

BOARD OF COMMISSIONERS



Regular Board Meeting
September 7, 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

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, September 7, 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. Presentation

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

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)

CONSENT ITEMS - Operations and Choice Neighborhood Committee held on August 17, 2017

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)
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)

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 ITEMS - Finance Committee held on August 17, 2017

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)
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)
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)

INDIVIDUAL ITEMS FOR CONSIDERATION

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)
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)
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)
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)
15. Update and discussion regarding the August 17, 2017, Finance Committee Meeting (Thomas F. Adkisson, Committee Chair, Finance Committee)
16. Update and discussion regarding the Procurement Activity Report (Steven Morando, Director of Procurement and General Services)

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

18. *Closed Session:

Real Estate/Consultation with Attorney

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

- East Meadows

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

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."

**San Antonio
EASTSIDE CHOICE
NEIGHBORHOOD:
Year 4 (2016) Report:
Return to the Community
July 2017**



Eastside Choice Neighborhood



PEOPLE,
HOUSING, and
NEIGHBORHOOD

2016 Impact Assessment of:

- Major Strategies deployed in 2016:
 - *People:*
 - Continued case management, including the decision to move
 - Partnership with UIW School of Nursing
 - Movement toward self-sufficiency
 - *Housing*
 - Completion of 215 (of 412 total) units of mixed-income housing
 - Installation of a management company
 - *Neighborhood*
 - Partnership with CoSA for street improvements
 - Continued facade improvement program
 - Continued crime prevention strategies
 - Inauguration of owner-occupied re-hab program.

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LIFE AT EAST MEADOWS

Life at East Meadows; 215 new units so far

Phase	# Buildings	# Public Housing Units	# Place-Based Voucher Units	# Tax Credit Units	# Market Rate Units
East Meadows I	38	71	8	77	59
East Meadows II	20	42		53	24
Senior Living	1	40	36	4	
TOTALS	59 buildings	153 public housing units	44 place-based vouchers	134 tax credit units	83 market rate units
PERCENTAGES		37%	10%	32%	20%

In addition, the Park at Sutton Oaks includes 208 units of which 49 are public housing.

Life at East Meadows; 215 new units so far

Returning households

- In 2013, 246 households were relocated out of Wheatley Courts;
- In 2017, 151 households remain SAHA clients;
 - 124 remain in case management program with Urban Strategies;
- Of these, approximately 55 planned to return to East Meadows.
 - By June 18, 2017 of the 85 households at East Meadows 22 were former Wheatley residents (25%) .
 - All occupy public housing units.

New households

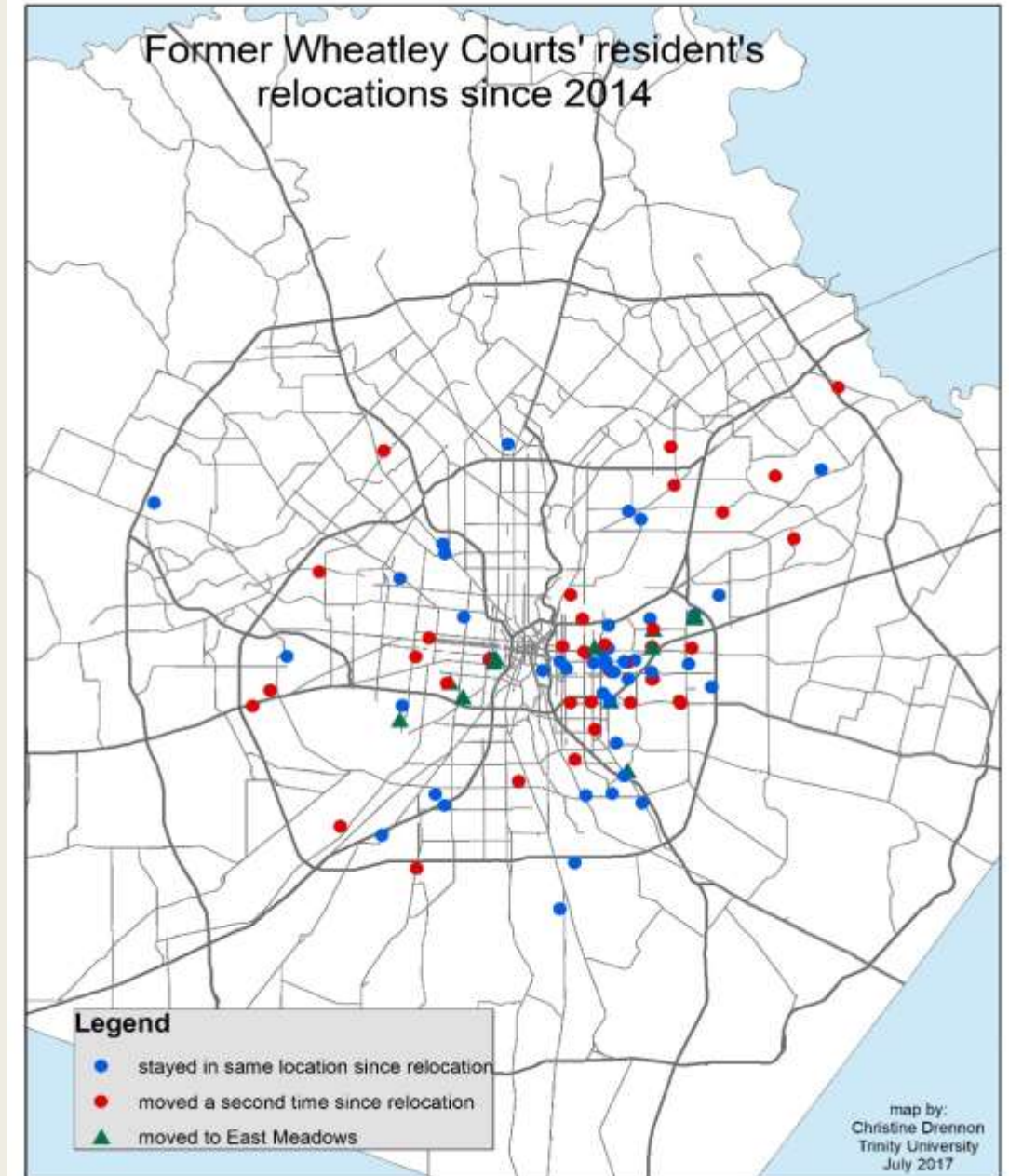
- Of those who were not former Wheatley residents:
 - By June 2017, 63 households (75%) of the households in East Meadows were occupied by new families;
 - 28 in market-rate housing
 - 31 in a tax-credit unit
 - 4 in a public housing unit

Life at East Meadows: the decision to move

Positive and Negative Responses to Living in East Meadows (based on individual interviews, n=23)

Topic	Number of Respondents
'Newness'	14
Accessibility (location)	19
Amenities	13
Safety and Security	22
Schools	16
Rules	10
Mixed Income	5
Application Process	10

These are both former Wheatley and new households.



Life at East Meadows: the community



Wheatley Courts porch



East Meadows porch

- Mixed-Income housing
 - *Theory – by exposing low-income people to the social, cultural, political, and human capital of the middle-class, and vice versa, all will benefit.*
 - Low-income families will move toward self-sufficiency;
 - Middle-income families will develop empathy, compassion, and tolerance of difference.
- But this theory requires that people intermingle.

Life at East Meadows: recommendations

- The primary reason people choose to relocate or move to East Meadows is the newness of the development, followed by the amenities on site (washer/dryer in the unit; playgrounds; gym), and the accessibility of the location.
 - *Areas of opportunity (as defined by TDHCA) should include the site and situation of the development. Situation (the relative location of the site) should be defined by people who qualify to live in subsidized units; their needs and their ability to fulfill their needs are distinct from those of high-income households.*
- The application process is extremely cumbersome for public and tax-credit units. Residents appreciate the background screening process, but are overwhelmed by the qualification process.
 - *Management must be cognizant of their clientele and the limitations many have in gaining access to all of the information required for application.*
- Overall, residents are very positive about their apartments, although there have been complaints about drainage and the inability to decorate.
 - *While the community rules and regulations between the properties are consistent, enforcement of the rules varies considerably. Management teams should meet periodically and exchange information on best practices in managing a mixed-income development in San Antonio.*
- Public space at East Meadows is highly regulated, making it difficult for residents to congregate informally and form community.
 - *Public spaces must be conducive for community development. That means allowing people to take “ownership” of those spaces through self-governance. This could be facilitated with the development of a resident council charged with devising and implementing regulations over the use of public space on the property.*
- The mixed-income housing model assumes exchange of human, economic, social, cultural, and political capital that will benefit all individuals and the entire community (as a whole). This exchange will not happen in the absence of community, and thus the model is at risk of failure.
 - *The mixed-income model is intended to allow for the exchange of social and political capital, which will (in turn) help lower-income residents in the move toward self-sufficiency. Yet without a true sense of community, there is no exchange of capital. Exchange occurs in public spaces, which must remain conducive to community development or risk the success of the mixed-income model.*
- *Strive to make this an exemplary model of a mixed income neighborhood, where original residents have not been displaced by development. MUST be deliberate to achieve this goal.*



MOVEMENT TOWARD SELF-SUFFICIENCY

The largest subsidy in the United States is the mortgage interest tax deduction.

