is not expected to exceed an annual cumulative amount of \$150,000.00. The source of funding for the service varies to include, but not limited to, Real Estate, Homeownership, Mirasol/WRI, Choice Grant, Victoria Commons, and operating 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 5752, authorizing the award of contracts to John Blackburn Appraisals, T.C. Doctor & Associates, Inc. dba Multi-Housing Appraisal Associates, and Valbridge Property Advisors / Dugger, Canaday, Grafe, Inc. dba Valbridge Property Advisors / San Antonio for residential real estate appraisal services for an annual cumulative amount not to exceed \$150,000.00; 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 5th day of October 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

John Blackburn Appraisals Company Profile

John Blackburn Appraisals was established in 1983 and is located in San Antonio, Texas. John Blackburn is licensed in four states: Texas, Georgia, Florida, and Nevada providing appraisals on single and multi-family properties located in Bexar County, San Antonio; Kendall County, Boerne; Comal County, New Braunfels/Canyon Lake; and Guadalupe County, Seguin. And related to home refinancing, purchase, home equity loans, bankruptcy, foreclosures or estate settlement purposes.

This vendor has received prior awards from SAHA. Their client base includes: banks, savings & loans, attorneys, and individuals.

T.C. Doctor & Associates, Inc. dba Multi-Housing Appraisal Associates Company Profile

T.C. Doctor & Associates, Inc. was established in 1984 and is located in San Antonio, Texas. Their assignments have included retail, commercial, industrial, multi-family residential, single-family residential, agricultural, special purpose and mineral resource properties. Appraisals have been conducted throughout the Western United States with appraisals concentrated in Texas during the past 34 years.

This company has received prior awards from SAHA. They have performed similar work for Del Rio Housing Authority, Hidalgo Housing Authority, Eagle Pass Housing Authority, El Paso Housing Authority, and Cameron Housing Authority. Additionally, their client list includes: law firms, mortgage companies, mortgage bankers, banks, and individuals.

Dugger Grafe Swanson, Inc. dba Valbridge Property Advisors/San Antonio Company Profile

Dugger Grafe Swanson, Inc. dba Valbridge Property Advisors/San Antonio was established in 1974 and is located in San Antonio, Texas. They are a full service counseling and appraisal firm that provides a full range of services throughout their primary trade area of Central and South Texas as well as specialized services throughout Texas, the United States, Mexico and Central America. Their appraisal services include many property types to include: residential, industrial, retail, office, commercial, residential subdivisions, mixed-use development, farm and ranch, hotel/motel, multi-family, health care facilities, nursing homes, associated living facilities, resort/conference facilities, vacant land and waterfront properties.

This firm has received no prior awards from SAHA. They have a vast array of clients from industries to include: financial institutions, insurance, government, colleges and universities, and law firms.

Scoring Matrix
Real Estate Appraisal Services
1705-946-15-4684

Criterion Description	Max Points Weight	John Blackburn Appraisals	T.C. Doctor & Associates	Valbridge Property Advisors
<u>Firm's Qualifications and Experience:</u>	1-5 25%			
<u>Rater 1</u>		4.00	4.00	3.00
<u>Rater 2</u>		3.00	3.00	4.00
<u>Rater 3</u>		3.00	4.00	4.00
<u>Total Score</u>		10.00	11.00	11.00
<u>Average Score</u>		3.33	3.67	3.67
<u>Weighted Score</u>		0.83	0.92	0.92
<u>Staff Qualifications and Experience:</u>	1-5 25%			
<u>Rater 1</u>		4.00	4.00	3.00
<u>Rater 2</u>		2.00	3.00	4.00
<u>Rater 3</u>		3.00	4.00	4.00
<u>Total Score</u>		9.00	11.00	11.00
<u>Average Score</u>		3.00	3.67	3.67
<u>Weighted Score</u>		0.75	0.92	0.92
<u>Methods and Resources:</u>	1-5 25%			
<u>Rater 1</u>		3.00	3.00	3.00
<u>Rater 2</u>		1.00	3.00	4.00
<u>Rater 3</u>		1.00	4.00	4.00
<u>Total Score</u>		5.00	10.00	11.00
<u>Average Score</u>		1.67	3.33	3.67
<u>Weighted Score</u>		0.42	0.83	0.92
<u>Financial Viability:</u>	1-5 5%			
<u>Rater 1</u>		3.00	3.00	3.00
<u>Rater 2</u>		3.00	3.00	3.00
<u>Rater 3</u>		3.00	4.00	2.00
<u>Total Score</u>		9.00	10.00	8.00
<u>Average Score</u>		3.00	3.33	2.67
<u>Weighted Score</u>		0.15	0.17	0.13
<u>Strength of the SW/M/BE plan:</u>	1-5 10%			
<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	1.00	1.00
<u>Total Score</u>		3.00	3.00	3.00
<u>Average Score</u>		1.00	1.00	1.00
<u>Weighted Score</u>		0.10	0.10	0.10
<u>Strength of the Section 3 plan:</u>	1-5 10%			
<u>Rater 1</u>		1.00	1.00	1.00
<u>Rater 2</u>		2.00	1.00	1.00
<u>Rater 3</u>		1.00	1.00	1.00
<u>Total Score</u>		4.00	3.00	3.00
<u>Average Score</u>		1.33	1.00	1.00
<u>Weighted Score</u>		0.13	0.10	0.10
Section 3 Preference: A firm may qualify for Section 3 status for up to an additional 5 points.				
Priority I: As detailed in Attachment D	5			
Priority II: As detailed in Attachment D	4			
Priority III: As detailed in Attachment D	3			
Priority IV: As detailed in Attachment D	2			
Tota Weighted Score		2.38	3.03	3.08

**Advertisement List
Solicitation #1705-946-15-4684
Residential Real Estate Appraisal Services**

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

Advertisement List
Solicitation #1705-946-15-4684
Residential Real Estate Appraisal Services

Plumbing Heating Cooling Contractors Association	Heidi Timble	Heidi@phcc-sanantonio.org	
Professional Engineers in Private Practice	Diane Hoskins	bexarpepp@sbcglobal.net	
Real Estate Council of San Antonio	Martha Mangum	martham@recsanantonio.com	
SAABE	Melodie	mg.assoc.mgmt@gmail.com	
San Antonio Board of Realtors	Suzanne	Suzanne@sabor.com	
SA Chapter of the Associated General Contractors	Dana Marsh	sanantonioagc@gmail.com	
San Antonio Hispanic Chamber of Commerce	Ramiro Cavazos	ramiroc@sahcc.org mariyaf@sahcc.org	
San Antonio Masonry Contractors Association	Debbie Mason	samca@satx.rr.com	
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	
South Central Regional Certification Agency	Julio Fuentes	jfuentes@sctrca.org	
South San Antonio Chamber of Commerce	Al Arreola Jr	al@southsa.org	
Southwest Minority Supplier Diversity Council	Robert Casas	smsdc@smsdc.org	
Surety Association of South Texas, Inc.	Jim Swindle	jim@alamobonds.com	
Texas Society of Professional Engineers	Laura Campa	meghan@tspe.org jennifer@tspe.org	
TIBH Industries	Robert Olivo	robertolivo@tibh.org	
UTSA Minority Business Center	Orestes Hubbard	orestes.hubbard@utsa.edu jennifer.mort@utsa.edu	
UTSA Procurement Technical Assistance Center	Terri Williams	ptac@utsa.edu	
West San Antonio Chamber of Commerce	Julie Jimenez	info@westsachamber.org julie@westsachamber.org	
Women's Business Center	Brittany Sharnsky	businesscenter@liftfund.com bsharnsky@liftfund.com	
Women's Business Enterprise	Avery Smith	bids@wbea-texas.org	
NAHRO	Web Site	http://nahro.economicengine.com	
Public Purchase	Web Site	www.publicpurchase.com	
Texas ESBD	Web Site	https://portal.cpa.state.tx.us/	
North San Antonio Chamber of Commerce	Web Site	https://northsachamber.chambermaster.com	
HUBS on CMBL			
Eckmann Groll, Inc.	Lynn Eckmann	lynn@eckmannroll.com	
Morgan/Brooks Resources, Inc.	Carol Wooten	mbresourcesinc@aol.com	
Partners Realty, Inc.	Margie Galvan	margie@Partners-Realty.net	

**Advertisement List
Solicitation #1705-946-15-4684
Residential Real Estate Appraisal Services**

Providence Commercial Real Estate	Steven Garza	steve@pcres.com	
	Section 8 Bidders		
none			
	Direct Solicits		
Appraisal Associates of Central Texas		Appraisals@aacentraltexas.com	
David W. Jauer		appraise@stic.net	
Cornerstone Appraisals		chris@cornerstoneappraisalsinc.com	
Darryl Pettit Associates		magicre@satx.rr.com	
Dietert Appraisal Services		deannedietert@satx.rr.com	
Dietert Appraisal Services D.A.S.		trentdietert@satx.rr.com	
Ed Gray & Associates		mary@edgray.net	
Gary Luensmann	Gary Luensmann	REAMAPP2@SBCGLOBAL.NET	
Hodges & Associates		Denise@hodges-associates.com	
Ingrid Calhoun		ingridcalhoun@sbcglobal.net	
Integra Realty Resources		egarcia@irr.com	
Integra Realty Resources		hbetts@irr.com	
International Real Estate		c-ramon@appraisers-us.com	
James W. Ponton		ponton3@sbcglobal.net	
John Dennis Blackburn Jr.	John Blackburn Jr.	theonlyjuan_usa@yahoo.com	
John Blackburn Appraisals	John Blackburn	john@appraisingsa.com	
John Blackburn Appraisals	David Oliver	chon69@yahoo.com	
JVI Solutions		jkeller@jvisolutions.com	
Momentum Appraisal Management Group	Desiree Trevino	support@momentumweb.com	
Neighborhood Appraisals & Real Estate		katralamo@yahoo.com	
Noble & Associates	Chris Noble Jr.	chnoblejr@aol.com	
Novogradac & Company		Tracey.Reichanadter@novoco.com	
Robert Hetrick		roberthetrick0067@sbcglobal.net	
Ruth Rhodes & Co.		rarrhodes@sbcglobal.net	
Sandison Realty and Appraisal Services		walt@sandisonappraisal.com	
T.C. Doctor & Associates		tdoctor@satx.rr.com	
Austin Absolute Realty		r_bustammante@txaar.com	
Hector E. Garcia, CPA		hector@hgarciaacpa.com	

Last Name	First Name	License Certificate Type	Telephone Number	E-Mail	Notes
ACQUART	MICHAEL	Certified Residential	210-710-3680	michaelacuart@yahoo.com	
ALCALA	MICHAEL	Certified Residential	210-240-0691	malcala@sanantonioappraisers.com	
ALDRIDGE	DAVID	Certified Residential	830-796-4500	aldridgeas@att.net	
ARANDA	JOSE	Certified Residential	210-379-9991	ja_aranda@msn.com	
ARNOLD	BRETT	Certified Residential	210-590-4131	brettarnold@jdsappraisal.com	Cell 355-8699
AUSTIN	JOHN	Certified Residential	210-413-1808	jaustin@satx.rr.com	
BAYLON	ERIK	Certified Residential	210-849-1739	ebaylon_2@hotmail.com	
Doctor	Thomas	Certified Residential	210-493-3132	tdoctor@satx.rr.com	
CASSIDY	PAT	Certified Residential	210-386-1815	cpcass319@gmail.com	
Coleman	Patrick	Certified Residential	210-827-7824	patrickcolemanappraiser@gmail.com	
DAVIS	CHRIS	Certified Residential	210-316-0542	chris@cornerstoneappraisalsinc.com	
DIAZ	SHERYLYN	Certified Residential	830-714-4506	gdi@satx.rr.com	
DIETERT	DEANNE	Certified Residential	210-325-8902	deannedietert@satx.rr.com	
DIETERT	TRENT	Certified Residential	210-313-0835	trentdietert@satx.rr.com	
Dragos	Voda	Certified Residential	210-995-5350	Vdragos189@gmail.com	
DUNAGAN	COLBY	Certified Residential	210-362-0104	colbydunaganappraisals@gmail.com	
DUNCAN	WENDELL	Certified Residential	210-340-8789	wfduncan@satx.rr.com	
EHLERS	MONA	Certified Residential	210-316-7185	Ehlersmona@yahoo.com	
ESCOBEDO	XAVIER	Certified Residential	210-344-5809	XAVIERNE@AOL.COM	
ETHINGTON	PHILLIP	Certified Residential	210-563-2378	info@prontoappraisal.co	
Farris	Pamela	Certified Residential	210-805-8842	pfARRIS@SATX.RR.COM	
FITZGERALD	JOHN	Certified Residential	210-347-0143	john@fitzgerald-appraisals.com	
FLANAGAN	MICHAEL	Certified Residential	210-373-8300	mikefappraiser@yahoo.com	
GONZALEZ	NIEVES	Certified Residential	210-494-0645	snows31@att.net	
Guzman	Yvonne	Certified Residential	210-451-8025	Yguzman816@gmail.com	
Haddock	Ronnie	Certified Residential	612-760-1235	haddockappraisals@satx.rr.com	
HARM	CHARLES	Certified Residential	210-313-0392	charm@firstam.com	
HARM	EDWARD	Certified Residential	619-723-9272	eharm@firstam.com	
HARRIS	BENJAMIN	Certified Residential	210-348-0404	lisa@stevenichols.com	
HENDERSON	JOYCE	Certified Residential	210-690-3265	henderson3315@att.net	
HENDRICKS	DOUGLAS	Certified Residential	210-946-6868	has@hendricksappraisal.com	
HINSON	LISA	Certified Residential	210-213-6350	hinson@cfbappraisal.com	
HOLLISTER	BRUCE	Certified Residential	210-724-7660	bbappraisal1@att.net	
Huffman	Stuart	Certified Residential	228-697-6797	huffmanappraisals@gmail.com	
INGRAM	JASON	Certified Residential	210-650-3091	admin@ingramappraisals.com	
INGRAM	PATRICK	Certified Residential	210-650-3091	admin@ingramappraisals.com	
JONES	RICHARD	Certified Residential	210-325-9931	rickyjones@aol.com	
JONES	RDBERT	Certified Residential	210-379-6664	randy.jones@yahoo.com	
KEY	CARLTON	Certified Residential	210-789-2042	ckey010@gmail.com	
LAWSON	GERALD	Certified Residential	210-844-8194	gerald@ingramappraisals.com	
LEAL	JENELLE	Certified Residential	210-843-0777	info@ilappraisals.com	
Lee	Hyo	Certified Residential	267-474-0274	hyogil77@gmail.com	
LLOYD	RODNEY	Certified Residential	210-481-9333	rodney@randcsanassociates.com	
LOPEZ	JOSE	Certified Residential	210-520-6660	lopez-appraisal@att.net	
MARLOW	BRIAN	Certified Residential	210-382-4133	brian@magtx.com	
MARTINEZ	JESUS	Certified Residential	210-695-3118	jesmartinezapp@satx.rr.com	
OVERLEY	ANGELA	Certified Residential	210-844-9389	angelaoverley@satx.rr.com	
PEERMAN	GREGORY	Certified Residential	210-663-2777	gpeerman@sbcglobal.net	
PRUESS	SCOTT	Certified Residential	210-685-2540	pruessscott@gmail.com	
SCHRAMM	FRANK	Certified Residential	210-663-0286	fsappraiser@hotmail.com	
SCHULZE	APRIL	Certified Residential	210-204-7771	Schulzeapp@gmail.com	
SLEDGE	JOHN	Certified Residential	210-454-9720	jsledge@sledgeappraisalservices.com	
SMITH	PAUL	Certified Residential	210-650-0654	Pnsmith@swbell.net	
SMITHSON	STEVEN	Certified Residential	210-416-6462	faststeve2016@gmail.com	
Spielhagen	Derek	Certified Residential	210-379-3974	derek@stoufferappraisals.com	
STREEP	STEPHANIE	Certified Residential	210-481-S085	appraisals@centraltexas.com	
SUROVIK	STEVEN	Certified Residential	210-842-1628	sls@surovikappraisals.com	
WALTZ	JOSEPH	Certified Residential	210-464-7058	reg@ingramappraisals.com	
Ware	Ted	Certified Residential	210-364-6314	WayneWare@ymail.com	
WENDELL	DAVID	Certified Residential	210-414-3324	davidwendell@yahoo.com	
WIRTH	JOHN	Certified Residential	210-946-6868	has@hendricksappraisal.com	
Yvanovich	Susan	Certified Residential	831-566-4448	susanyvanovich@gmail.com	VA, FHA approved
Crisp	Bobby		210-651-3291	crispappraisal@gmail.com	
Edward Gray			210-340-1137	edgray@edgrayassociates.com	edgray@edgray.net