Movement toward Self-Sufficiency

Working Statistics for former Wheatley Residents				
CNI Metric	2013	2014	2015	2016
Able-bodied adults 18-65	No data	174	155	144
number of residents employed full time	22	32	30	37
number of residents employed part time	36	55	39	37
employment of 6 months or more	58	53	53	57
Enrolled in Job Training	0	35	37	25

- WORKFORCE-CAREER LADDER

Movement toward Self-Sufficiency

- HEALTHCARE ACCESS
- Partnership with UIW Ila Faye School of Nursing and Health Professions
 - *To provide residents of the Eastside neighborhood who are uninsured and ineligible for Medicaid with access to and referrals for quality healthcare services”*
- June 2017: UIW had assessed the health of 30 families.
 - *Inventory of health risks*
 - *Appropriate steps to work through health issues.*

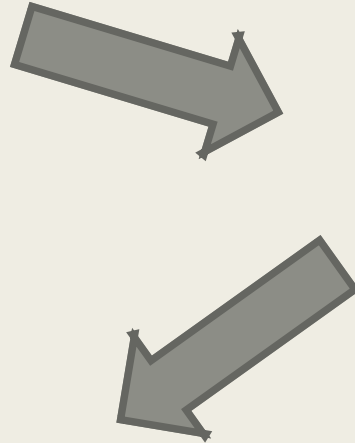
Movement toward Self-Sufficiency

Access to Healthcare (UIW)

- “...She hasn’t been tested for any chronic disease and she’s 56.”
- “The next time she gets on care is going to be at 65 when she comes into Medicare. So we have from 56 to 65, nine more years to hope that nothing happens to her.”

Workforce-career ladder

- “I said would you have \$45 to go to Communicare? Because that’s what they want upfront, “no, I don’t even have \$45” so then we start working through there and we start going through her, I mean this is way out of nursing, but, going through her budget and I need a financial person because health is not going to come to their agenda until they can figure out their money...”



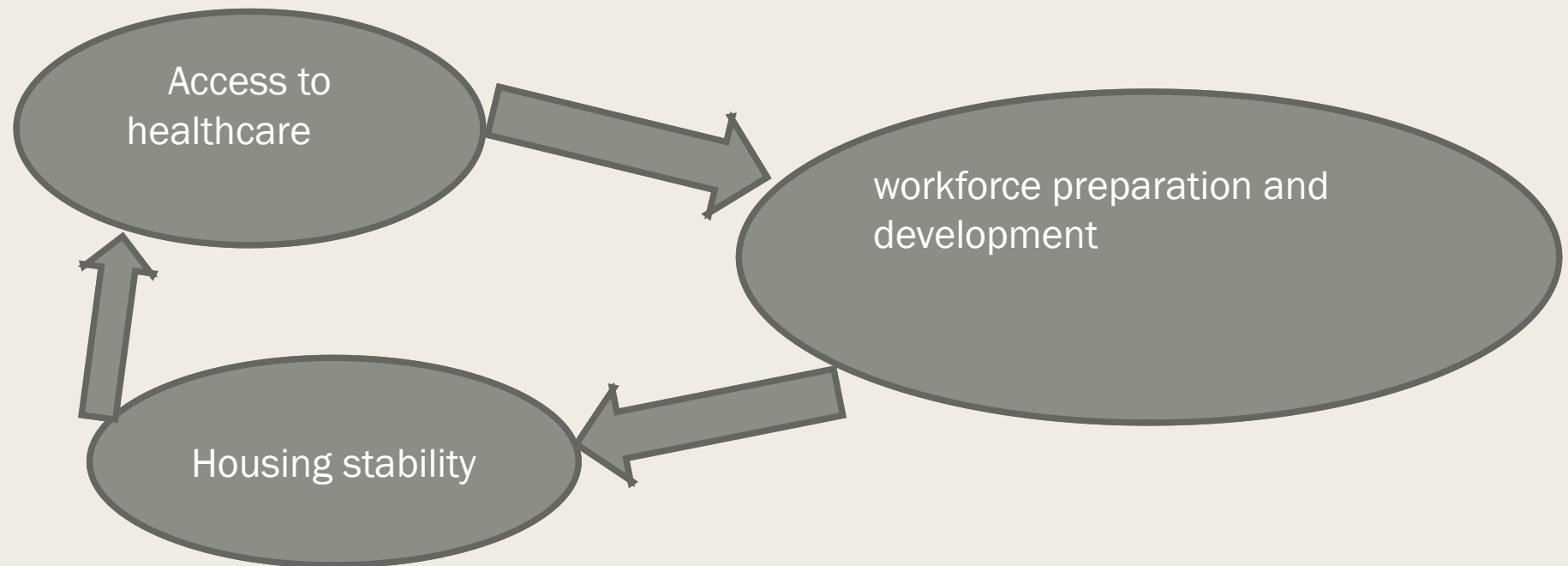
Movement toward Self-Sufficiency: housing stability

- Impact on children:
- Repeated studies in 2010, 2013, and 2016:
 - *Is there a difference in student performance?*
 - All students, all standardized tests, over past 6 Years:
 - *Statistically, no difference between those attending the enhanced schools and those who did not;*
 - *Statistically significant difference between those who moved frequently and those who did not.*
 - We knew this, now how do we funnel future investment?
 - *Enhanced curricula?*
 - *Stabilized families and housing?*

Movement toward Self-Sufficiency:

Create “one-stop shop” approach for supportive services coordination for current and future residents [TP 37].

Much like the dual generation program – see these things are interlinked and address together:



Recommendation: Movement toward Self-Sufficiency

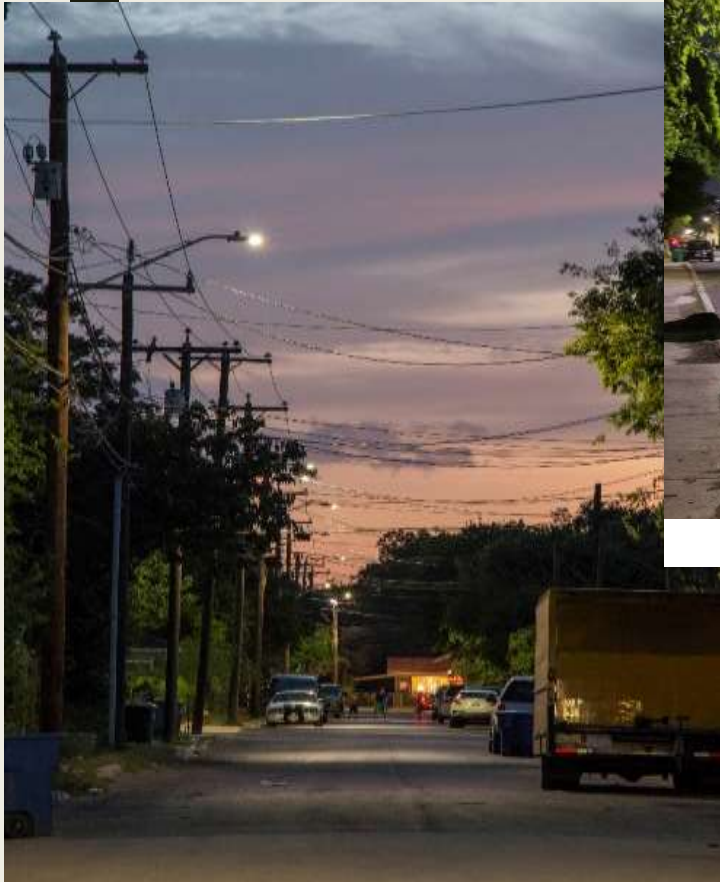
- UIW (in conjunction with Urban Strategies) reports that many of the former Wheatley Courts residents have overlooked their own personal health for financial reasons.
- While participation in workforce development and in the workforce has increased amongst former Wheatley Courts residents, many still struggle to find work. This is often related to their personal (or family) health conditions.
- Student stability/mobility is a greater predictor of student success than access to an enhanced curriculum.
- We must re-conceptualize the movement toward self-sufficiency away from simply job training and placement to include personal health and family stability. The Dual Generation Program is a limited model of what this could look like.
 - *Three separate pieces must be re-conceptualized in order to truly move people toward self-sufficiency: health, wealth, and family stability:*
 - *Former Wheatley Courts families and individuals are often plagued with undiagnosed health conditions and problems. Many have gone undiagnosed (often all their lives) for financial reasons.*
 - *Many former residents have entered into job training programs, yet have been unsuccessful finding work. Multiple reasons intersect, but primarily the reasons are health related and the quality of job available with the certifications recommended.*
 - *Student mobility is a better predictor of student success than an enhanced curriculum. In fact, we find no statistical difference between students who were exposed to an enhanced curriculum for the past five years in the Wheatley Middle School feeder schools and those who were not (in the Davis Middle School feeder pattern). Instead, family stability is the better predictor of student success.*