BOARD OF COMMISSIONERS

RESOLUTION 5753, AUTHORIZING THE AWARD OF CONTRACTS FOR PURCHASE, INSTALLATION, MAINTENANCE, AND REPAIR OF RESIDENTIAL STYLE HVAC SYSTEMS TO PREMIER COMFORT AIR CONDITIONING & HEATING, INC. (DBE, ESBE, HABE, MBE, SBE, WBE), TEMP TEX AIR CONDITIONING, HEATING, EMS CONTROLS, LLC (HABE), AND WAY ENGINEERING, LTD, FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$1,200,000.00, 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 5753, authorizing the award of contracts for purchase, installation, maintenance, and repair of residential style HVAC systems to Premier Comfort Air Conditioning & Heating, Inc. (DBE, ESBE, HABE, MBE, SBE, WBE), Temp Tex Air Conditioning, Heating, EMS Controls, LLC (HABE), and Way Engineering, Ltd, for an annual cumulative amount not to exceed \$1,200,000.00; for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The cost for purchase, installation, maintenance, and repair of residential HVAC systems is not expected to exceed an annual cumulative amount of \$1,200,000.00 and will be funded by the approved operating budgets.

SUMMARY:

SAHA requires the services of contractors to perform all HVAC and Mini Split System Services to include purchase, installation, maintenance, and repair of residential style heating, ventilation and air conditioning systems (HVAC) for SAHA and its affiliated entities.

On July 21, 2017, SAHA issued an "Invitation For Bids" (IFB) #1707-910-36-4688 for purchase, installation, maintenance and repair of residential HVAC systems, which closed on August 10, 2017. The IFB was published on SAHA website, Electronic State Business Daily (ESBD), La Prensa, the Hart Beat, posted on NAHRO, Public Purchase and direct solicited to 56 contractors. A total of five bids were received in response to the IFB: Air-Stream Air Conditioning & Heating Co. Inc. (DBE, ESBE, HABE, MBE, SBE, WBE, Section 3 Business), Premier Comfort Air Conditioning & Heating, Inc. (DBE, ESBE, HABE, MBE, SBE, WBE), Temp Tex Air Conditioning, Heating, EMS Controls, LLC (HABE), The Brandt Companies, and Way Engineering, Ltd. All bids were evaluated on the following criteria: purchase price, reputation of the bidder and his goods or services, quality of the goods or services, extent to which the goods or services meet SAHA's needs, total long term cost, and any relevant criteria listed within the solicitation document. Based on the above, Premier Comfort Air Conditioning and Heating, Temp Tex, and Way Engineering, are the lowest responsive and responsible bidders and are recommended for contract awards.

Premier Comfort Air Conditioning & Heating, Inc. was founded in 2014, and is located in San Antonio, Texas. This contractor has been certified as a DBE, ESBE, HABE, MBE, SBE, and WBE by the South Central Texas Regional Certification Agency. They provide commercial and residential air conditioning services to include installation, repair and maintenance of all brands, make and models from home air conditioning units, to larger commercial ventilation systems. This contractor has received no prior awards from SAHA. Their client list includes Bexar County Housing Authority, Jimmy Buffet's Margaritaville, Mission Veterinary Specialists, Complete Solutions Facility Maintenance, and Smokey Mo's Barbeque. Their Section 3 Good Faith Effort Plan includes hiring two individuals in the laborers (unskilled category) and one individual in the service worker and office/clerical categories.

Temp Tex Air Conditioning, Heating, EMS Controls, LLC was established in 2007, and is located in San Antonio, Texas. This contractor self-certifies as a HABE. Their services include heating, air conditioning, indoor air quality, installation and repairs. Temp Tex has received no prior awards from SAHA. Their client list includes Brighter Future Learning Center, Cibolo, Texas; Audio Visual Technical Services, San Antonio, Texas; and Orb Recording Studios, Austin, Texas. This contractor's Section 3 Good Faith Effort Plan includes hiring a maintenance helper and providing the training necessary for advancement into a maintenance technician position.

Way Engineering, Ltd was established in 1918, and is headquartered in Houston, Texas, with a field office location in San Antonio, Texas. They service the Austin, Houston and San Antonio areas specializing in commercial air conditioning, plumbing, piping, and the maintenance of these systems. They also have extensive experience as a design/build and design assist contractor. Additionally, they have a team of AutoCAD detailers/designers. They are a member of the Local 211 Pipefitters Union, Local 68 Plumbers Union, and a member of the Associated Builders and Contractors Sheet Metal program. This contractor has received no prior awards from SAHA. Their client list includes: Nix Hospital, Texas Biomed, Visonworks, Samsung, USAA, Frost Bank, BAMC, and the San Antonio Airport. Way Engineering, Ltd's Section 3 Good Faith Effort Plan includes providing training programs to Section 3 Residents, such as an educational session on how to apply to the Local 142 Pipefitters Union and the benefits of joining, and how to monitor, troubleshoot and increase efficiency of HVAC and plumbing systems. Additionally, they will place a job opportunity advertisement with SAHA for intern/helper positions.

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

STRATEGIC GOAL

Preserve and improve existing and affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5753

Company Profiles
Tabulation
Ad list

**San Antonio Housing Authority
Resolution 5753**

RESOLUTION 5753, AUTHORIZING THE AWARD OF CONTRACTS FOR PURCHASE, INSTALLATION, MAINTENANCE, AND REPAIR OF RESIDENTIAL STYLE HVAC SYSTEMS TO PREMIER COMFORT AIR CONDITIONING & HEATING, INC. (DBE, ESBE, HABE, MBE, SBE, WBE), TEMP TEX AIR CONDITIONING, HEATING, EMS CONTROLS, LLC (HABE), AND WAY ENGINEERING, LTD, FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$1,200,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on July 21, 2017, SAHA issued an "Invitation For Bids" (IFB) #1707-910-36-4688 for purchase, installation, maintenance and repair of residential HVAC systems, which closed on August 10, 2017; and

WHEREAS, five bids were received in response to the IFB; and

WHEREAS, Premier Comfort Air Conditioning and Heating, Inc. (DBE, ESBE, HABE, MBE, SBE, WBE), Temp Tex Air Conditioning, Heating, EMS Controls, LLC (HABE), and Way Engineering Ltd, are the lowest responsive and responsible bidders, and are recommended for contract awards; and

WHEREAS, the cost for purchase, installation, maintenance, and repair of residential HVAC systems is not expected to exceed an annual cumulative amount of \$1,200,000.00 and will be funded by the approved operating budgets; 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 5753, authorizing the award of contracts for purchase, installation, maintenance, and repair of residential style HVAC systems to: Premier Comfort Air Conditioning & Heating, Inc. (DBE, ESBE, HABE, MBE, SBE, WBE), Temp Tex Air Conditioning, Heating, EMS Controls, LLC (HABE), and Way Engineering, Ltd, for an annual cumulative amount not to exceed \$1,200,000.00; 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 5th day of October 2017.

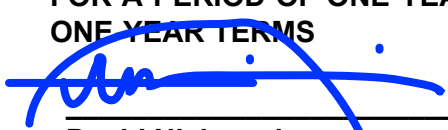
Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

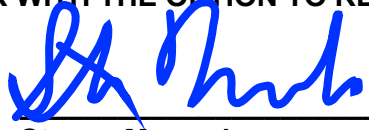
David Nisivoccia
President and CEO

BOARD OF COMMISSIONERS

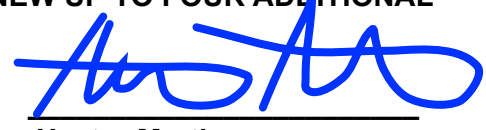
RESOLUTION 5755, AUTHORIZING THE AWARD OF A CONTRACT FOR HVAC PRODUCTS, INSTALLATION, SERVICES AND RELATED PRODUCTS AND SERVICES TO TRANE U.S., INC., THROUGH U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE, FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$1,000,000.00; FOR A PERIOD OF ONE YEAR WITH THE 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 of Resolution 5755, authorizing the award of a contract for HVAC products, installation, services and related products and services to Trane U.S., Inc., through U.S. Communities Government Purchasing Alliance, for an annual cumulative amount not to exceed \$1,000,000.00; for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The cost for HVAC products, installation, services and related products and services is not expected to exceed an annual cumulative amount of \$1,000,000.00 and will be funded through the approved operating budgets.

SUMMARY:

SAHA requires the services of a contractor to maintain, repair, and if required, replace the commercial HVAC systems and the chiller and boiler systems at various SAHA properties. The Contractor shall also provide chemical water treatment and monitoring services for the chillers/condensers and cooling towers at properties with such units.

Currently, SAHA has agreements in place for HVAC Maintenance and Repair (Residential and Commercial), Chiller and Boiler Maintenance, and Repair and Closed Loop Systems Water Treatment. This award will combine all the above services, except Residential HVAC Maintenance and Repair services, which is being recommended for award under a separate item.

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

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

Harford County Public Schools, Bel Air, Maryland (lead agency) developed a solicitation seeking HVAC suppliers that allowed for both local and national participation. One response was received for the national contract. Trane was the sole respondent to the national contract solicitation and met all contractual and technical requirements. On September 29, 2015, the Board of Education of Harford County, acting through its Superintendent entered into a contract, RFP #15-JLP-023 with Trane U.S. Inc., for comprehensive HVAC Products, Installation, Services and Related Products and Services on a national scale in indefinite quantities on an as-needed basis for a period of three years commencing on September 29, 2015, with renewal options for two additional, two-year periods. We are requesting the Board's approval to manage this contract with an initial one-year term and four one-year renewal options, which differs from the lead agency's structure. This will allow SAHA an opportunity to review and evaluate the contract each year, which is our normal practice.

Trane began with founder, James Trane, in La Crosse, Wisconsin, in 1885. Manufacturing operations began in 1910 and they were incorporated as The Trane Company in 1913. Trane became an air conditioning pioneer in 1931. Trane®, a brand of Ingersoll Rand®, is a world leader in air conditioning systems, services and solutions. Trane provides innovative solutions that optimize indoor environments through a broad portfolio of energy-efficient heating, ventilating and air conditioning systems, building, contracting and energy services, parts support and advanced controls for homes and commercial buildings. Their family of brands at Ingersoll Rand includes: Trane, Club Car, Ingersoll Rand, Thermo King, and American Standard. They work together to enhance the quality and comfort of air in homes and buildings; transport and protect food and perishables; and increase industrial productivity and efficiency. This contractor has received no prior awards from SAHA. Trane serves engineers, contractors and building owners on all continents and in an array of markets including education, healthcare, government, industrial/manufacturing, data centers, lodging, retail and commercial real estate. With more than 900 U.S. patents to date, Trane creates comfortable and energy-efficient environments around the world. Renowned landmarks such as the Moscow Kremlin, New York's Grand Central Station and the Burj Khalifa tower in Dubai all enjoy the comfort provided by Trane solutions.