The recommendation is twofold: we begin to re-conceptualize the movement toward self-sufficiency (and agree on a definition of the term) to include health and family stability services. In addition, educational resources should be targeted toward family stability in addition to (or perhaps instead of when resources are limited) unsustainable curricular enhancements.

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LIFE IN THE NEIGHBORHOOD

Life in the Neighborhood: Infrastructure



Streetlights on Gabriel Street



Streetlight on Gabri



New sidewalk along Burleson St.

Life in the neighborhood: fear of the future



- How do you feel about the changes in the neighborhood?
- *It's not for us ...*
- *"Now it's appealing, now everybody wants to be where we've been this whole time. They're pushing us out."*

Life in the Neighborhood: real estate

Mean Property Appraised Value (BCAD 2013, 2014, 2015) *referred to as Mean House Assessed Value in 2014 Study				
	Mean Value	Standard Deviation	68% of all house value range	Percent Change
2013	\$32,771	\$13,772	\$18,999-\$46,493	N/A
2014	\$33,297	\$14,414	\$18,883-\$47,711	+1.72%
2015	\$37,134	\$17,047	\$20,087-\$54,181	+11.52%
2016	\$42,239	\$18,018	\$24,221-\$60,257	+13.74%

Life in the Neighborhood: real estate

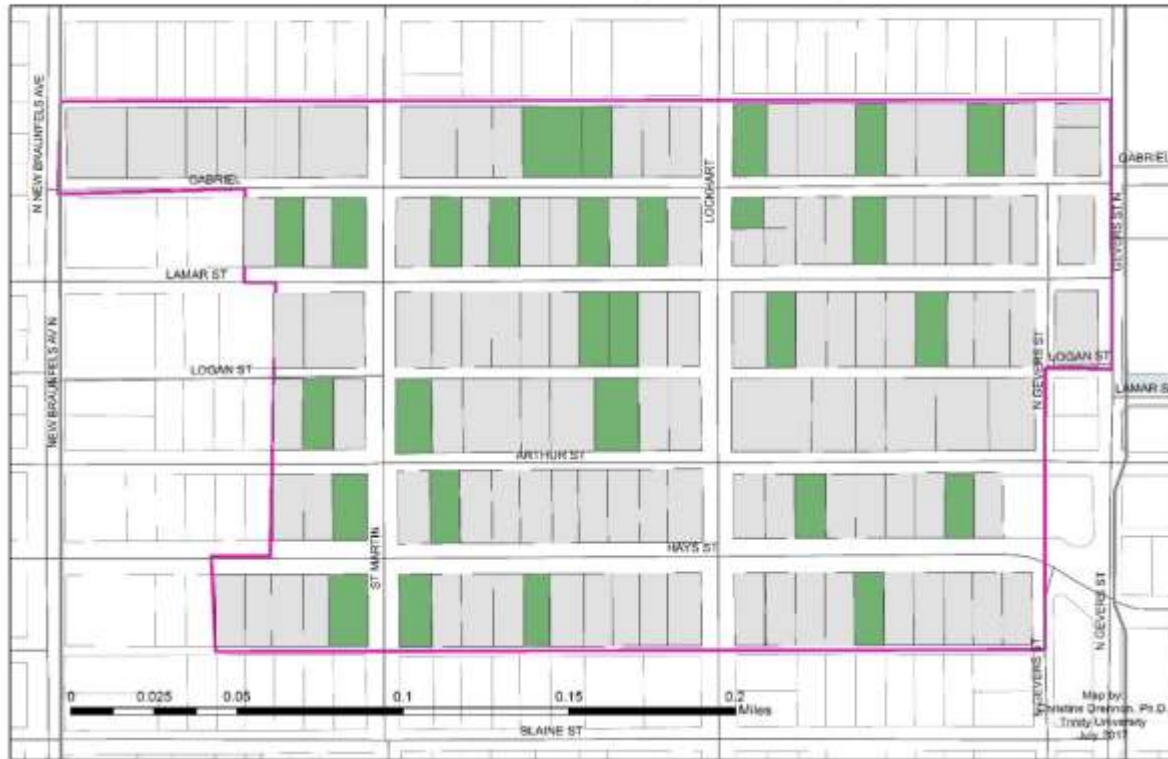
	2014	2015	2016	2017
Number houses for sale	9	16		32
Average list price (when available)	\$62,972	\$66,444		\$84,299 (when 3 houses listed >\$200K removed, mean = \$70,500.)
Average BCAD appraised value (when available)		\$37,595		\$41,960

	SAHA purchased (n=8)	Private sales (n=17)
Sales price	\$67,421	\$55,492
BCAD appraised value (2016)	\$11,654	\$56,961