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

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5755

Company Profile

**San Antonio Housing Authority
Resolution 5755**

RESOLUTION 5755, AUTHORIZING THE AWARD OF A CONTRACT FOR HVAC PRODUCTS, INSTALLATION, SERVICES AND RELATED PRODUCTS AND SERVICES TO TRANE U.S., INC., THROUGH U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE, FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$1,000,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

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

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

WHEREAS, on September 29, 2015, the Board of Education of Harford County, acting through its Superintendent entered into a contract, RFP #15-JLP-023 with Trane U.S. Inc., for comprehensive HVAC Products, Installation, Services and Related Products and Services; and

WHEREAS, Trane U.S., Inc. is recommended for contract award; and

WHEREAS, the cost for HVAC products, installation, services and related products and services is not expected to exceed an annual cumulative amount of \$1,000,000.00 and will be funded through the approved operating budgets; 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 5755, authorizing the award of a contract for HVAC products, installation, services and related products and services to Trane U.S., Inc. through U.S. Communities Government Purchasing Alliance for an annual cumulative amount not to exceed \$1,000,000.00; 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 5th day of October 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

Trane USA, Inc. Company Profile

Trane was founded in 1885 by James Trane in La Crosse, Wisconsin. Manufacturing operations began in 1910 and they were incorporated as The Trane Company in 1913. Trane became an air conditioning pioneer in 1931. Trane, a brand of Ingersoll Rand, is a world leader in air conditioning systems, services and solutions. Trane provides innovative solutions that optimize indoor environments through a broad portfolio of energy-efficient heating, ventilating and air conditioning systems, building, contracting and energy services, parts support and advanced controls for homes and commercial buildings. Their family of brands at Ingersoll Rand includes: Trane, Club Car, Ingersoll Rand, Thermo King, and American Standard. They work together to enhance the quality and comfort of air in homes and buildings; transport and protect food and perishables; and increase industrial productivity and efficiency.

In 2015, Trane was awarded a US Communities contract for comprehensive HVAC Products, Installations, Services and Related Products and Services through a solicitation issued by the lead agency, Harford County Public Schools.

This contractor has received no prior awards from SAHA. Trane serves engineers, contractors and building owners on all continents and in an array of markets including education, healthcare, government, industrial/manufacturing, data centers, lodging, retail and commercial real estate. With more than 900 U.S. patents to date, Trane creates comfortable and energy-efficient environments around the world. Renowned landmarks such as the Moscow Kremlin, New York's Grand Central Station and the Burj Khalifa tower in Dubai all enjoy the comfort provided by Trane solutions.

BOARD OF COMMISSIONERS


RESOLUTION 5754, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPAIR AND REPLACEMENT AT ESCONDIDA APARTMENTS TO GARLAND/DBS, INC., THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE FOR AN AMOUNT NOT TO EXCEED \$149,575.00



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Hector Martinez
Director of Construction
Services and Sustainability

REQUESTED ACTION:

Consideration and approval regarding Resolution 5754, authorizing the award of a contract for roof repair and replacement at Escondida Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance for an amount not to exceed \$149,575.00.

FINANCIAL IMPACT:

The cost for roof repair and replacement at Escondida Apartments is not expected to exceed an amount of \$149,575.00 to include a base bid amount of \$124,646.00, plus a contingency in the amount of \$24,929.00 that will only be used if necessary. At this time, we expect to use \$107,527.22 in MTW funds and \$42,047.78 in insurance funds; however, amounts may change at the time funding is actually provided.

SUMMARY:

The Escondida Apartments, a Senior/Disabled community, was built in 1968 and is located in north central San Antonio. The buildings are wood-framed, two-story structures with a brick facade, and a total of twenty, one-bedroom units.

Due to the age and condition of the roofs at this apartment community, SAHA requires the services of a roofing contractor to provide comprehensive roof replacement. An insurance claim was filed to the Housing Authority Insurance Group and proceeds were disbursed to SAHA to help cover a portion of replacement costs incurred due to hail damage.

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

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

Communities Government Purchasing Alliance, a nationwide purchasing cooperative.

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

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

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

DBS, the general contractor for this project, obtained three bids for the roof repair and replacement at Escondida Apartments and is recommending the contract award to their subcontractor, Superior Roofing & Construction Company, because they provided the lowest price to complete the project.

Superior Roofing & Construction Company was founded in 1983, and is located in San Antonio, Texas. They specialize in the installation and servicing of all types of commercial and residential roofing systems. Their experience includes new construction, roof repair, and maintenance work. Their client list includes, but is not limited to, Burlington Coat Factory, Harley Davidson, San Antonio Food Bank, Randolph Brooks F.C.U., Carmax, Canyon Lake High School, Village at Stone Oak, HEB Plus, and Walmart.

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 5754

Company Profile

Map of Escondida Apartments

Pictures of Escondida Apartments

**San Antonio Housing Authority
Resolution 5754**

RESOLUTION 5754, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPAIR AND REPLACEMENT AT ESCONDIDA APARTMENTS TO GARLAND/DBS, INC., THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE, FOR AN AMOUNT NOT TO EXCEED \$149,575.00

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

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

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

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

WHEREAS, the cost for roof repair and replacement at Escondida Apartments is not expected to exceed an amount of \$149,575.00 to include a base bid amount of \$124,646.00 plus a contingency in the amount of \$24,929.00 that will only be used if necessary. At this time, we expect to use \$107,527.22 in MTW funds and \$42,047.78 in insurance funds; however, amounts may change at the time funding is actually provided; 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 5754, authorizing the award of a contract for roof repair and replacement at Escondida Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$149,575.00.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 5th day of October 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Commissioners

David Nisivoccia
President and CEO

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

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

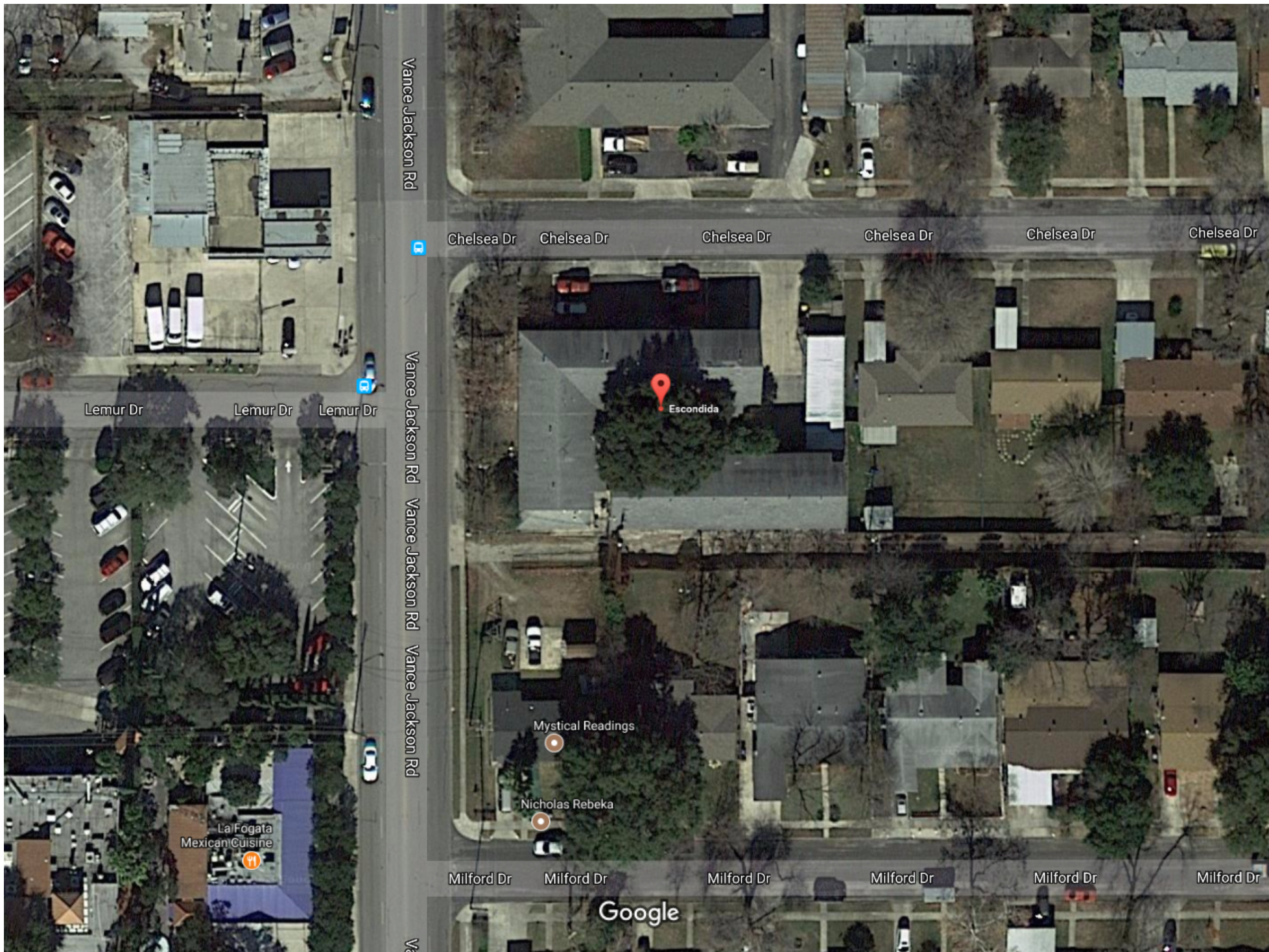
Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering, and general contracting firm. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing,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


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

SAHA has previously awarded five (5) contracts to Garland/DBS, Inc. under the US Communities contract. Those were for Roof Repair and Replacement for Bella Claire; Roof and HVAC Replacement at Woodhill; Roof and Window Replacement at Madonna Apartments; and Roof Replacement at the Lincoln Heights and Cross Creek Apartments. Additionally, SAHA has utilized Garland roofing products in a roof rehabilitation at the Fair Avenue Apartments. Upon approval of awards for the Escondida and Morris Beldon projects, Garland will have been awarded and managed a total of five (7) projects under this contract.

Garland/DBS, Inc.’s government projects include: the Jeffersonville, Indiana Federal Center; Warren Burger Federal Courthouse, St. Paul, Minnesota; Jacksonville, Florida Air National Guard; Fort Devens; Massachusetts Building 667; Fort Jackson, South Carolina Army Base; Scott AFB, Illinois; Sugar Land, Texas Police and Courts Buildings; Delaware County, Ohio Courthouse; Montgomery County Courthouse,

Conroe, Texas; Westlake, Ohio Recreation Center, and the San Francisco, California Fine Art Museum.





the ESCONDIDA
2514



BOARD OF COMMISSIONERS


RESOLUTION 5756, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPAIR AND REPLACEMENT AT MORRIS C. BELDON APARTMENTS TO GARLAND/DBS, INC., THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE, FOR AN AMOUNT NOT TO EXCEED \$205,686.00



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Hector Martinez
Director of Construction
Services and Sustainability

REQUESTED ACTION:

Consideration and approval of Resolution 5756, authorizing the award of a contract for roof repair and replacement at Morris C. Beldon Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$205,686.00.

FINANCIAL IMPACT:

The cost for roof repair and replacement at Morris C. Beldon Apartments is not expected to exceed an amount of \$205,686.00 to include a base bid amount of \$186,987.00 plus a contingency in the amount of \$18,699.00 that will only be used if necessary. At this time, we expect to use \$88,248.38 in MTW funds and \$117,437.62 in insurance funds; however, amounts may change at the time funding is actually provided.

SUMMARY:

The Morris C. Beldon Apartments is a Public Housing family community that was built in 1960, and is located in northeast San Antonio. The buildings are wood-framed, one and two-story structures, with a brick facade, and a total of thirty-five one to three bedroom units.

Due to the age and condition of the roofs at this apartment community, SAHA requires the services of a roofing contractor to provide comprehensive roof replacement. An insurance claim was filed to the Housing Authority Insurance Group and proceeds were disbursed to SAHA to help cover a portion of replacement costs incurred due to hail damage.

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

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

Communities Government Purchasing Alliance, a nationwide purchasing cooperative.

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

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

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

DBS, the general contractor for this project obtained three bids for the roof repair and replacement at Morris C. Beldon Apartments and is recommending contract award to their subcontractor, Superior Roofing & Construction Company. They provided the lowest price to complete the project.

Superior Roofing & Construction Company was founded in 1983 and is located in San Antonio, Texas. They specialize in the installation and servicing of all types of commercial and residential roofing systems. Their experience includes new construction, roof repair, and maintenance work. Their client list includes, but is not limited to, Burlington Coat Factory, Harley Davidson, San Antonio Food Bank, Randolph Brooks Federal Credit Union, Carmax, Canyon Lake High School, Village at Stone Oak, HEB Plus, and Walmart.