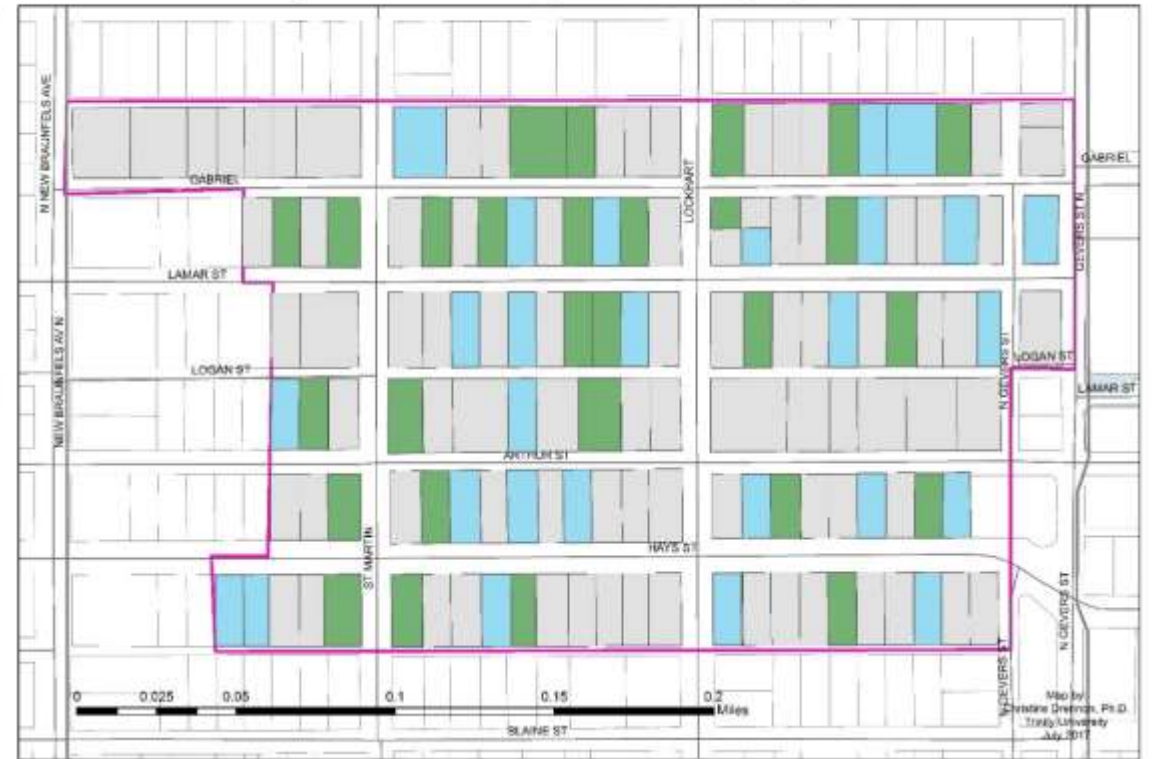


Life in the Neighborhood: real estate

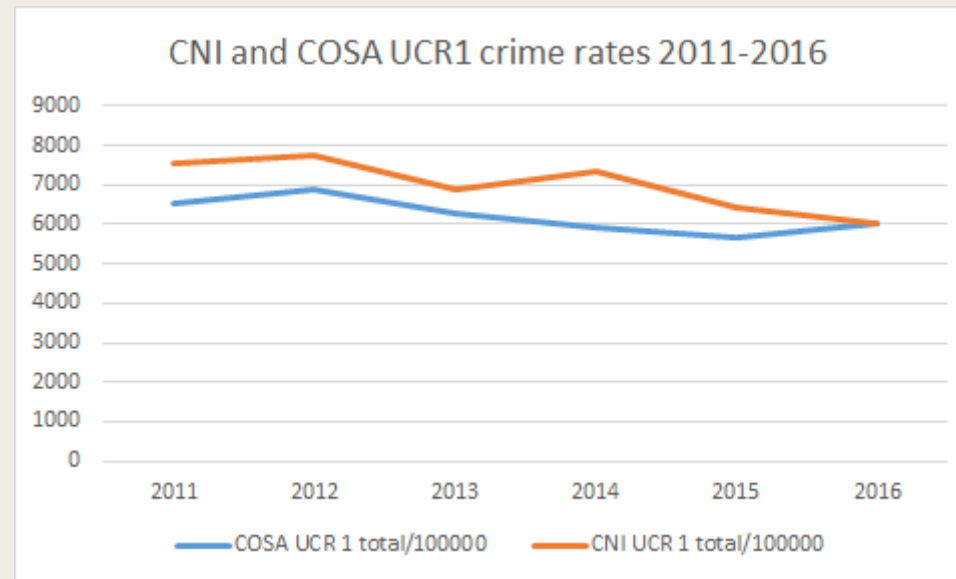
Target Area 1 for Housing Re-Hab Program:
'homestead-ed' houses highlighted in green



Target Area 1 for Housing Re-Hab Program:
'homestead-ed' houses highlighted in green
matching site and mailing address highlighted in blue

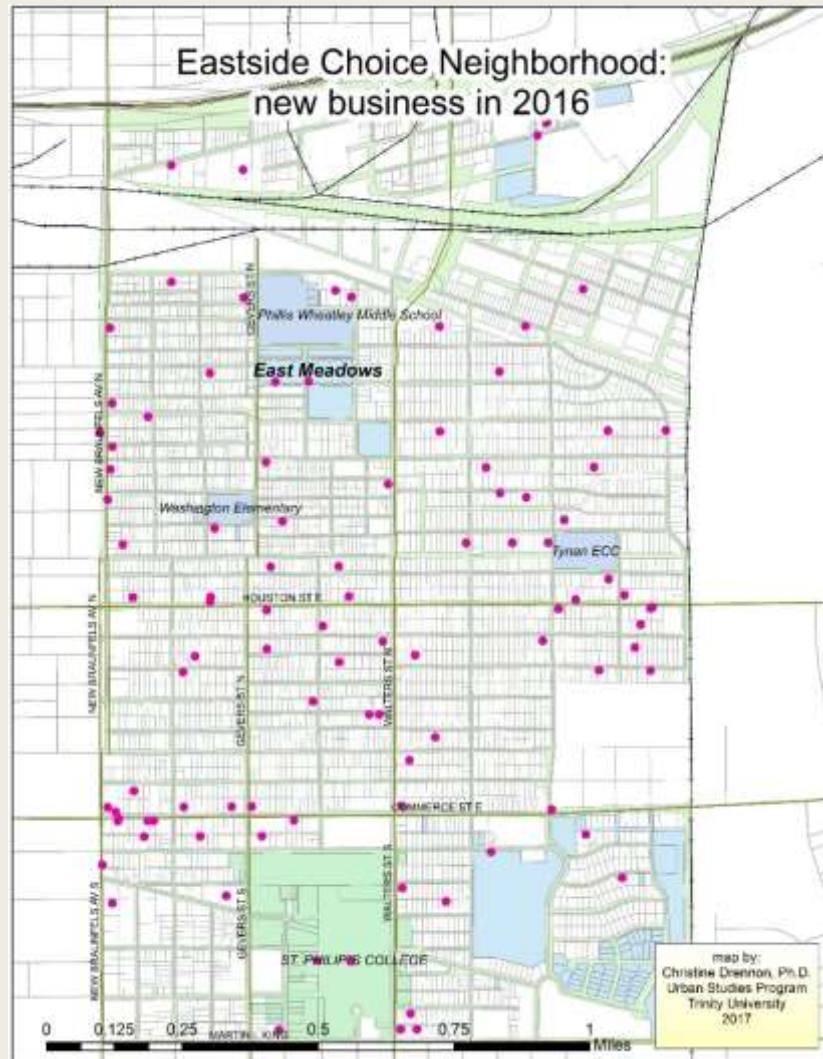


Life in the Neighborhood: safety and security



‘Shot Spotter’ reported 409 gunshots between May 1, 2016 and June 22, 2017. It has been discontinued by the City, but gives tremendous insight into the everyday occurrence of potential violence in the area. Almost all of these go unreported.

Life in the Neighborhood: economic development



Leakage/Surplus Factor by Industry Group



Findings and Recommendations (Neighborhood):

- Choice/CoSA street and lighting improvements have had a significant impact on people's perceptions of safety and willingness to spend time outside on those streets.
 - *Returning East Meadows residents (and more importantly, those who chose NOT to return) cite the neighborhood as a source of concern.*
 - *To alleviate this in the future, projects such as this one should be prefaced by a catalytic project in the neighborhood, such as the street and lighting improvements that were made in 2017.*
- Neighborhood residents express fear of the overall neighborhood improvements, including East Meadows. Many feel that the improvements are intended for the "new People" and that the goal is to displace current residents out of the neighborhood.
 - *Efforts must be made to ensure that 100% of qualifying home owners have a homestead exemption and are aware of their ability to engage with the Bexar County Appraisal District over their property taxes every year.*
- Speculation in the real estate market is driving asking prices up but there is no indication yet that sales prices have risen accordingly.
 - *Increase the effort to develop new and innovative tools to maintain the affordability of this neighborhood for the working class. Make it a model owner-occupied, affordable housing neighborhood.*
- Economic development in the Choice Neighborhood remains fairly stagnant.
 - *The number of self-proprietorships in the Choice Neighborhood continues to rise. There is a growing need for office services and supplies. Economic development partners should be encouraged to attract an office supply or mail service retail service.*
- Crime is becoming increasingly localized along the commercial corridors. Coordinate with partners over strategies employed to reduce crime.



Your research partner:

- Trinity University
- Christine Drennon, Ph.D.
- Associate Professor, Sociology, Anthropology, and Urban Studies
- cdrennon@trinity.edu
- *And my team*
 - *Isaiah Mora*
 - *Hanna Niner*
 - *Phillip Trenthem*
 - *Oswaldo Veloz*

MINUTES
SAN ANTONIO HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
August 3, 2017

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

COMMISSIONERS PRESENT:

Charles R. Munoz, Vice-Chair
Charles Clack, Commissioner
Thomas F. Adkisson, Commissioner
Francesca Caballero, Commissioner
Marie R. McClure, Commissioner

COMMISSIONERS ABSENT:

Morris A. Stribling, DPM, Chair
Jessica Weaver, Commissioner

COUNSEL: Darin Darby, 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, Development Services and Neighborhood Revitalization 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

Vice-Chair Munoz called the meeting to order at 1:04 p.m.