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 5756

Company Profile

Map of Morris C. Beldon

Pictures of Morris C. Beldon Apartments

**San Antonio Housing Authority
Resolution 5756**

RESOLUTION 5756, AUTHORIZING THE AWARD OF A CONTRACT FOR ROOF REPAIR AND REPLACEMENT AT MORRIS C. BELDON APARTMENTS TO GARLAND/DBS, INC., THROUGH THE U.S. COMMUNITIES GOVERNMENT PURCHASING ALLIANCE, FOR AN AMOUNT NOT TO EXCEED \$205,686.00

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

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

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

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

WHEREAS, the cost for roof repair and replacement at Morris C. Beldon Apartments is not expected to exceed an amount of \$205,686.00 to include a base bid amount of \$186,987.00 plus a contingency in the amount of \$18,699.00 that will only be used if necessary. At this time, we expect to use \$88,248.38 in MTW funds and \$117,437.62 in insurance funds; however, amounts may change at the time funding is actually provided; 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 5756, authorizing the award of a contract for roof repair and replacement at Morris C. Beldon Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$205,686.00.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 5th day of October 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Commissioners

David Nisivoccia
President and CEO

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

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

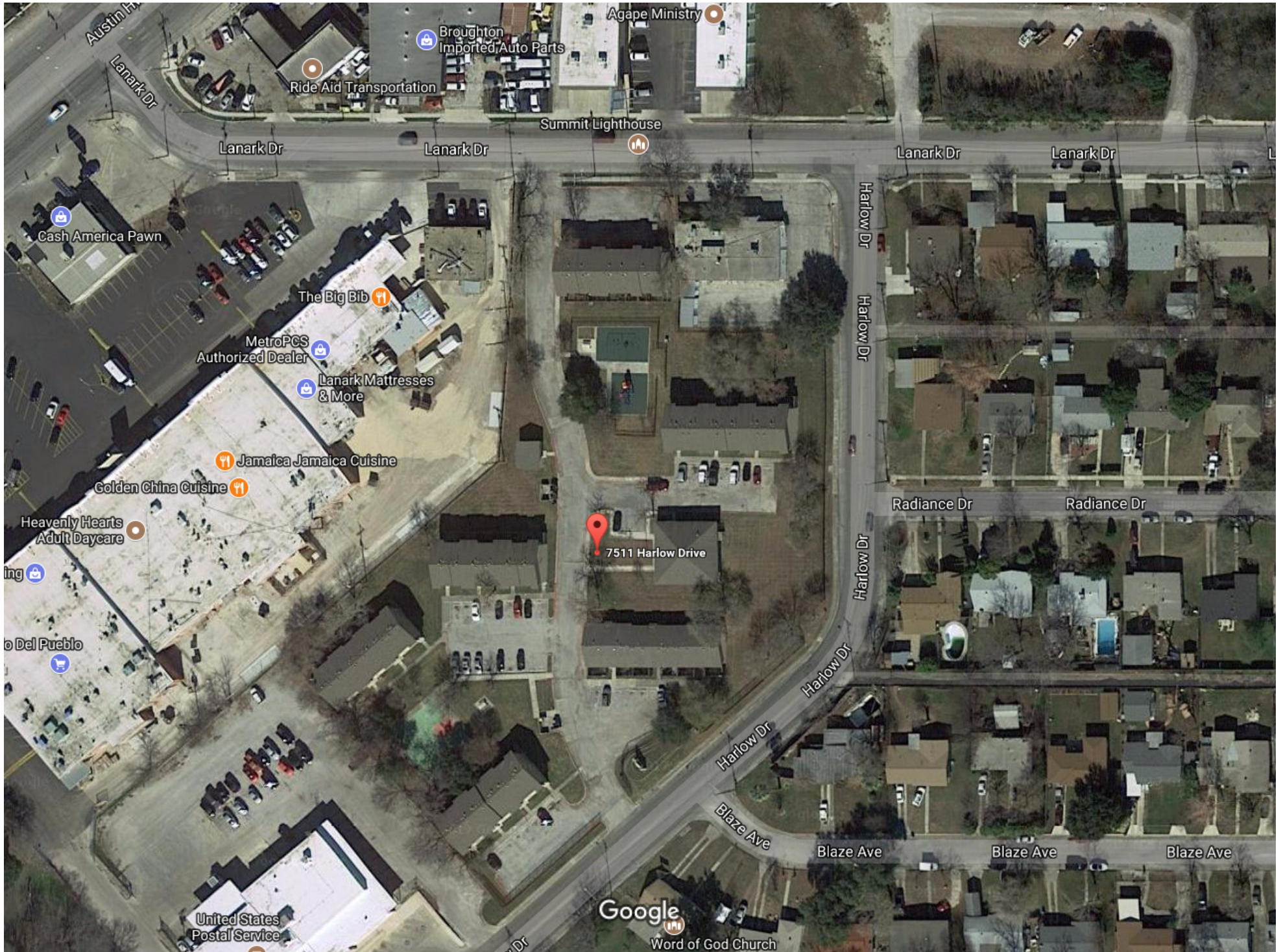
Design-Build Solutions, Inc. (DBS) is a full-service architectural, design, engineering, and general contracting firm. They incorporate design and engineering aspects into one contract as a turnkey design builder. DBS performs many types of projects including: roofing, masonry, windows, doors, waterproofing,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

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

SAHA has previously awarded five (5) contracts to Garland/DBS, Inc. under the US Communities contract. Those were for Roof Repair and Replacement for Bella Claire; Roof and HVAC Replacement at Woodhill; Roof and Window Replacement at Madonna Apartments; and Roof Replacement at the Lincoln Heights and Cross Creek Apartments. Additionally, SAHA has utilized Garland roofing products in a roof rehabilitation at the Fair Avenue Apartments. Upon approval of awards for the Escondida and Morris Beldon projects, Garland will have been awarded and managed a total of five (7) projects under this contract.

Garland/DBS, Inc.’s government projects include: the Jeffersonville, Indiana Federal Center; Warren Burger Federal Courthouse, St. Paul, Minnesota; Jacksonville, Florida Air National Guard; Fort Devens; Massachusetts Building 667; Fort Jackson, South Carolina Army Base; Scott AFB, Illinois; Sugar Land, Texas Police and Courts Buildings; Delaware County, Ohio Courthouse; Montgomery County Courthouse,

Conroe, Texas; Westlake, Ohio Recreation Center, and the San Francisco, California Fine Art Museum.





M.C. BELDON
APARTMENT



BOARD OF COMMISSIONERS


RESOLUTION 5757, AUTHORIZING THE EXPENDITURE OF ADDITIONAL FUNDS TO DURAND HOLLIS RUPE ARCHITECTS (DHR) FOR ADDITIONAL ARCHITECTURAL SERVICES NEEDED FOR THE VICTORIA PLAZA MODERNIZATION FOR AN AMOUNT NOT TO EXCEED \$183,449.00



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Hector Martinez
Director of Construction
Services and Sustainability

REQUESTED ACTION:

Consideration and approval of Resolution 5757, authorizing the expenditure of additional funds to Durand Hollis Rupe Architects (DHR) for additional architectural services needed for the Victoria Plaza Modernization for an amount not to exceed \$183,449.00.

FINANCIAL IMPACT:

The cost for additional architectural services is not expected to exceed an amount of \$183,449.00 to include an amount of \$110,057.00 for additional architectural design services, plus reserve funds in the amount of \$73,392.00 that will only be used if necessary. This project will be funded by MTW funds.

SUMMARY:

Victoria Plaza is a nine-story midrise, senior/disabled citizens community located in downtown San Antonio, across the street from HemisView Plaza, and was built in 1959. Victoria Plaza is comprised of a total of 185 units; including 152 one-bedroom units, 16 two-bedroom units, 16 efficiency units, and 1 three-bedroom unit.

SAHA required the services of a firm to provide architectural and commissioning services for the Victoria Plaza Modernization. DHR responded to a Request For Qualifications issued by the Agency and was the firm chosen to provide a comprehensive building and site assessment, including all identifiable deficiencies; a detailed recommended scope of work for improvements; and construction cost estimates of the recommended improvements. On April 26, 2016, SAHA entered into an Agreement with Durand Hollis Rupe Architects in the amount of \$49,894.00 to provide the site assessment.

On December 1, 2016 (Item 10), we received Board approval to enter into an Agreement with DHR for Victoria Plaza Modernization for an amount not to exceed \$841,532.00 to include a budget of \$20,000.00 for reimbursable expenses. On May 23, 2017, SAHA issued Amendment #1 to this Agreement in the amount of \$26,934.00 for additional design services needed for this project.

This modernization activity will provide for 100% fire sprinkler and fire alarm coverage; code compliant guardrail modifications; removal of asbestos contaminated flooring with new flooring in all apartments; window replacement with new energy efficient window panels in all apartment

units; replacement of the current window A/C units with the expansion of HVAC systems to include year-round heating and cooling to all apartments; and comprehensive electrical and plumbing infrastructure modernization, including the installation of energy and water efficient fixtures.

Due to an unanticipated budget increase in available funds related to an EPC Project (Energy Performance Contract) included in the modernization, a proposal was requested by SAHA for additional architectural design services, to include first floor common area and office space renovations, a clinic space with a private examination room, unit entry door replacement, window treatments, roof replacement, and preparation of the roof and electrical systems for a future solar power system.

STRATEGIC GOAL

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5757

Map of Victoria Plaza

Pictures of Victoria Plaza Apartments

Drawings

**San Antonio Housing Authority
Resolution 5757**

RESOLUTION 5757, AUTHORIZING THE EXPENDITURE OF ADDITIONAL FUNDS TO DURAND HOLLIS RUPE ARCHITECTS (DHR) FOR ADDITIONAL ARCHITECTURAL SERVICES NEEDED FOR THE VICTORIA PLAZA MODERNIZATION FOR AN AMOUNT NOT TO EXCEED \$183,449.00.

WHEREAS, on December 1, 2016 (Item 10), we received Board approval to enter into an Agreement with Durand Hollis Rupe Architects (DHR) for Victoria Plaza Modernization for an amount not to exceed \$841,532.00 to include a budget of \$20,000.00 for reimbursable expenses; and

WHEREAS, due to an unanticipated budget increase in available funds related to an EPC Project (Energy Performance Contract) included in the modernization, a proposal was requested by SAHA for additional architectural design services; and

WHEREAS, the cost for additional architectural services is not expected to exceed an amount of \$183,449.00 to include an amount of \$110,057.00 for additional architectural design services, plus reserve funds in the amount of \$73,392.00 that will only be used if necessary. This project will be funded by MTW funds; and

WHEREAS, staff requests the Board of Commissioners to 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 5757, authorizing the expenditure of additional funds to Durand Hollis Rupe Architects (DHR) for additional architectural services needed for the Victoria Plaza Modernization for an amount not to exceed \$183,449.00.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 5th day of October 2017.

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

Attested and approved as to form:

**David Nisivoccia
President and CEO**







VICTORIA
PLAZA
433 BARRETTA



DURAND-HOLLIS RUPE ARCHITECTS, INC.
 14603 HUEBNER ROAD BUILDING 18
 SAN ANTONIO, TEXAS 78230
 TEL: 210 308-0080
 FAX: 210 524-6572
 eMAIL: a.rh@durand-hollis-rupe.com
 www.durand-hollis-rupe.com

OWNER:
 SAN ANTONIO HOUSING AUTHORITY
 818 SOUTH FLORES STREET
 SAN ANTONIO, TX 78204
 T. 210.477.6262

SAN ANTONIO HOUSING AUTHORITY VICTORIA PLAZA MODERNIZATION-PHASE 1
 411 BARRERA, SAN ANTONIO, TEXAS 78210

LOCATION:

REVISIONS		
ISSUE	DESCRIPTION	DATE

95% REVIEW DOCUMENTS
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PROJECT ARCHITECT
 GABRIEL DURAND-HOLLIS, AIA
 1333 W. LOOP W. 10-881

SHEET NUMBER



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1 WEST WING - ISOMETRIC VIEW

**SAN ANTONIO HOUSING AUTHORITY
 VICTORIA PLAZA MODERNIZATION-PHASE 1**
 411 BARRERA, SAN ANTONIO, TEXAS 78210

REVISIONS

ISSUE	DESCRIPTION	DATE

95% CONSTRUCTION DOCUMENTS
 NOT FOR CONSTRUCTION

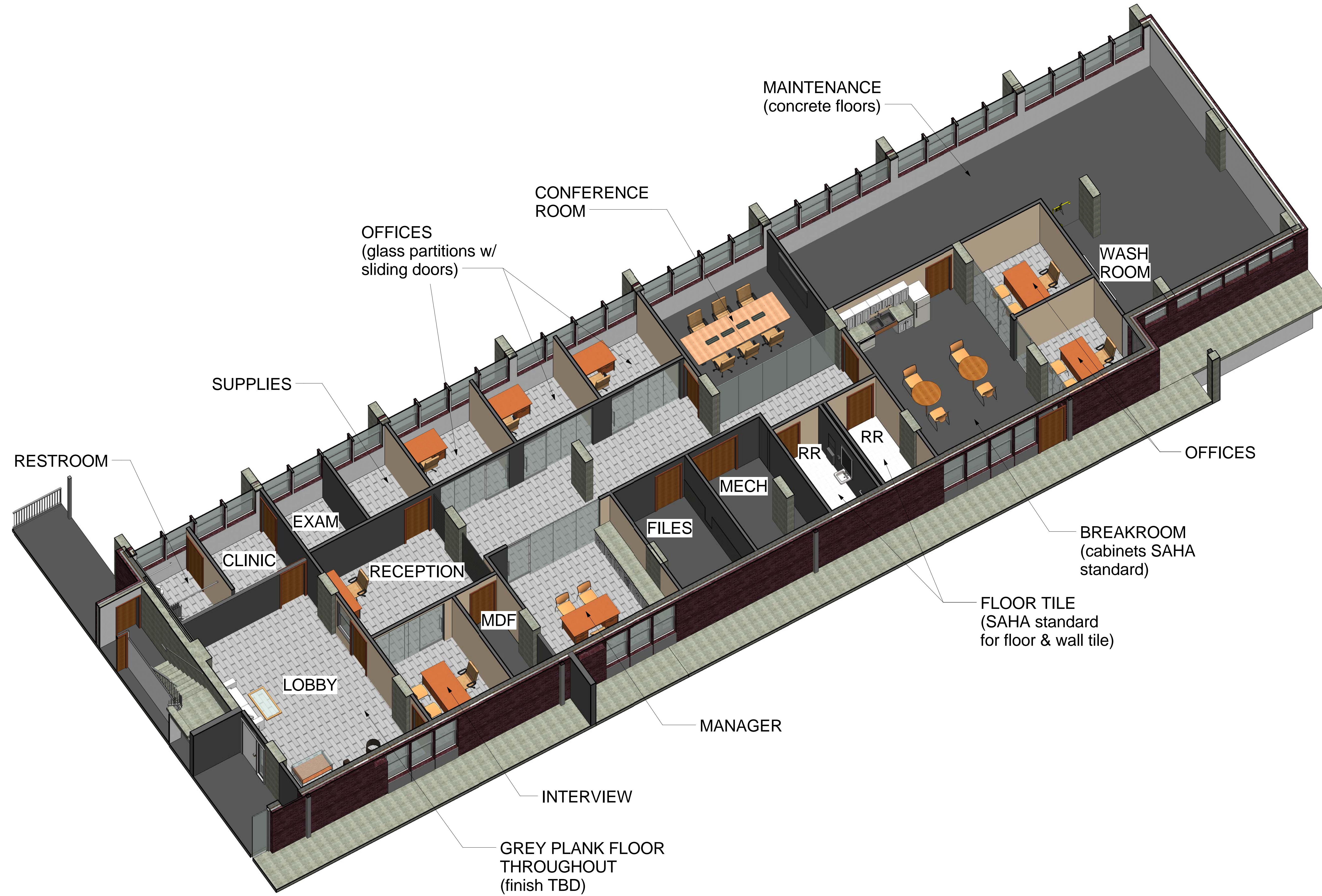
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PROJECT ARCHITECT
 GABRIEL DURAND-HOLLIS, AIA
 TEXAS LICENSE NO. 10-981

WEST WING - ISOMETRIC VIEW

SHEET NUMBER
101

PLEASE NOTE: THE ISOMETRIC VIEW OF THE NORTH WING REPRESENTS CONCEPTUAL SKETCH. IT DOES NOT SHOW FINAL FINISHES AND MATERIALS. FINAL FINISHES AND MATERIALS TO BE SELECTED AND NOTED IN CONSTRUCTION DOCUMENTS SET.



1 NORTH WING - ISOMETRIC VIEW

**SAN ANTONIO HOUSING AUTHORITY
 VICTORIA PLAZA MODERNIZATION-PHASE 1**
 411 BARRERA, SAN ANTONIO, TEXAS 78210

LOCATION:

REVISIONS		
ISSUE	DESCRIPTION	DATE

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PROJECT ARCHITECT
 GABRIEL DURAND-HOLLIS, AIA
 TEXAS LICENSE NO. 10-981

NORTH WING - ISOMETRIC VIEW

SHEET NUMBER
100

BOARD OF COMMISSIONERS

RESOLUTION 5758, AUTHORIZING THE AWARD OF A CONTRACT FOR APARTMENT MARKETING SERVICES TO UNITED ADVERTISING PUBLICATIONS, INC. DBA FORRENT.COM FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$70,000.00 FOR YEAR ONE; \$85,000.00 FOR YEAR TWO; \$97,000.00 FOR YEAR THREE; AND \$105,000.00, FOR 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



Kristi Baird
Assistant Director of
Beacon Communities

REQUESTED ACTION:

Consideration and approval regarding Resolution 5758, authorizing the award of a contract for apartment marketing services to United Advertising Publications, Inc. dba ForRent.com for an annual cumulative amount not to exceed \$70,000.00 for year one; \$85,000.00 for year two; \$97,000.00 for year three; and \$105,000.00 for 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 apartment marketing services is not expected to exceed an annual cumulative amount of \$70,000.00 for year one; \$85,000.00 for year two; \$97,000.00 for year three; and \$105,000.00 for years four and five. The cost for this service will be funded by the approved operating budgets.

SUMMARY:

SAHA requires the services of a company to provide apartment marketing services in order to promote, market, and increase visibility to potential renters of properties in the Beacon Communities portfolio.

On July 26, 2017, SAHA issued a "Request for Proposals" (RFP) #1705-915-03-4660 for Apartment Marketing Services, which closed on August 16, 2017. The RFP was published on SAHA website, Electronic State Business Daily (ESBD), La Prensa, the Hart Beat, posted on NAHRO, Public Purchase and direct solicited to 24 companies. Two proposals were received in response to the RFP: Bethany East PR & Mgmt. Consulting (AABE, ESBE, MBE, SBE), and United Advertising Publications, Inc. dba ForRent.com. Both proposals were evaluated on the following criteria: experience, financial viability, marketing plan, fees and compensation, and strength of the Section 3 and SWMBE Plans. Based on the above, we are recommending the contract award to United Advertising Publications, Inc. dba ForRent.com, the highest rated responsive and responsible proposer.

United Advertising Publications, Inc. dba ForRent.com was established in 1982 and is headquartered in Norfolk, Virginia, with a field office location in San Antonio, Texas. They provide a portfolio of apartment information solutions and services for both renters and property managers. They have five apartment listing services targeting every stage of a renter's life:

ForRent.com®, AFTER55.com®, CorporateHousing.com™, ForRentUniversity.com® and ForRent.com en Español. Additionally, digital photography, professional videography, and video tours that allow the prospect to walk through the floor plan are used for advertising. United Advertising Publications, Inc. dba ForRent.com has provided this service to SAHA since April 2009. Their client list includes many private and public Texas apartment communities to include: Alpha Barnes Real Estate Services, Capstone Real Estate Services, Homespring Residential Services, Implicity Management Company, Lincoln Property Company, Pinnacle Property Management Services, and United Apartment Group. This vendor's Section 3 Good Faith Effort Plan includes a 30% goal for Section 3 new hires. SAHA's Section 3 Coordinator will be working with this vendor to identify areas they may assist SAHA in its Section 3 endeavors.

CONTRACT OVERSIGHT

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

STRATEGIC GOAL

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

ATTACHMENTS:

Resolution 5758
Company Profile
Scoring Matrix
Ad list
Fact Sheet

**San Antonio Housing Authority
Resolution 5758**

RESOLUTION 5758, AUTHORIZING THE AWARD OF A CONTRACT FOR APARTMENT MARKETING SERVICES TO UNITED ADVERTISING PUBLICATIONS, INC. DBA FORRENT.COM FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$70,000.00 FOR YEAR ONE; \$85,000.00 FOR YEAR TWO; \$97,000.00 FOR YEAR THREE; AND \$105,000.00, FOR YEARS FOUR AND FIVE; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on July 26, 2017, SAHA issued a "Request for Proposals" (RFP) #1705-915-03-4660 for Apartment Marketing Services which closed on August 16, 2017; and

WHEREAS, two proposals were received in response to the RFP; and

WHEREAS, United Advertising Publications, Inc. dba ForRent.com was the highest rated responsive and responsible proposer; and

WHEREAS, the cost for apartment marketing services is not expected to exceed an annual cumulative amount of \$70,000.00 for year one; \$85,000.00 for year two; \$97,000.00 for year three; and \$105,000.00 for years four and five. The cost for this service will be funded by the approved operating budgets; 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 5758, authorizing the award of a contract for apartment marketing services to United Advertising Publications, Inc. dba ForRent.com for an annual cumulative amount not to exceed \$70,000.00 for year one; \$85,000.00 for year two; \$97,000.00 for year three; and \$105,000.00 for 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 5th day of October 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

United Advertising Publications, Inc. dba For Rent.com Company Profile

United Advertising Publications, Inc. dba ForRent.com was established in 1982 and is headquartered in Norfolk, Virginia with a field office location in San Antonio, Texas. They provide a portfolio of apartment information solutions and services for both renters and property managers. They have five apartment listing services targeting every stage of a renter's life: ForRent.com, AFTER55.com, CorporateHousing.com, ForRentUniversity.com and ForRent.com en Español. Additionally, digital photography, professional videography, and video tours that allow the prospect to walk through the floor plan are used for advertising. Last year, the company discontinued its printed free advertisement booklet which had been distributed to various locations throughout San Antonio to include HEB grocery stores. They now only provide their services online.

United Advertising Publications, Inc. dba ForRent.com has provided this service to SAHA since April 2009. Their client list includes many private and public Texas apartment communities to include: Alpha Barnes Real Estate Services, Capstone Real Estate Services, Homespring Residential Services, Implicity Management Company, Lincoln Property Company, Pinnacle Property Management Services, and United Apartment Group.

Scoring Matrix - Initial
Apartment Marketing Services for Beacon Communities
1705-915-03-4660

Criterion Description	Max Points Weight	Bethany East PR & Mgmt Consulting	For Rent.com
Relevant Experience	1-5 25%		
Rater 1		2.00	4.00
Rater 2		2.00	4.00
Rater 3		1.00	5.00
Total Score		5.00	13.00
Average Score		1.67	4.33
Weighted Score		0.42	1.08
Financial Viability:	1-5 10%		
Rater 1		2.00	0.00
Rater 2		2.00	3.00
Rater 3		2.00	1.00
Total Score		6.00	4.00
Average Score		2.00	1.33
Weighted Score		0.20	0.13
Marketing Plan:	1-5 20%		
Rater 1		2.00	4.00
Rater 2		2.00	4.00
Rater 3		2.00	4.00
Total Score		6.00	12.00
Average Score		2.00	4.00
Weighted Score		0.40	0.80
Price Proposal:	1-5 20%		
Total Score		2.33	5.00
Weighted Score		0.47	1.00
Strength of SWMBE Plan:	1-5 10%		
Rater 1		2.00	1.00
Rater 2		2.00	2.00
Rater 3		1.00	0.00
Total Score		5.00	3.00
Average Score		1.67	1.00
Weighted Score		0.08	0.05
Strength of the Section 3 plan:	10%		
Rater 1		4.00	1.00
Rater 2		3.00	1.00
Rater 3		3.00	1.00
Total Score		10.00	3.00
Average Score		3.33	1.00
Weighted Score		0.17	0.05
Section 3 Preference: A firm may qualify for Section 3 status for up to an additional 5 points.#			
Category 1: As detailed in Attachment E	5 (.25)		
Category II: As detailed in Attachment E	4 (.2)		
Category III: As detailed in Attachment E	3 (.15)		
Category IV: As detailed in Attachment E	2 (.1)		
Total Weighted Score		1.73	3.12

Advertisement List
Solicitation # 1705-915-03-4660
APARTMENT MARKETING

Entity	Contact Name	Email	Method of Contact(Specify)
African American Chamber of Commerce of San Antonio	Lou Miller	blackchamber@aol.com	
Alamo Asian American Chamber of Commerce	Elva Adams	elva.adams@wellsfargo.com	
Alamo City Black Chamber Of Commerce	Bede Ramcharan	info@alamocitychamber.org	
American Council of Engineering Companies - San Antonio (ACEC-SA)	Anne Whittington	anne@acectx.org	
American Institute of Architects	Paula	paula@aiasa.org	
American Subcontractors Association	Jennifer Swinney	jennifer@asasanantonio.org	
Associated Builders and Contractors S. Texas Chapter	Steve Schultz	steve@abcsouthtexas.org	
Builders Exchange	Jeannette Olguin	jeannette@virtualbx.com	
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	Clark Mosely	cmosley@goodwillsa.org maguilar@goodwillsa.org	
Greater San Antonio Builders Association	Kristi Sutterfield	ksutterfield@sabuilders.com	
The San Antonio Chamber of Commerce	Julie Oltersdorf	julieo@sachamber.org	
Hispanic Contractors Association de San Antonio	Clarissa Perez Dave Sanchez	exdir@hcadesa.org admin@hcadesa.org dave@hcadesa.org	
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	

**Advertisement List
Solicitation # 1705-915-03-4660
APARTMENT MARKETING**

Entity	Contact Name	Email	Method of Contact(Specify)
Real Estate Council of San Antonio	Martha Mangum	martham@recsanantonio.com	
SAABE	Melodie	mg.assoc.mgmt@gmail.com	
San Antonio Board of Realtors	Suzanne	Suzanne@sabor.com	
SA Chapter of the Associated General Contractors	Dana Marsh	sanantonioagc@gmail.com	
San Antonio Hispanic Chamber of Commerce	Ramiro Cavazos	ramiroc@sahcc.org mariyaf@sahcc.org	
San Antonio Masonry Contractors Association	Debbie Mason	samca@satx.rr.com	
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	
South Central Regional Certification Agency	Julio Fuentes	jfuentes@sctrca.org	
South San Antonio Chamber of Commerce	Al Arreola Jr	al@southsa.org	
Southwest Minority Supplier Diversity Council	Robert Casas	smsdc@smsdc.org	
Surety Association of South Texas, Inc.	Jim Swindle	jim@alamobonds.com	
Texas Society of Professional Engineers	Laura Campa	meghan@tspe.org jennifer@tspe.org	
TIBH Industries	Robert Olivo	robertolivo@tibh.org	
UTSA Minority Business Center	Orestes Hubbard	orestes.hubbard@utsa.edu jennifer.mort@utsa.edu	
UTSA Procurement Technical Assistance Center	Terri Williams	ptac@utsa.edu	
West San Antonio Chamber of Commerce	Julie Jimenez	info@westsachamber.org julie@westsachamber.org	
Women's Business Enterprise NAHRO	Avery Smith	bids@wbea-texas.org	
Public Purchase	Web Site	http://nahro.economicengine.com	
Texas ESD	Web Site	www.publicpurchase.com	
North San Antonio Chamber of Commerce	Web Site	https://portal.cpa.state.tx.us/ https://northsachamber.chambermaster.com	
HUBS on CMBL			
BRIGHTLEAF CROUP INC.		Jane.scott@brightleafgroup.com	
CERES PUBLISHING SERVICES		CJOHNSON@CERES-LLC.COM	
CREATIVE CIVILIZATION		GGIRARD@CREATIVECIVILIZATION.COM	
DELAUNE AND ASSOCIATES, INC.		AMY@DELAUNE.COM	
DOS LOBOS ANAYLTICS LLC		ELACARD@AOL.COM	
ESD, LIMITED		SANDRA@HILWELL.COM	
INTERLEX COMMUNICAITONS		JULIA@ULIAROBINSON.COM	

Advertisement List
Solicitation # 1705-915-03-4660
APARTMENT MARKETING

Entity	Contact Name	Email	Method of Contact(Specify)
Section 3 Bidders			
SPIROS REALTY LLC	210-375-0707	WALDRONJOHN@SBCGLOBAL.NET	
ORION REAL ESTATE SERVICES	713-622-5844	LFERNANDEZ@ALLIED-ORION.COM	
HOMESPRING RESIDENTIAL SERVICES	210-682-1500	GINGERMILLER@HOGANRE.COM	
Direct Solids			
Rent.com	Chelsea Kneeland	Ckneeland@rentpath.com	
ForRent.com	Fran Heard	fran.heard@forrent.com	
Apartment Data Services LLC, ApartmentData.com	Cindi Bewley	cindi@apartmentdata.com	
Apartment.com Apartmentfinder.com	Nobi Saenz	nsaenz@costar.com	
Apartmentguide.com		sales@rentpath.com	
affordablehousingonline.com		Info@apartmentsmart.com	
Speed lancer.com		SUPPORT@SPEEDLANCER.COM	
Turn Around enterprises		Jeremy.raglin@gmail.com	
Devlin, Ilene IW & Associates		ilened@me.com	
Michael Alber		mike@alber9989@gmail.com	
Edward Condran		Edwardcondran@gmail.com	
Leslie Thompson Marketing		Leslie@lesliejthompson.com	
Ashley Festa communications		Ashley@ashleyfesta.com	

Beacon Communities

Marketing Services Fact Sheet

Below are the services provided by our current marketing contractor:

1. Easy to find and use - marketing services provides online listings to include:
 - unlimited floorplans and photos
 - SEO content
 - promotional text
 - community features, amenities, rents, deposits, lease terms
 - Google maps
 - local schools and nearby neighborhoods
 - The current site offers:
 - Intuitive search criteria allowing consumer to narrow their search
 - Further targeting with After55.com (elderly housing), ForRentUniversity.com (student housing), and ForRentEspañol.com (spanish speakers/readers)
2. Video Tours- included with Premier Plus or can add-on w/ other specific packages
 - montage video- streaming video produced with still images
3. Digital Community Photography- provided
4. Enhanced advertising on Top Real Estate search portals
 - currently listings appear on Homes.com when consumers search for “rental properties”
 - Listing Syndication- partners with other websites to generate extensive exposure
5. Ad Tracking
 - provides tracking for guest hits and telephone calls
 - calls are recorded and tracked separately and provides reports through Dashboard, accessible by managers at any time.