Item 2: Pledge of Allegiance/Moment of Silence

Recitation of pledge and moment of silence

Item 3: Minutes

- Approval of the June 1, 2017, Regular Board Meeting minutes
- Approval of the July 20, 2017, Special Board Meeting minutes (Resident Services Committee)
- Approval of the July 20, 2017, Special Board Meeting minutes (Operations and Choice Neighborhood Committee)

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

Member	Aye	Nay	Absent At Time of Vote	Abstained
Charles R. Munoz, Vice-Chair	X			
Thomas F. Adkisson, Commissioner			X	
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			

Item 4: Consideration and approval regarding Resolution 5730, authorizing the award of a contract for accounts payable automation software to Optima Global Solutions, Inc. (ABE, DBE, MBE) for a period of one year with the option to renew up to four additional one-year terms; the annual cumulative amount for year one shall not exceed an amount of \$109,874.45 and the annual cumulative amount for years two through five shall not exceed an amount of \$9,140.00 (Steven Morando, Director of Procurement and General Services; Diana Kollodziej Fiedler, Director of Finance and Accounting)

Consent

Item 5: Consideration and approval regarding Resolution 5731, authorizing the award of a contract for Removal and Replacement of Bathtubs, Shower Pans and Associated Repairs at various SAHA properties, to include Beacon Communities, to AC Plumbing Services (HABE) for an annual cumulative amount not to exceed \$165,000.00 for year one, \$180,000.00 for year two, \$210,000.00 for year three, and \$235,000.00 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; Brandee Perez, Director of Federal Housing Programs)

Consent

Item 6: Consideration and approval regarding Resolution 5732, authorizing the award of a contract for demolition services for the Villas De Fortuna Neighborhood to Hunter Demolition & Wrecking Corporation (SBE, WBE, HUB) for an amount not to exceed \$160,257.00 (Steven Morando, Director of Procurement and General Services; Lori Hall, Assistant Director of Real Estate and Homeownership)

Consent

Item 7: Consideration and approval regarding Resolution 5733, authorizing the award of contracts to Crowned Eagle Realty, LLC, and Xsellence Realty, LLC (HABE), for residential real estate broker services for an annual cumulative amount not to exceed \$250,000.00; 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; Lori Hall, Assistant Director of Real Estate and Homeownership)

Consent

Item 8: Consideration and approval regarding Resolution 5735, authorizing the award of a contract for Artisan Park Development and/or Disposition Consulting Services to Economic & Planning Systems, Inc. for an amount not to exceed \$137,500.00; for a

period of one year with the option to renew one additional one-year term (Steven Morando, Director of Procurement and General Services; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)

Commissioner Caballero inquired about the timeline, overview and the report deliverables of the project. She also inquired of the community stakeholder input process of the project. Mr. Alcott, informed the Board of the four month timeline for the delivery of the product. A presentation will be prepared in September to give the Board a basic understanding of the global perspective of the neighborhood. SAHA will be in communication with the Lavaca Neighborhood Association and with Councilman Trevino, and an open process is anticipated.
Consent

Item 9: Consideration and approval regarding Resolution 5734, authorizing the award of a contract to SADA Systems, Inc. for G Suite Business (formerly Google Apps Unlimited) and Cloud Single Sign On (SSO) licenses through the Department of Information Resources (DIR); for a period of one year with the option to renew up to two additional one-year terms; the annual cumulative amount for year one shall not exceed \$73,206.00 and the annual cumulative amount for year two and year three shall not exceed \$71,406.00 (Steven Morando, Director of Procurement and General Services; Jo Ana Alvarado, Director of Innovative Technology)
Consent

Item 10: Consideration and approval regarding Resolution 5736, authorizing the award of a contract to Time Warner Cable Texas, LLC (Spectrum) for communications technology services through the Department of Information Resources (DIR) for an annual cumulative amount not to exceed \$303,077.76; for a period of 36 months (Steven Morando, Director of Procurement and General Services; Jo Ana Alvarado, Director of Innovative Technology)
Consent

Motion: Commissioner Clack moved to approve Consent Items 4 through 10. Commissioner McClure seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Charles R. Munoz, Vice-Chair	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 5737, in support of placing Land Use Restriction Agreements (LURA) on Westwood Plaza Apartments, Villas of Pecan Manor, Spanish Spur and Roselawn Apartments (Timothy E. Alcott, Real Estate and Legal Services Officer)
LURA is a relatively new concept with SAHA in regards to the engagement and the process, but it was an opportunity for SAHA to supplement the mission by preserving affordable housing in San Antonio. After Mr. Alcott's brief recap of the benefits of the Land Use Restriction

Agreements, Commissioner Caballero commented on the strategy taken to benefit the organization and suggested SAHA should continue to pursue this concept.

Motion: Commissioner McClure moved to approve Resolution 5737. Commissioner Clack seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Charles R. Munoz, Vice-Chair	X			
Thomas F. Adkisson, Commissioner	X			
Francesca Caballero, Commissioner	X			
Charles Clack, Commissioner	X			
Marie R. McClure, Commissioner	X			

Item 12: Update and discussion regarding the authorization to offer for sale to the highest bidder via sealed bid auction, approximately 1.827 acres of vacant commercially zoned land and a 1.425 acre parcel containing a 9,309-square foot vacant office building (Ed Hinojosa, Chief Financial Officer; Thomas Roth, Director of Asset Management)

Item 12 was pulled from the agenda.

Item 13: Update and discussion regarding Insurance Policies Placed in Coverage for Fiscal Year 2017-2018 (Diana Kollodziej Fiedler, Director of Finance and Accounting)

Ms. Diana Kollodziej Fiedler, Director of Finance and Accounting, informed the Board the renewal is for the entire insurance portfolio. Each year SAHA goes into the market to shop for insurance, and budgeted the cost of insurance with an 11.23% increase for the year, but the actual rate increase was only 8.53%. The anticipated rate increases were due to hail damages in 2016. Also included in the insurance policy, was full coverage for cyber liability. The total difference in price was \$29,000. Mr. Nisivoccia acknowledged his staff for cost containment.

Item 14: Update and discussion regarding the July 20, 2017, Resident Services Committee Meeting (Charles Clack, Committee Chair, Resident Services Committee)

Mr. Lopez, stated the Community Development Initiatives Department's (CDI's) work is largely focused on fulfilling SAHA's Strategic Goal No. 1, "to empower and equip families to improve their quality of life and achieve economic stability." To accomplish this, staff works to provide services onsite and to offer opportunities to create a sense of place and community. A summary was also provided of the major accomplishments and activities of CDI through the third and fourth quarter. Mr. Lopez also provided an update and discussion regarding the initial Resident Council President's Meeting. One of the objectives is to keep residents engaged and build leadership capacity. In an effort to build on existing infrastructure of meetings and trainings for existing Resident Councils, CDI proposed in March 2017, to begin to meet with the Presidents of the Resident Councils to engage them at a higher level. The intent is to meet on a quarterly basis to discuss common issues and concerns and to have the Presidents take an active role in coming up with solutions to the common problems. On May 5, 2017, an initial meeting was held in order to explain the concept and solicit feedback from the Resident Council Presidents.

Item 15: Update and discussion regarding the July 20, 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 phase one is 96 percent complete. Construction is scheduled to be completed by September 2017. The Wheatley Park Senior Living - Senior Building is 50 percent complete as of June 30, 2017.

Lori Hall, Assistant Director of Real Estate and Homeownership, reported SAHA staff has secured seven infill vacant lots in Target Area I. Staff is seeking a builder to build the first two homes. As part of the Critical Community Improvements (CCI) Plan, SAHA is also working on neighborhood facade restoration. To date, 11 Choice Facade grants have been awarded. In regards to the Urban Farm, Community Rollout meetings are complete. Residents have expressed interest in the development of the farm and the type of crops they want to see planted. Platting is still underway and is expected to be completed by the end of summer. Construction on the Good Samaritan Veterans Outreach Transitional Center is complete, and the grand opening is scheduled for August 9, 2017.

Mr. Lopez reported through Group Violence Intervention, aggravated assaults have decreased by 36.4 percent and murders have decreased by 60 percent in the Choice footprint.

The committee approved Resolution 5735, authorizing the award of a contract for Artisan Park Development and/or Disposition Consulting Services to Economic & Planning Systems, Inc.; approved Resolution 5730, authorizing the award of a contract for accounts payable automation software to Optima Global Solutions, Inc.; approved Resolution 5731, authorizing the award of a contract for removal and replacement of bathtubs, shower pans and associated repairs at various SAHA properties, to include Beacon Communities to AC Plumbing Services; approved Resolution 5732, authorizing the award of a contract for demolition services for the Villas De Fortuna Neighborhood to Hunter Demolition & Wrecking Corporation; approved Resolution 5733, authorizing the award of contracts for residential real estate broker services to Crowned Eagle Realty and Xsellence Realty; approved Resolution 5734, authorizing the award of a contract for G Suite Business and Cloud Single Sign On to SADA Systems, Inc.; and approved Resolution 5736, authorizing the award of a contract for communications technology services to Time Warner Cable Texas.