Why do we use Marketing Services?


1. Generate leads - This increases our occupancy and is reflected in our occupancy rates compared to the market average.
2. Reputation - Staying competitive in the multifamily industry requires keeping communities accessible to apartment hunters and in search options.
3. Basic qualifying - Renters typically know what they're looking for and have done their research before arriving at the property. By listing amenities and criteria they know if our community will meet their needs and if we can meet theirs.

Benefits of utilizing a proven professional:

1. They provide detailed reporting, which allows us to determine how, and potentially when, to swap communities that we're marketing.
2. They are a known name in the industry and perform their own marketing campaigns to drive consumers to their site.

MEMORANDUM

To: Board of Commissioners

From: David Nisivoccia, President and CEO 

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

RE: Procurement Activity Report

SUMMARY:

Current Solicitations: There is currently one Request for Qualifications and one Quick Quote being advertised. The Request for Qualification is to seek Artists for the Phillis Wheatley Park Project; and the Quick Quote being advertised is for the Purchase and Installation of Vertical Packaged Terminal Air Conditioning Units.

Closed/Pending Solicitations: There are ten solicitations that have closed and are currently being evaluated. The ten solicitations include: HUD Legal and Consulting Services; Freelance Writer; Homestead Apartments Wall and Sign Replacement; Landscape Architect Services; Pest Control Services for Various SAHA Properties; Providers of Urgent Care Services, Physicals, and Alcohol & Drug Testing Services; Underground Utility Locating Services; Translation and Interpreter Services; Secure Mirasol and Wheatley Area Houses; and Select Maintenance Staff Services.

Solicitations in Development: Procurement is currently working on a number of solicitations for advertisement. These include: Unit Make Ready Services - Public Housing; Fire Safety Control Systems Inspection, Testing and Repairs; Board Room Audio/Visual Upgrades and Renovations; Carpet Replacement and Installation Services; Automatic Door Maintenance and Repair; Automatic Gate Maintenance and Repair; Printing Services; Public Relations Consulting Services; Jobs Plus Program Management Consultant Services; Media Monitoring Solution Services; Physical Needs Assessment; Automated Fraud Hotline Services; Demolition Services for Infill Properties; Boiler Replacement for Lila Cockrell; Cross Creek Burned Unit Rehabilitation (rebid); Public Relations Firm for DSNR Initiatives; Developer for Culebra Road Property; Website Redesign Services and Cloud Hosting; Printing Services; Broadband Feasibility Study; Credit Building Consultant for Public Housing Residents; Resurfacing Services; Property Management Software (re-solicitation); Purchase of Two Pickup Trucks for Beacon Communities; and, Disaster Mitigation Services.

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 September 25, 2017

Solicitations Currently being Advertised				
SAHA Department	Type	Solicitation Name	Bidders Conference	Closes
Public Housing	QQ	Purchase and Installation of Vertical Packaged Terminal Air Conditioning Units	N/A	10/2/2017
DSNR	RFQ	Artists for Phillis Wheatley Park	10/6/2017	10/18/2017
Solicitations Under Evaluation				
SAHA Department	Type	Solicitation Name	Date Closed	Status
DSNR	RFQ	Residential Real Estate Appraisal Services	7/25/2017	Board Meeting 10/05/2017
Construction Services	IFB	Purchase, Installation, Maintenance, and Repair of Residential Style HVAC Systems	8/10/2017	
Beacon Communities	RFP	Apartment Marketing	8/16/2017	
Construction Services	N/A	Expenditure of Additional Funds for Victoria Plaza Modernization	N/A	
Construction Services	US Communities	HVAC Products, Installation, Services and Related Products and Services	N/A	Procurement Evaluation Due Diligence Negotiation
Construction Services	US Communities	Roof Repair and Replacement at Escondida Apartments	N/A	
Construction Services	US Communities	Roof Repair and Replacement at Morris C. Beldon Apartments	N/A	
DSNR	RFQ	Landscape Architect Services	7/20/2017	
Risk Management	QQ	Providers of Urgent Care Services, Physicals, and Alcohol & Drug Testing Services	7/28/2017	
Public Affairs	QQ	Freelance Writer	8/10/2017	
Public Housing	QQ	Homestead Apartments Wall and Sign Replacement	8/22/2017	
Human Resources	QQ	Select Maintenance Staff Services	8/28/2017	
Legal Services	RFP	HUD Legal and Consulting Services	8/28/2017	
DSNR	QQ	Secure Mirasol and Wheatley Area Houses	8/31/2017	
Construction Services	IFB	Underground Utility Locating Services	9/7/2017	
Public Relations	QQ	Translation and Interpreter Services	9/13/2017	
Public Housing	IFB	Pest Control Services for Various SAHA Properties	9/22/2017	
QQ Awarded under \$50,000.00				
SAHA Department	Type	Solicitation Name	Vendor	Award Amount
Public Housing	QQ	Grief and Bereavement Counselors (Re-bid)	South Texas Liberty Alliance Group	\$50,000.00
Public Relations	QQ	Graphic Design and Web Administrator	Blonde Creative, LLC	\$46,800.00
Public Housing	QQ	Replace Roof at 8413 Maple Ridge	Tilmon D King dba 24/7 Lawn and Hauling Service	\$5,200.00
General Services	QQ	Purchase and Installation of Custom Work Station and Associated Repairs	Commercor, LLC	\$13,750.00
DSNR	QQ	Video Construction Surveillance & Monitoring Services	Pro-Vigil, Inc.	\$11,456.34

Future Solicitations		
SAHA Department	Solicitation Name	Projected Release Date
Asset Management	Physical Needs Assessment	October 2017
Beacon Communities	Property Management Software (re-solicitation)	October 2017
	Purchase of Two Pickup Trucks	October 2017
Community Development Initiatives (CDI)	Jobs Plus Program Management Consultant Services	October 2017
	Broadband Feasibility Study	October 2017
Construction Services	Fire Safety Control Systems Inspection, Testing and Repairs	September 2017
	Boiler Replacement at Lila Cockrell	October 2017
	Cross Creek Burned Unit Rehabilitation (re-bid)	October 2017
DSNR	Demolition Services for Infill Properties	Co-op
	Public Relations firm for DSNR Initiatives	October 2017
	Developer for Culebra Road Property	October 2017
Innovative Technology	Board Room Audio/Visual Upgrades and Renovations (re-bid)	October 2017
Public Affairs	Public Relations Consulting Services	September 2017
	Printing Services	September 2017
	Website Redesign Services and Cloud Hosting	October 2017
	Media Monitoring Solutions	October 2017
	Printing Services	November 2017
Public Housing	Credit Building Consultant for Public Housing Residents	September 2017
	Carpet Replacement and Installation Services	October 2017
	Automatic Door Maintenance and Repair	November 2017
	Automatic Gate Maintenance and Repair	November 2017
	Resurfacing Services	November 2017
	Unit Make Ready Services for Public Housing	November 2017
Regulatory Oversight	Automated Fraud Hotline Services	September 2017
Risk Management	Disaster Mitigation Services	Co-op

To: Board of Commissioners

Date: October 5, 2017

From: Charles Clack, Committee Chair, Resident Services Committee

Subject: Update and discussion regarding the September 21, 2017, Resident Services Committee Meeting

A Resident Services Committee meeting was held on Thursday, September 21, 2017. Attendees included Committee Chair Charles Clack, Commissioner Marie R. McClure, Commissioner Jessica Weaver, SAHA President and CEO David Nisivoccia and SAHA staff. The meeting was attended by 15 Legacy on O'Connor Apartment residents.

The following topics were discussed at the committee meeting:

Update and discussion regarding the Elderly and Disabled Services (EDS) Program

Mr. Adrian Lopez, Director of Community Development Initiatives, stated that 637 community activities have been hosted through the first half of 2017, and his staff is meeting expectations for the objective to improve quality of life for residents. Mr. Lopez provided accomplishments achieved in providing access to resources and non-SAHA programs to seniors such as the HOPE (Healthy Options Program for the Elderly) which services 836 residents and the Supplemental Nutrition Programs, which serves 234 residents. The targets have either been exceeded or met. Regarding the objective to improve resident knowledge, SAHA staff has conducted health and resource fairs, smart cooking classes and diabetic classes for the residents; however, Mr. Lopez reported the department is a little short of meeting their goal. Mr. Lopez also provided figures regarding the objective of facilitating residents to achieve independent living and stated 1,416 EDS residents have been assessed; 143 senior residents received angio screens; and 18 residents received mammograms.

Update and discussion regarding Victoria Plaza Relocation and Case Management

Mr. Lopez and Brandee Perez, Director of Federal Housing Programs, provided an update regarding the relocation of residents and said that currently 114 residents have relocated, 10 residents have accepted housing elsewhere, and 23 are pending relocation. The set deadline for relocation is October 31, 2017, and through coordinated efforts it is projected that all residents will be relocated by the end of September 2017.

Mr. Lopez also said the on-site case manager has been working closely with property management to ensure a seamless transition and to ensure the residents continue to receive the services they currently have. The majority of needs that have been identified to date, include the following: locating a new doctor; obtaining a new provider; transferring medication to the nearest accessible pharmacy; coordinating meal services, commodities, and community resources; and coordinating transportation options.

Update and discussion regarding the Client Services Area Expansion

Ms. Perez informed the Committee of the expansion of client services. SAHA owns and manages approximately 6,000 Public Housing units and administers 13,000 Section 8 vouchers. The Client Services Department receives a high volume of calls, averaging 2,425 per month in 2017. On June 5, 2017, the Assisted Housing Programs (AHP) Department and Public Housing (PH) Department unified under the Director of Federal Housing Programs (FHP) to actively work to improve daily client services and address the issues presented by all program participants. The addition of an Assistant Client Services Manager position dedicated to Public Housing clients, will allow the FHP department to expand effective client service strategies to both programs.



To: Board of Commissioners

Date: October 5, 2017

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

Subject: Update and discussion regarding the September 21, Operations and Choice Neighborhood Committee Meeting

An Operations and Choice Neighborhood Committee meeting was held on Thursday, September 21, 2017. 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:

Presentation

Mr. Omar Gonzales, Director of Real Estate for Hemisfair presented on the redevelopment of the Hemisfair Park Area and Timothy E. Alcott, Real Estate and Legal Services Officer presented on SAHA developments around the Hemisfair Park area.

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

Mr. Adrian Lopez, Director of Community Development Initiatives, reported on updates and accomplishments of the Safety-Byrne Grant, Community Engagement Patrols, Group Violence Intervention, Jobs Plus East programs, as well as, Choice Resident training and health metrics.

Ms. Lori Hall, Assistant Director of Real Estate and Homeownership, provided information and updates regarding the Infill Properties and the Owner-Occupied Rehabilitation Program in the Wheatley Choice Neighborhood.

Ms. Arrie Porter, Senior Manager of Choice Neighborhood Program, provided visual slides regarding the Wheatley Choice CCI Strategies. The slides included information and updates concerning the twelfth facade award, the draft urban farm layout, and the neighborhood's beautification program.

Consideration and appropriate action regarding Resolution 5760, approving the issuance of San Antonio Housing Facility Corporation's Promissory Note to Frost Bank in an amount not to exceed \$7,000,000.00 to refinance existing debt on Monterrey Park and to finance capital repairs and improvements to Monterrey Park Apartments and La Providencia Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith

The motion was approved.



Consideration and appropriate action regarding Resolution 5759, in support of authorizing the Chief Executive Officer of the Housing Authority of the City of San Antonio to transfer real estate to the San Antonio Housing Facility Corporation and dissolve and terminate the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation, in accordance with the Texas Business Organizations Code
The motion was approved.

Consideration and approval regarding Resolution 5739, authorizing the award of contracts for pest control services for Beacon Communities to Pest Management, Inc. (DBE) and Pest Shield Pest Control, Inc. (Section 3 Business) for an annual cumulative amount not to exceed \$220,000.00 for year one, \$260,000.00 for year two, \$325,000.00 for year three, and \$365,000.00 for years four and five; both for a period of one year with the option to renew up to four additional one-year terms
The motion was approved.

Consideration and appropriate action regarding Resolution 5752, authorizing the award of contracts to John Blackburn Appraisals, T.C. Doctor & Associates, Inc. dba Multi-Housing Appraisal Associates, and Valbridge Property Advisors / Dugger, Canaday, Grafe, Inc. dba Valbridge Property Advisors / San Antonio for residential real estate appraisal services for an annual cumulative amount not to exceed \$150,000.00; for a period of one year with the option to renew up to four additional one-year terms
The motion was approved.

Consideration and appropriate action regarding Resolution 5753, authorizing the award of contracts for purchase, installation, maintenance, and repair of residential style HVAC systems to Premier Comfort Air Conditioning & Heating, Inc. (DBE, ESBE, HABE, MBE, SBE, WBE), Temp Tex Air Conditioning, Heating, EMS Controls, LLC (HABE), and Way Engineering, Ltd, for an annual cumulative amount not to exceed \$1,200,000.00; for a period of one year with the option to renew up to four additional one-year terms
The motion was approved.

Consideration and appropriate action regarding Resolution 5755, authorizing the award of a contract for HVAC products, installation, services and related products and services to Trane U.S., Inc., through the U.S. Communities Government Purchasing Alliance, for an annual cumulative amount not to exceed \$1,000,000.00; for a period of one year with the option to renew up to four additional one-year terms
The motion was approved.



Consideration and appropriate action regarding Resolution 5754, authorizing the award of a contract for roof repair and replacement at Escondida Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$149,575.00

The motion was approved.

Consideration and appropriate action regarding Resolution 5756, authorizing the award of a contract for roof repair and replacement at Morris C. Beldon Apartments to Garland/DBS, Inc., through the U.S. Communities Government Purchasing Alliance, for an amount not to exceed \$205,686.00

The motion was approved.

Consideration and appropriate action regarding Resolution 5757, authorizing the expenditure of additional funds to Durand Hollis Rupe Architects (DHR) for additional architectural services needed for the Victoria Plaza Modernization for an amount not to exceed \$183,449.00

The motion was approved.

Consideration and appropriate action regarding Resolution 5758, authorizing the award of a contract for apartment marketing services to United Advertising Publications, Inc. dba ForRent.com for an annual cumulative amount not to exceed \$70,000.00 for year one; \$85,000.00 for year two; \$97,000.00 for year three; and \$105,000.00 for years four and five; for a period of one year with the option to renew up to four additional one-year terms

The motion was approved; however, the Board is requesting additional information before the motion for approval is considered at the full Board meeting.

Update and discussion regarding Beacon Capital Projects

Kristi Baird, Assistant Director of Beacon Communities, provided an update on the Woodhill Apartments, Cottage Creek Apartments and Courtland Heights Apartments capital projects.

Update and discussion regarding San Antonio Housing Authority's Assisted Housing Programs Scorecard for Fiscal Year 2016-2017

Brandee Perez, Director of Federal Housing Programs, reported that staff has completed an AHP Scorecard review for the Fiscal Year (FY) 2016-2017, and reported an average score of 94% and High Performer status for the year.

President's Report

October 5, 2017

Habitat for Humanity Building Event

On Friday, October 13, 2017, SAHA will have 25 employees at a construction site to assist in building a home for Victoria Rodriguez. Ms. Rodriguez, a single parent, is a beneficiary of the home through the Habitat for Humanity program and has been a current Public Housing client since 2000. The program selects beneficiaries that meet the qualifications and invest several hours of "sweat equity". The home will be in the Lenwood Heights subdivision (off of Acme road adjacent to Bethel UMC Church). SAHA personnel will be rewarded with seeing their hands-on assistance be a part of creating a home for a client of the agency.

Meet the Rodriguez Family...



Name: Victoria P. Rodriguez
Employer: Baird Law , PLLC
Preferred Language: English
Children/Dependents:
Joseph Anthony — 22yrs old

The Rodriguez family is excited about being part of the home buying program and for the opportunity to become homeowners. " I have been a single parent for many years and have also paid rent for many years. It will wonderful to call the Habitat house my own home. Plus I have heard many good things about Habitat. Thank you Habitat for giving me this opportunity. We are very happy!" Thank you.

SAHA Health Fair

The SAHA Health Fair was held on Tuesday, September 26, 2017. Over 100 employees attended, most receiving a flu shot provided by HEB Pharmacies. In addition to information from various vendors, participants were also able to participate in virtual and learning experiences through the Texas Alcoholic Beverage Commission (TABC). An opportunity to compare your chronological age against your “fit” age was also provided. Several employees won great prizes through a raffle held at the end of the event.

SAHA’s Hispanic Heritage Month Activities

SAHA will host a potluck luncheon with side dishes representing the diverse and varied tastes of Texas and Central and South America. The event, scheduled for mid-day on Friday, October 6, 2017, will provide an opportunity to learn and read brief bios on several prominent Hispanics, many with ties to SAHA. Salsa, Tejano and other Latin-themed music will be playing and a new twist on the Loteria game is in store. Additionally, the weekly employee newsletter will provide information on city-wide events held in conjunction with Hispanic Heritage Month.

Westside Reinvestment Initiative

Beginning in October, the Westside Development Corporation will invite Palm Lake and Sunflower property owners to monthly meetings. An update of the Westside Reinvestment Initiative project will be provided during the October 19, 2017, Operations and Choice Neighborhood Committee meeting.

Bi-annual EIF Garage Sale

In support of the Educational Investment Foundation Scholarships, the bi-annual EIF Garage Sale will be hosted at the SAHA Central Office on November 4, 2017, from 8:00 a.m. to 2:00 p.m. The garage sale event will include food trucks, face-painting, chalk art, music and raffle prizes.

2017 EIF Golf Tournament

The Education Investment Foundation hosted the 2017 EIF Golf Tournament on September 15, 2017. The golf tournament was held at the Silverhorn Golf Course and had an entry of twenty-four teams (nearly 100 participants). EIF is proud to announce that the golf tournament raised over \$27,000.

Outstanding Risk Control Program

SAHA received an award from the HAI Group, an insurance company that serves public and affordable housing communities. Recognized as a “Four Star” Outstanding Risk Control Program Performer, SAHA is one of twelve public housing authorities in the country, represented by HAI, to receive this achievement. The HAI Group Risk Control Committee recognizes risk control programs in accordance with their Risk Action Management (RAMP) Program. The program outlines risk management standards, that if implemented, achieve a high level of risk management and risk reduction

- Risk Awareness
- Risk Control Administration
- Preventive Maintenance Program
- Risk Management Training and Education
- Business Continuity Plan

In addition to the award, SAHA received a Risk Control Dividend in the amount \$27,246.57.



Four Star Performer

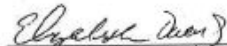
presented to

Housing Authority of the City of San Antonio, TX

Presented by



September 2017


Elizabeth Owens, Director
Risk Control & Consulting

ConnectHome hosts Mr. Jogchum Poodt, ConnectHome Manager, HUD Office of Public Housing Investment

The U.S. Department of Housing and Urban Development's (HUD's) ConnectHome program team visited the San Antonio Housing Authority last week. Mr. Jogchum Poodt, Connect Home Manager from the Office of Public Housing Investments, and Albert Solorzano, San Antonio HUD Field Officer, met with SAHA, ConnectHome partners and local organizations on Sept. 18-20 to evaluate San Antonio's ConnectHome model and discuss the initiative's progress. During a convening with partners including GoogleFiber, T-Mobile, AT&T, the Federal Reserve Bank of Dallas, and the San Antonio Public Library, leaders discussed challenges and accomplishments and presented their Year 3 goals.

San Antonio's ConnectHome program enters its third year beginning October 2017 and was one of the first 28 pilot sites nationwide. HUD representatives also highlighted San Antonio's program as a national model.

Homebuyer Readiness Classes

On September 6, 2017, twenty-eight eager participants attended the SAHA Homebuyer Readiness Orientation classes conducted by the SAHA Homeownership team. Workshop #1 was held on September 9, 2017, and forty-six people were in attendance. Workshop #2, in Series 11, is scheduled for Saturday, October 14, 2017, and currently there are 52 participants who have enrolled. The participants attending Workshop #2 will be eligible to graduate from the program. To date, a total of 247 participants have graduated from the Homebuyer Readiness program.



BOARD OF DIRECTORS



San Antonio Housing
Opportunity Corporation
October 5, 2017



Creating Dynamic Communities Where People Thrive

BOARD OF DIRECTORS

Director Morris A. Stribling, DPM	Director Charles R. Muñoz	Director Thomas F. Adkisson	Director Francesca Caballero	Director Charles Clack	Director Marie R. McClure	Director Jessica Weaver
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**San Antonio Housing Opportunity Corporation
Board Meeting
818 S. Flores St., San Antonio, TX, 78204
1:00 p.m., Thursday, October 5, 2017**

1. Meeting called to order

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

2. Consideration and approval regarding Resolution 17SAHOC-09-21, in support of authorizing the Chief Executive Officer of the Housing Authority of the City of San Antonio to transfer real estate to the San Antonio Housing Facility Corporation and dissolve and terminate the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation, in accordance with the Texas Business Organizations Code (Timothy E. Alcott, Real Estate and Legal Services Officer)

3. 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.”

BOARD OF DIRECTORS
San Antonio Housing Opportunity Corporation

RESOLUTION 17-SAHOC-09-21, IN SUPPORT OF AUTHORIZING THE CHIEF EXECUTIVE OFFICER OF THE HOUSING AUTHORITY OF THE CITY OF SAN ANTONIO TO TRANSFER REAL ESTATE TO THE SAN ANTONIO HOUSING FACILITY CORPORATION AND DISSOLVE AND TERMINATE THE SAN ANTONIO HOUSING OPPORTUNITY CORPORATION, A TEXAS NONPROFIT CORPORATION, IN ACCORDANCE WITH THE TEXAS BUSINESS ORGANIZATIONS CODE.



David Nisivoccia
President and CEO



Timothy E. Alcott
Real Estate and Legal Services Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 17-SAHOC-09-21, in support of authorizing the Chief Executive Officer of the Housing Authority of the City of San Antonio to transfer real estate to the San Antonio Housing Facility Corporation and dissolve and terminate the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation, in accordance with the Texas Business Organizations Code.

FINANCIAL IMPACT:

Minimal.

SUMMARY:

The San Antonio Housing Opportunity Corporation (SAHOC) and the San Antonio Housing Facility Corporation (SAHFC) are component units of the Housing Authority of the City of San Antonio, Texas (SAHA).

SAHOC was formed under Texas law on April 9, 1992, as a nonprofit corporation and was created to own two small apartment complexes at 131 Claremont and 401 Warren in San Antonio that consists of a total of 11 dwelling units and a community room. The legal entity owning the complexes has lay dormant and has been without activity.

SAHA has authorized the CEO to transfer all ownership and interest in the property at 131 Claremont and 401 Warren in San Antonio that consists of a total of 11 dwelling units and a community room from the SAHOC to the SAHFC, which manages a number of SAHA's properties and has a board that mirrors SAHA, and dissolve and terminate the SAHOC, in accordance with applicable provisions of the Texas Business Organizations Code (the "Code").

The recommended measures provide for the distribution of all the SAHOC's assets and the complete termination and winding up of the SAHOC in accordance with the Code.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 17-SAHOC-09-21

**San Antonio Housing Opportunity Corporation
Resolution 17SAHOC-09-21**

RESOLUTION 17SAHOC-09-21, RESOLUTION IN SUPPORT OF AUTHORIZING THE CHIEF EXECUTIVE OFFICER OF THE HOUSING AUTHORITY OF THE CITY OF SAN ANTONIO TO TRANSFER REAL ESTATE TO THE SAN ANTONIO HOUSING FACILITY CORPORATION AND DISSOLVE AND TERMINATE THE SAN ANTONIO HOUSING OPPORTUNITY CORPORATION, A TEXAS NONPROFIT CORPORATION, IN ACCORDANCE WITH THE TEXAS BUSINESS ORGANIZATIONS CODE

Pursuant to the Texas Business Organizations Code (Code), the undersigned hereby agree to and adopt the following resolutions:

WHEREAS, the San Antonio Housing Opportunity Corporation, a Texas nonprofit corporation (the "SAHOC") has existed under Texas law since April 1992; and

WHEREAS, at the time of the SAHOC's formation, a governing body was formed and owned two apartment complexes at 131 Claremont and 401 Warren in San Antonio; and

WHEREAS, since 1992, the legal entity owning the two apartment complexes has lay dormant and been without activity; and

WHEREAS, SAHOC currently has no active Board of Directors (Directors); and

WHEREAS, the undersigned desire to serve as the Directors of the SAHOC and elect officers of the SAHOC and authorize SAHA's Chief Executive Officer (CEO) to transfer the real estate assets of the SAHOC to the San Antonio Housing Facility Corporation and dissolve and terminate the SAHOC in accordance with the Code; and

NOW THEREFORE, BE IT RESOLVED, that the undersigned consent to serve and are hereby appointed as Directors of the SAHOC:

Class I Directors: Commission Charles Clack and Commissioner Marie R. McClure

Class II Director: Commissioner Morris A. Stribling, DPM

Class III Directors: David Nisivoccia, Muriel Rhoder, and Ed Hinojosa

FURTHER RESOLVED, that the following named individual is elected as an officer of the SAHOC (Officer) and shall serve until his successor is elected and qualified:

Morris A. Stribling, DPM - President and Chairman of the Board

FURTHER RESOLVED, that the CEO be, and hereby is, authorized, empowered, and directed, in the name and on behalf of the SAHOC, to take action to transfer the real estate assets of the SAHOC to the San Antonio Housing Facility Corporation; and

FURTHER RESOLVED, that the SAHOC shall authorize the CEO of SAHA to cease doing business, wind-up, liquidate, dissolve and terminate the existence of the SAHOC in an orderly manner in accordance with the applicable provisions of the Code; and

FURTHER RESOLVED, that the CEO be, and hereby is, authorized, empowered, and directed, in the name and on behalf of the SAHOC, to take action to dissolve and terminate the SAHOC in accordance with the Code; and

FURTHER RESOLVED, that this consent may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument; provided, further, that facsimile, pdf, scanned, j-peg or other digital signatures are acceptable for the execution of this consent and shall be deemed an original signature.

[Signature page directly follows]

Dated effective as of the Effective Date.

DIRECTORS:

Commissioner Charles Clack

Commissioner Marie R. McClure

Commissioner Morris A. Stribling, DPM

David Nisivoccia

Muriel Rhoder

Ed Hinojosa

Passed and approved the 5th day October 2017.