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 the following procurement projects: residential real estate appraisal services; inspection and repair of fire extinguishers; and landscape architect contract for Wheatley. Mr. Morando informed the Board of the ongoing operations for SAHA, which includes underground utility locator services. Commissioner Caballero inquired if we have been working with our local utility company to assist with these services instead of SAHA continuing to pay a third party. Staff will be following up.

Mr. Morando also provided information concerning pest control contracts for public housing and Beacon communities, and stated SAHA is in the final phase of working out details for awarding contracts. Commissioner Clack stated that current pest control services were inadequate, and the current pest control service spends less than two minutes in each apartment. Mr. Morando responded to his concern and stated he had met with pest control services to ensure the entire

homes are treated. Mr. Nisivoccia stated SAHA must do a better job in training employees to make sure pest control services are complying with work of the contract, and will review and monitor rating scores of the vendor. Mr. Clack also stated the biggest problem is people keeping their homes clean. Mr. Nisivoccia addressed the Board and said SAHA is providing the residents training and working on providing brochures to clients who cannot attend the training. Commissioner McClure stated part of the problem is residents not having enough money to buy cleaning supplies. She suggested using cleaning products as part of the Bingo prizes.

During the Procurement Report, Commissioner McClure inquired about the fraud hotline. Ms. Rhoder informed the Board generally 40 issues per month arise, however the number does spike up during spring break, income tax time, the summer and winter holidays. The primary concerns that come across, is program fraud (unauthorized tenants and not reporting income). The fraud investigator has been able work with city, state and federal agencies to justify some of these claims.

Commissioner Caballero also inquired of the physical needs assessment and Mr. Nisivoccia provided some insight and explained the data must be accurate and it normally takes three to six months to incorporate and prepare a report.

Item 17: Update and discussion regarding the Sponsorship Committee Report (Rosario Neaves, Director of Communications and Public Affairs)

Ms. Rosario Neaves provided a brief summary of the Sponsorship Committee Report of sponsorships approved since the last update, and reminded the Board that sponsorships are part of the brand marketing strategy. The final amount spent for the FY17 year was 86.29% of the total sponsorship budget.

Item 18: President's Report

- Council of Large Public Housing Authorities Report
- Book Rich Environment Initiative
- ConnectHome Summer Youth
- Owner-Occupied Rehab Homes
- EIF "Par-Tee" Golf Tournament
- Annual William "Bill" Sinkin Education Summit

Item 19: *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).

- Costa Almadena
- 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).

- Legal Report

Vice-Chair Munoz recessed for closed session at 2:55 p.m. No action was taken during closed session.

The regular board meeting was reconvened at 4:32 p.m.

Item 20: Citizens to be Heard

Alex Moreno
Hortencia Morales
Lucille Silva
George Alejos
Adam Morales
Jerry M. Arispe
Alberto M. Pacheco
Gabriela Rivas-Obregon
Lynnea S. Wright

Item 21: Adjournment

With no objections, Vice-Chair Munoz adjourned the meeting at 4:32 p.m.

ATTEST:

Charles Munoz
Vice-Chair, Board of Commissioners

Date

David Nisivoccia
President and CEO

Date

MINUTES
SAN ANTONIO HOUSING AUTHORITY
OPERATIONS AND CHOICE NEIGHBORHOOD COMMITTEE
SPECIAL BOARD MEETING
August 17, 2017

SCHEDULED: 2:00 p.m. at 818 S. Flores St., San Antonio, TX, 78204

COMMISSIONERS PRESENT:

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

COMMISSIONERS ABSENT:

Charles Munoz, Vice Chair

COUNSEL: Doug Poneck, Escamilla &
Poneck, LLP

STAFF:

David Nisivoccia, President and CEO
Muriel Rhoder, Chief Administrative Officer
Ed Hinojosa, Chief Financial Officer
Adrian Lopez, Director of Community
Development Initiatives
Janie Rodriguez, Director of Human
Resources
Jo Ana Alvarado, Director of Innovative
Technology
Diana Kollodziej Fiedler, Director of Finance
and Accounting
Patrick Zacchini, Director of Internal Audit

Steven Morando, Director of Procurement and
General Services
Rosario Neaves, Director of Communications and
Public Affairs
Domingo Ibarra, Director of Security
Lorraine Robles, Director of Development Services
and Neighborhood Revitalization
Thomas Roth, Director of Asset Management
Richard Milk, Director of Policy and Planning
Brandee Perez, Director of Federal Housing
Programs

Item 1: Meeting called to order

Chair Stribling called the meeting to order at 2:04 p.m.

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

Ms. Robles reported the East Meadows Multi-Family Housing project is at 96 percent completion and 82% occupied. The Wheatley Park Senior Living - Senior Building, is 55% complete and only two weeks behind schedule due to the HVAC subcontractor performance. Ms. Robles also informed the Board, East Meadows II Multi-Family Housing obtained an allocation of 9% tax credits. The Board is requesting a timeline for completion to be provided.

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. Members of the Board recommended SAHA call the social workers at the Veterans Administration to inform them of the new facility

and of the benefits the center has to offer. Commissioner McClure recommended SAHA contact the local bus company, VIA, to provide assistance with transporting veterans to the center. Ms. Hall also provided updates on infill-vacant lots, owner occupied rehab, business facade restoration and the Urban Farm.

Mr. Lopez, Director of Community Development Initiatives, reported on Safety-Byrne Grant accomplishments, and reported the Byrne Criminal Justice Innovation Grant was extended to September 30, 2017, to allow current and future activities to continue. Staff executed a Memorandum of Agreement with Gardopia Gardens to expand the Nolan/New Braunfels community garden, continue operations of the Community Tool Shed, and begin implementing a community garden at Hays/New Braunfels. Mr. Lopez also provided an update of the Group Violence Intervention Program (GVI), and reported the GVI program has conducted eighteen "Custom Notifications," and two "Call-in" community meetings to reach a total of 43 high-risk individuals and group members, in and around the Choice footprint. Funding to continue the GVI Program, will be determined in the upcoming City of San Antonio budget. Mr. Lopez then provided an update of the Choice Case Management, and reported 141 households are no longer receiving housing assistance. Exit reasons include: evictions, abandonment, leaving after giving a 30-day notice to SAHA and death of head of household. Mr. Lopez will provide the Board a complete list of reasons at a later date.

Item 3: 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, reported he is recommending two pest control service companies to service the Beacon communities. The proposals were evaluated on the following criteria: relevant experience, key personnel, technical and analytical experience, price, and strength of the Section 3 and SWMBE plans. Commissioner Clack, voiced his concern regarding Pest Shield Pest Control, Inc., because they are the current pest control vendors, and said they do not service the entire home and spend only two minutes per unit. He did not recommend the renewal of Pest Shield Pest Control, Inc. Mr. Morando responded by reassuring Commissioner Clack that SAHA has included a clause to terminate services with the pest control companies if SAHA is unsatisfied with the work performance. The Board requested SAHA to provide the residents a pest control services survey, with the results of the survey to be provided to the Board in a year. Commissioner McClure also suggested more frequent housekeeping inspections.

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

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

Item 4: 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

Mr. Morando, Director of Procurement, informed the Board that SAHA requires the services of a vendor to provide inspection, service and replacement of fire extinguishers at all SAHA properties to include those properties identified in the Beacon Communities portfolio, ensuring that all fire extinguishers meet required codes to include City Compliance Codes, International Fire Codes (IFC) and the National Fire Protection Agency (NFPA). The vendor will be required to inspect, tag/certify, service and/or replace fire extinguishers as required by code, in both vacant and occupied units reporting each service to the Community Manager, Maintenance Supervisor and SAHA's Maintenance Superintendent within five working days of completion of the requested service. He also stated the recommended award amounts are increased for years two through four, to allow for the four year plan to transition properties back from third party management companies to Beacon Communities' portfolio. The contract oversight will be provided by Mark DeLuna, Maintenance Superintendent, who will monitor the vendor's adherence to contract requirements and performance.

Motion: Commissioner Clack moved to approve Resolution 5740. Commissioner Weaver seconded the motion. Approved.

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

Item 5: 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

Janie Rodriguez, Director of Human Resources, provided a brief overview and explained SAHA's current benefits. In 2008, SAHA moved to a self-funded (self-insured) plan to help control the rising costs of health care. Two PPO plans are offered to employees: a standard (lower cost) PPO plan and a richer (higher cost) PPO plan for which the employee bears a larger share of the cost. There are currently 419 employees in the plans; 314 are enrolled in the low PPO plan and 105 are enrolled in the high PPO plan.

The total proposed cost for the SAHA self-funded (self-insured) medical and dental plans for January 1, 2018, through December 31, 2018, is projected to be \$6,589,396. Included in this projected cost is the annual administrative fee for the operation of the self-funded plan of \$104,646, projected claims costs of \$5,570,600, and an estimated stop loss premium of \$914,150, a 0.32% decrease in the total cost. The total proposed cost for SAHA's fully insured programs of vision, life, short-term, and long-term disability is \$276,575. Vision, life and long-term disability remain on a rate hold for 2018 from 2017. Short-term disability costs will increase 30% (\$32,338 annual increase). The approximate annual cost for the electronic benefits enrollment platform is \$24,000.

Motion: Commissioner Adkisson moved to approve Resolution 5744. Commissioner Weaver seconded the motion. Approved.

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

Item 6: 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

Item 6 was removed from the agenda.

Item 7: 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

Thomas Roth, Director of Asset Management, explained SAHA staff has identified real estate assets not critical to its Mission or Strategic Plan. At this time, SAHA staff has identified a contiguous land assemblage of approximately 4.6 acres (1.35 acres are owned by San Antonio Housing Facility Corporation (SAHFC) and 3.25 acres are a Public Housing asset). The Public Housing parcel includes a 9,309-square foot office building, which previously served as the administration building for the former East Terrace Public Housing development. The former East Terrace administration building has been vacant for many years and has fallen into

disrepair and is uninhabitable and the estimated cost to cure the deferred maintenance is approximately \$450,000.00. The latest appraisal dated July 26, 2016, valued the SAHFC parcel at \$100,000.00 and the SAHA-owned land and administrative building at \$369,555.00. Based on the current appraised values, the net sale proceeds are estimated at \$432,000.00. Proceeds will be used to fund capital repairs outlined in the five-year capital plan for properties in the Beacon Portfolio (SAHFC portion of net sale proceeds) and Public Housing assets (Public Housing portion of net sale proceeds).

Commissioner Caballero voiced her concern and was not comfortable in moving forward with the authorization request to move forward with the sale of the property, and inquired if SAHA had met with the current Councilman to discuss the current momentum of the area that may change the current market condition of the property. President David Nisivoccia agreed to conduct another asset management retreat in the near future to allow his staff to re-evaluate the organization's current assets. Item 7, will be brought back as a point of discussion, after the property is re-evaluated based on Commissioner Caballero's concerns.

Item 8: 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).

- Discussion of the claim of Madlyn Lane

Closed session commenced at 3:51 p.m. and ended at 4:38 p.m.

Item 9: Adjournment

Chair Stribling adjourned the meeting at 4:38 p.m.

ATTEST:

Morris A. Stribling, DPM
Chair, Board of Commissioners

Date

David Nisivoccia
President and CEO

Date

MINUTES
SAN ANTONIO HOUSING AUTHORITY
FINANCE COMMITTEE
SPECIAL BOARD MEETING
August 17, 2017

SCHEDULED: 3:30 p.m. at 818 S. Flores St., San Antonio, TX, 78204

COMMISSIONERS PRESENT:

Thomas F. Adkisson, Commissioner
Francesca Caballero, Commissioner
Charles Clack, Commissioner
Marie R. McClure, Commissioner
Jessica Weaver, Commissioner

COMMISSIONERS ABSENT:

Morris A. Stribling, DPM, Chair
Charles Munoz, Vice-Chair

COUNSEL: Doug Poneck, Escamilla &
Poneck, LLP

STAFF:

David Nisivoccia, President and CEO
Muriel Rhoder, Chief Administrative Officer
Ed Hinojosa, Chief Financial Officer
Adrian Lopez, Director of Community
Development Initiatives
Janie Rodriguez, Director of Human
Resources
Jo Ana Alvarado, Director of Innovative
Technology
Diana Kollodziej Fiedler, Director of Finance
and Accounting
Patrick Zacchini, Director of Internal Audit

Steven Morando, Director of Procurement and
General Services
Rosario Neaves, Director of Communications and
Public Affairs
Domingo Ibarra, Director of Security
Lorraine Robles, Director of Development Services
and Neighborhood Revitalization
Thomas Roth, Director of Asset Management
Richard Milk, Director of Policy and Planning
Brandee Perez, Director of Federal Housing
Programs

Item 1: Meeting called to order

Committee Chair Adkisson called the meeting to order at 4:41 p.m.

Item 2: 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

Ms. Fiedler, Director of Finance and Accounting, reported SAHA requires the services of a financial institution to provide traditional banking and related services for SAHA and its affiliated entities to include, but not limited to: general account services, depository services, disbursement reconciliation, general ACH services, information services, investment/custody services, lockbox services, paper disbursement services, and wire and other funds transfers. SAHA issued a "Request For Proposals" (RFP) #1608-946-25-4552 for Banking Services, and solicited several financial institutions. One proposal was received in response to this solicitation: Frost Bank. This response was evaluated on the following criteria: qualifications and experience, capability to meet requirements and features, transition plan and training, strength and creditworthiness and security, cost, and strength of the Section 3 and SWMBE plans. For the

upcoming contract period, Frost Bank is offering a bottom-line pricing discount of 45% on non-balance related items and will not charge an Account Analysis fee for the first three (3) months of the new contract period.

Based on the above, Frost Bank has been deemed to be both responsive and responsible and is recommended for contract award. Commissioner Adkisson, commented Frost Bank is not only a local institution, but also a competitive institution. Since Frost Bank was the only banking institution who responded to the RFP, Commissioner Caballero recommended staff to consider reaching out to the other banks who initially were interested but did not submit bids at the last moment.

Motion: Commissioner Clack moved to approve Resolution 5745. Commissioner Weaver seconded the motion. Approved.

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

Item 3: 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

Ms. Rhoder, Chief Administrative Officer, stated on February 28, 2013, the Board of Commissioners approved the restatement of the Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust (Plan), generally effective January 1, 2013; and Section 9.1.a of the Plan provides that the Plan may be amended by the Housing Authority at any time, provided that any amendment which affects the rights, duties, or responsibilities of the Trustee of the Plan may be made only with the Trustee's written consent. The changes recommended are to amend the Employer Contribution Formula and the Base Contribution made on behalf of any Participant who is hired or rehired by the Employer on or after July 1, 2017, to 7% of the total Compensation of such Participant.

Motion: Commissioner Clack moved to approve Resolution 5746. Commissioner Weaver seconded the motion. Approved.

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

Item 4: Resolution 5747, adopting the San Antonio Housing Authority Internal Audit Plan for 2017-2018

The Housing Authority Internal Audit Plan is defined in the Housing Authority Internal Audit Charter and included as part of the comprehensive internal audit program established pursuant to the Housing Authority Internal Audit Policy. Final approval of the Internal Audit Plan for 2017-2018 resides with the Board of Commissioners. Internal audit activities align with the Housing Authority's strategic goal to transform core operations to be a high performing and financially strong organization.

Ms. Rhoder provided a presentation outlining the Internal Audit Plan for 2017-2018. The presentation consisted of not only the objective, background and process for developing the plan, but also the risk assessment survey results.

Motion: Commissioner Clack moved to approve Resolution 5747. Commissioner McClure seconded the motion. Approved.

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

Item 5: Update and Discussion regarding the Quarterly Financial Report for the San Antonio Housing Authority

Ms. Fiedler reported the Quarterly Financial Report for the San Antonio Housing Authority for the fiscal year ended June 30, 2017. The results of operations for the fiscal year ended June 30, 2017, reflect a surplus before non-cash items of \$11 million.

The total Operating Revenue was approximately \$24.2 million below budget, due to unfavorable variances of \$2.5 million in tenant revenue, \$2.1 million in Grants revenue and \$19.8 million in Section 8 Housing Assistance Payment (HAP) Revenue. The Total Operating Expenses ended the period \$8.4 million below budget, due primarily to favorable variances of \$6.7 million in Section 8 HAP Expense, \$1.8 million in Salaries and Benefits, and \$2.6 million in Other Expenses. The Comparative Balance Sheet reflected an overall decrease in Total Net Position of \$3.1 million from June 30, 2016, to June 30, 2017. The complete Quarterly Financial for the San Antonio Housing Authority was provided to the Board in the Finance Committee final packet.