Morris A. Stribling, DPM
Chair, Board of Directors

Attested and approved as to form:

David Nisivoccia
Secretary/Treasurer

BOARD OF DIRECTORS



San Antonio Housing
Facility Corporation
October 5, 2017

BOARD OF DIRECTORS

Chairman Morris A. Stribling, DPM	Vice-Chairman Charles R. Muñoz	Director Thomas F. Adkisson	Director Francesca Caballero	Director Charles Clack	Director Marie R. McClure	Director Jessica Weaver
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**San Antonio Housing Facility Corporation
Board Meeting
818 S. Flores St., San Antonio, TX, 78204
1:00 p.m., Thursday, October 5, 2017**

1. Meeting called to order

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

2. Consideration and approval regarding Resolution 17FAC-09-21, approving the issuance of San Antonio Housing Facility Corporation's (SAHFC) Promissory Note to Frost Bank in an amount not to exceed \$7,000,000.00, to refinance existing debt on Monterrey Park and to finance capital repairs and improvements to Monterrey Park Apartments and La Providencia Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith (Ed Hinojosa, Chief Financial Officer)
3. Consideration and approval regarding Resolution 17FAC-09-22, in support of authorizing the San Antonio Housing Facility Corporation to accept the transfer of ownership of two properties: 131 Claremont, San Antonio, Texas; and 401 Warren, San Antonio, Texas (Timothy E. Alcott, Real Estate and Legal Services Officer)
4. Adjournment

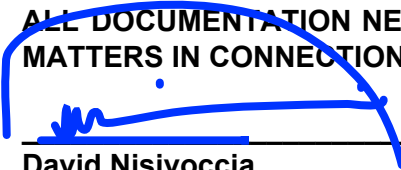
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"Pursuant to § 30.06, Penal Code, (trespass by holder license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed handgun."

"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."

BOARD OF DIRECTORS
San Antonio Housing Facility Corporation

RESOLUTION 17FAC-09-21, APPROVING THE ISSUANCE OF SAN ANTONIO HOUSING FACILITY CORPORATION'S PROMISSORY NOTE TO FROST BANK IN AN AMOUNT NOT TO EXCEED \$7,000,000.00 TO REFINANCE EXISTING DEBT ON MONTERREY PARK AND TO FINANCE CAPITAL REPAIRS AND IMPROVEMENTS TO MONTERREY PARK APARTMENTS AND LA PROVIDENCIA APARTMENTS; AUTHORIZING EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH



David Nisivoccia
President and CEO



Ed Hinojosa
Chief Financial Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 17FAC-09-21, approving the issuance of San Antonio Housing Facility Corporation's Promissory Note to Frost Bank in an amount not to exceed \$7,000,000.00 to refinance existing debt on Monterrey Park and to finance capital repairs and improvements to Monterrey Park Apartments and La Providencia Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith.

Monterrey Park Apartments is a 200 unit, multi-family asset built in 1986, and located at 6060 W. Commerce Street. The property is part of the Beacon Communities portfolio and owned by the San Antonio Housing Facility Corporation (SAHFC). The property is currently encumbered by a first mortgage held by Frost Bank, with an unpaid principal balance of \$1,486,000.00. The mortgage has a fixed interest rate of 3.70% and matures on December 1, 2018. La Providencia Apartments is a 90 unit, multi-family asset built in 1984. The property is part of the Beacon Communities portfolio and owned by the SAHFC. The property is currently unencumbered.

SAHA has received a letter of intent from Frost Bank to provide up to \$7,000,000.00 in financing at either a fixed rate or variable interest rate with an option to fix the rate with an interest rate contract. Current indicative rates are 3.73% for a fixed rate loan and 3.28% with the floating-to-fixed interest rate contract. The actual rate will be set at closing for a term of ten years with a twenty-five year amortization rate. Both properties will serve as collateral for the loan. The loans are being underwritten as bank qualified tax exempt debt. SAHA staff also evaluated financing options through FHA and Freddie Mac; however, the interest rates were approximately 25 to 45 basis points higher than those offered under the Frost Bank proposal.

FINANCIAL IMPACT:

The proposed refinance will increase the mortgage debt on the property; however, significant capital reinvestment is needed to preserve this asset and extend its useful life expectancy. The proposed loan terms require a conservative loan to value of 75% and a debt service coverage ratio of 1.20.

SUMMARY:

The five-year plan for the Beacon Communities Portfolio identified these assets as candidates for refinancing and reinvestment in capital repairs/replacements to extend their useful life. Staff has commissioned an engineer to complete a site and building envelope assessment to quantify the cost and to prioritize the scheduling of repairs. Assuming a loan amount of \$7,000,000.00, net refinancing proceeds are estimated at \$5,147,750 after repayment of existing debt and transaction related costs.

The exact scope of capital repairs/replacements is under review. However, much-needed capital repairs include roof replacement, siding and soffit/trim repairs, HVAC replacement, sidewalks and parking lots repairs, stair and railing repairs, landscaping/drainage enhancement, fencing repairs, and upgrades to site lighting.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENT:

Resolution 17FAC-09-21

**SAN ANTONIO FACILITY CORPORATION
RESOLUTION 17FAC-09-21**

RESOLUTION 17FAC-09-21, APPROVING THE ISSUANCE OF SAN ANTONIO HOUSING FACILITY CORPORATION'S PROMISSORY NOTE TO FROST BANK IN AN AMOUNT NOT TO EXCEED \$7,000,000.00 TO REFINANCE EXISTING DEBT ON MONTERREY PARK AND TO FINANCE CAPITAL REPAIRS AND IMPROVEMENTS TO MONTERREY PARK APARTMENTS AND LA PROVIDENCIA APARTMENTS; AUTHORIZING EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Housing Authority of the City of San Antonio, Texas (SAHA), has, pursuant to the Texas Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (Act), approved and created the San Antonio Housing Facility Corporation, a nonstock, nonprofit public facility corporation (Issuer); and

WHEREAS, the Issuer approved on October 5, 2017, a tax-exempt loan from Frost Bank (Frost) to finance the rehabilitation and improvement of a 200-unit multifamily housing facility located at 6060 W. Commerce Street, San Antonio, Texas, known as Monterrey Park Apartments, and a 90 unit multifamily housing facility located at 2525 Castrovilla Road, San Antonio, Texas, known as La Providencia Apartments (Project); and

WHEREAS, the tax-exempt loan will be made pursuant to a Loan Agreement between the Issuer and Frost dated on or about December 1, 2017, and a Promissory Note (Promissory Note) in the original principal amount not to exceed \$7,000,000.00 payable to Frost, which will be secured by a Deed of Trust, Security Agreement – Financing Statement, and various closing documents, such as a Replacement Reserve and Security Agreement, Arbitration and Notice of Final Agreement and a Private Placement Letter (collectively, the Loan Documents); and

WHEREAS, the Promissory Note will be issued in a variable rate format and sold to Frost upon the terms and conditions outlined in the term sheet submitted by Frost; and

WHEREAS, it is anticipated that the Promissory Note will be swapped to a fixed rate pursuant to an ISDA Master Agreement and other associated documents entered into with Frost (Swap Documents); and

WHEREAS, Frost is requiring the Board of Directors to specifically approve the Loan Documents and the Swap Documents and is requiring the Board of Directors to hire a financial advisor regarding the Swap; and

WHEREAS, the Board of Directors have chosen Hilltop Securities as its financial advisor for the Swap based upon its prior relationship with Hilltop; and

WHEREAS, the Issuer is authorized to issue the Promissory Note in accordance with the Act; and

WHEREAS, the Board of Directors of the Issuer hereby authorizes the issuance of the Promissory Note in an amount not to exceed \$7,000,000.00 for the purpose of providing funds

for the Project, and paying the costs of issuing the Promissory Note, all pursuant to and in accordance with the terms and conditions provided under the Loan Documents; and

WHEREAS, the Promissory Note is a special, limited obligation of the Issuer and the obligations of the Issuer shall never constitute an indebtedness, an obligation, or a loan of credit of the State of Texas, SAHA, the County of Bexar, Texas, the City of San Antonio, Texas, or any other political subdivision of the State of Texas, with the meaning of any constitutional provisions or statutory limitations; and

WHEREAS, the Issuer is authorized to issue the Promissory Note pursuant to the Act; and

WHEREAS, this Board of Directors has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of the Issuer and that the terms and conditions of the Promissory Note and the above-described instruments, including without limitation the dates, interest rates, maturities, redemption terms and sales price of the Promissory Note and the manner of disbursing the proceeds thereof are advisable.

NOW THEREFORE, be it resolved that the Board of Directors of San Antonio Housing Facility Corporation hereby approves the following:

Section 1. The terms of the Loan Documents and Swap Documents are hereby approved.

Section 2. The issuance of the Promissory Note, the Swap Documents, the Loan Documents and the Guaranty are hereby authorized and approved, and the President, any Vice President, the Secretary/Treasurer, any Assistant Secretary/Treasurer or any of them, of the Issuer, are hereby authorized and directed to execute (to the extent required to be executed or acknowledged by the Issuer) and deliver (or to accept, as the case may be), the Swap Documents, Loan Documents, the Guaranty, and any and all certificates (including tax certificates) and other instruments described therein upon the conditions therein described or necessary or desirable in connection with the issuance of the Promissory Note, all upon the terms herein approved, and the executing officer is authorized to negotiate and approve such changes in the terms of each such instrument as such officer shall deem necessary or appropriate upon the advice of counsel to the Issuer, and approval of the terms of each such instrument by such officer and the Board of Directors shall be conclusively evidenced by the execution and delivery of such documents. SAHA is authorized to hire Hilltop Securities as its financial advisor regarding the Swap.

Section 3. The Promissory Note in the principal amount not to exceed \$7,000,000.00 in substantially the form and substance set forth in the Loan Documents, is hereby approved, and the President, the Vice President, the Secretary/Treasurer and each Assistant Secretary/Treasurer, or any of them, are hereby authorized and directed, for and on behalf of the Issuer, to execute the Promissory Note or have their facsimile signatures placed upon it, and the signatures of such officers are hereby authorized and directed to be affixed or placed in facsimile on the Promissory Note.

Section 4. All action not inconsistent with provisions of this Resolution heretofore taken by this Board of Directors and the officers of the Issuer directed toward the financing of the Project and the issuance of the Promissory Note shall be and the same hereby is ratified, approved and confirmed. The Board of Directors, or any of them, are authorized to take any and all action

necessary to carry out and consummate the transactions described in or contemplated by the instruments approved hereby or otherwise to give effect to the actions authorized hereby and the intent hereof.

Section 5. After the Promissory Note is issued, this Resolution shall be and remain irrevocable until the Promissory Note or interest thereon shall have been fully paid or provisions for payment shall have been made pursuant to the Indenture.

Section 6. If any section, paragraph, clause, or provisions of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board of Directors.

Section 8. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 9. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 10. This Resolution shall be in force and effect from and after its passage.

Passed and approved the 5th day of October 2017.

Attested and approved as to form:

Morris A. Stribling, DPM
Chair, Board of Directors

David Nisivoccia
Secretary/Treasurer

BOARD OF DIRECTORS
San Antonio Housing Facility Corporation

RESOLUTION 17FAC-09-22, IN SUPPORT OF AUTHORIZING THE SAN ANTONIO HOUSING FACILITY CORPORATION TO ACCEPT THE TRANSFER OF OWNERSHIP OF TWO PROPERTIES AT 131 CLAREMONT AND 401 WARREN IN SAN ANTONIO, TEXAS

David Nisivoccia
President and CEO

Timothy E. Alcott
Real Estate and Legal Services Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 17FAC-09-22, in support of authorizing the San Antonio Housing Facility Corporation to accept the transfer of ownership of two properties at 131 Claremont and 401 Warren in San Antonio, Texas.

FINANCIAL IMPACT:

Minimal, receipt of two apartment complexes and the management thereof.

SUMMARY:

The San Antonio Housing Opportunity Corporation (SAHOC) and the San Antonio Housing Facility Corporation (SAHFC) are component units of the Housing Authority of the City of San Antonio, Texas (SAHA).

SAHOC was formed under Texas law on April 9, 1992, as a nonprofit corporation and was created to own two small apartment complexes at 131 Claremont and 401 Warren in San Antonio that consists of a total of eleven dwelling units and a community room. The legal entity owning the complexes has lay dormant and has been without activity.

SAHA has authorized the CEO to transfer all SAHOC ownership and interest in the property at 131 Claremont and 401 Warren in San Antonio that consists of a total of eleven dwelling units and a community room, from the SAHOC to the SAHFC, which manages a number of SAHA's properties and has a Board that mirrors SAHA, and dissolve and terminate the SAHOC, in accordance with applicable provisions of the Texas Business Organizations Code (Code).

By this action, SAHFC accepts transfer and ownership and interest in the property at 131 Claremont and 401 Warren in San Antonio.

The recommended measures provide for the distribution of all the SAHOC's assets, the complete termination and winding up of the SAHOC, and the acceptance by the SAHFC of these assets in accordance with the Code.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 17FAC-09-22

**San Antonio Housing Facility Corporation
Resolution 17FAC-09-22**

RESOLUTION 17FAC-09-22, AUTHORIZING THE SAN ANTONIO HOUSING FACILITY CORPORATION TO ACCEPT THE TRANSFER OF OWNERSHIP OF TWO PROPERTIES AT 131 CLAREMONT AND 401 WARREN IN SAN ANTONIO, TEXAS

Pursuant to the Texas Local Government Code, the undersigned hereby agree to and adopt the following resolutions:

WHEREAS, the San Antonio Housing Opportunity Corporation (SAHOC) owns two apartment complexes at 131 Claremont and 401 Warren in San Antonio, Texas; and

WHEREAS, the San Antonio Housing Facility Corporation (SAHFC) agrees to accept ownership of and manage these two complexes; and

NOW THEREFORE, be it resolved that the CEO be, and hereby is, authorized, empowered, and directed, in the name and on behalf of the SAHFC, to accept the transfer of the real estate assets located at 131 Claremont and 401 Warren in San Antonio, Texas, from the San Antonio Housing Opportunity Corporation to the San Antonio Housing Facility Corporation.

Passed and approved the 5th day of October 2017.

Morris A. Stribling, DPM
Chair, Board of Directors

Attested and approved as to form:

David Nisivoccia
Secretary/Treasurer