Ms. Fiedler also provided a presentation with charts and graphs demonstrating SAHA maintained strong financial and liquidity positions for the fiscal year. The presentation also included a revenue fiscal year comparison, an expense fiscal year comparison, a Summary of

Major Changes in Cash and Investment Balances for the quarterly period ending June 30, 2017, and the Grant Report as of June 30, 2017.

Item 6: Adjournment

With no objections, Committee Chair Adkisson adjourned the meeting at 5:14 p.m.

ATTEST:

Thomas F. Adkisson
Chair, Finance Committee

Date

David Nisivoccia
President and CEO

Date

BOARD OF COMMISSIONERS

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



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 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.

FINANCIAL IMPACT:

The cost for pest control services at Beacon Communities is not expected to exceed an amount of \$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. The recommended award amounts are increased for years two through four, to allow for the four year plan to transition properties back from third-party management companies to Beacon Communities' portfolio.

SUMMARY:

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. SAHA's IPM plan promotes environmentally sensitive pest management, while preserving assets and protecting the health and safety of its residents and employees.

On June 30, 2017, SAHA issued a "Request For Proposals" (RFP) #1705-910-59-4675 for Pest Control Services for Beacon Communities, which closed on July 27, 2017. The RFP was published on the SAHA website, Electronic State Business Daily (ESBD), La Prensa, the Hart Beat, posted on NAHRO, Public Purchase and direct solicited to 38 vendors.

A total of five proposals were received in response to the RFP: Bella Bugs (DBE), Pest Management, Inc. (DBE), Pest Shield Pest Control, Inc. (Section 3 Business), Pied Piper Pest Control (ESBE, HABE, MBE, SBE), and Terminix (AABE, NABE, HABE). One proposal was deemed non-responsive. The remaining proposals were evaluated on the following criteria: relevant experience, key personnel, technical and analytical experience, price, and strength of the Section 3 and SWMBE plans. Best and Final Offers were also requested from all proposers. Based on the above, Pest Management, Inc. and Pest Shield Pest Control, Inc. are the highest rated responsive and responsible proposers and are being recommended for contract award. It is recommended that two vendors be awarded under this blanket award, due to the expected workload related to the transition plan.

Pest Management, Inc. emerged from Hill Country Pest Control in 2010. They have been certified as a disabled business enterprise (DBE) by the Department of Veterans Affairs. Their headquarters is located in Austin, Texas, with office locations in Biloxi, Mississippi, and Dallas, Houston, Kerrville, and San Antonio, Texas. They specialize in commercial and residential pest management services to include, but not limited to, IPM programs designed to prevent pest infestations and eliminate any pest problems, animal trapping, bed bugs detection and treatment, termites, bees, etc. This vendor is currently under contract with SAHA to provide pest control services to Beacon Communities. Their service extends to approximately 3,000 clients on a daily basis to include: City of San Antonio, City of San Marcos, Department of Veteran Affairs, Fort Bend ISD, Fort Hood Military Base, Houston Community College, and the University of Texas. Their Housing Authority clients include: Beaumont Housing Authority, Dallas Housing Authority, Houston Housing Authority, Huntsville Housing Authority, Travis County Housing Authority, and Victoria Housing Authority. Pest Management, Inc. will provide mentorship opportunities to interested and qualified Section 3 Businesses. Topics will include: Small Business Startup, Government Services Administration (GSA) Contracting, Minority Business Registration, and Agriculture Employment Opportunities. They will also conduct a small business start up class for Section 3 residents.

Pest Shield Pest Control, Inc. was founded in 1999 and is located in San Antonio, Texas. They have been certified as a Section 3 Business by SAHA. This vendor works with their client's integrated pest management programs to provide pest control solutions for pests known to invade the south and central Texas areas to include, but not limited to: German cockroaches, ants, bed bugs, mice, rats, termites, and mosquitoes. They service residential, home builders, and the commercial and industrial industries to include: food, healthcare, multifamily, hospitality, office buildings and schools. Pest Shield Pest Control, Inc. has received prior awards from SAHA for pest control services for Beacon Communities and Public Housing. Their client list includes, but is not limited to: AT&T Center, Northside Independent School District, Southwest Independent School District, Fort Sam Houston, Kelly-Lackland AFB Housing, North Star Mall, Frost Bank, IBC Bank, Spurs Practice Facility, and numerous property management companies. Their Housing Authority clients include: Corpus Christi Housing Authority and San Antonio Alternative Housing. Their Section 3 Good Faith Effort Plan includes a 30% goal for Section 3 new hires and they will be working with SAHA's Section 3 Coordinator to identify other areas they may be able to assist in SAHA's endeavors to support the Section 3 program.

Contract oversight will be provided by Kristi Baird, Assistant Director of Beacon Communities, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendor submits the vendor'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 OBJECTIVE:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5739
Company Profile
Scoring Matrix
Ad List

**San Antonio Housing Authority
Resolution 5739**

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

WHEREAS, on June 30, 2017, SAHA issued a "Request For Proposals" (RFP) #1705-910-59-4675 for pest control services for Beacon Communities, which closed on July 27, 2017; and

WHEREAS, a total of five bids were received in response to the RFP. One was deemed non responsive; and

WHEREAS, Pest Management, Inc. (DBE) and Pest Shield Pest Control, Inc. (Section 3 Business) are the highest rated responsive and responsible proposers, and are being recommended for contract award; and

WHEREAS, the cost for pest control services at Beacon Communities is not expected to exceed an amount of \$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. The recommended award amounts are increased for years two through four, to allow for the four year plan to transition properties back from third-party management companies to Beacon Communities' portfolio; 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 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.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 7th day of September 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

Pest Management, Inc. Company Profile

Pest Management, Inc. emerged from Hill Country Pest Control in 2010. Their headquarters is located in Austin, Texas with office locations in Biloxi, Mississippi, Dallas, Houston, Kerrville, and San Antonio, Texas. The company is owned by Brian and Tiffany DiCicco. They specialize in commercial and residential pest management services to include but not limited to Integrated Pest Management programs designed to prevent pest infestations and eliminate any pest problems, animal trapping, bed bugs detection and treatment, termites, bees, etc.

This contractor is currently under contract with SAHA to provide pest control services to Beacon Communities. Their service extends to approximately 3,000 clients on a daily basis to include: City of San Antonio, City of San Marcos, Department of Veteran Affairs, Fort Bend ISD, Fort Hood Military Base, Houston Community College, and University of Texas. Their Housing Authority clients include: Beaumont Housing Authority, Dallas Housing Authority, Houston Housing Authority, Huntsville Housing Authority, Travis County Housing Authority, and Victoria Housing Authority.

They have been certified as a DBE by the Department of Veterans Affairs.

Pest Shield Pest Control, Inc. Company Profile

Pest Shield Pest Control, Inc. was founded in 1999 and is located in San Antonio, Texas. The company is owned by Dominick Alongi. They work with their clients integrated pest management programs to provide pest control solutions for pests known to invade the south and central Texas areas to include by not limited to: German cockroaches, ants, bed bugs, mice, rats, termites, and mosquitoes. They service residential, home builders, and the commercial and industrial industries to include: food, healthcare, multifamily, hospitality, office buildings and schools.

Pest Shield has been certified as a Section 3 Business.

This contractor has received prior awards from SAHA for pest control services for Beacon Communities and Public Housing. Their client list includes but is not limited to: AT&T Center, Northside Independent School District, SouthWest Independent School District, Fort Sam, Kelly Lackland AFB Housing, North Star Mall, Frost Bank, IBC Bank, Spurs Practice Facility, and numerous property management companies. The Housing Authority clients include: Corpus Christi Housing Authority and San Antonio Alternative Housing.

Scoring Matrix - Initial
Pest Control Services for Beacon Communities
1705-910-59-4675

Criterion Description	Max Points Weight	Bella Bugs	Pest Management, Inc.	Pest Shield Pest Control, Inc.	Pied Piper Pest Control	Terminix
Relevant Experience	1-5 25%					
Rater 1		2.00	3.00	4.00	2.00	
Rater 2		2.00	4.00	4.00	3.00	
Rater 3		3.00	4.00	4.00	3.00	
Total Score		7.00	11.00	12.00	8.00	
Average Score		2.33	3.67	4.00	2.67	
Weighted Score		0.58	0.92	1.00	0.67	
Key Personnel:	1-5 20%					
Rater 1		3.00	3.00	3.00	3.00	
Rater 2		2.00	4.00	3.00	2.00	
Rater 3		3.00	3.00	3.00	3.00	
Total Score		8.00	10.00	9.00	8.00	
Average Score		2.67	3.33	2.67	2.67	
Weighted Score		0.53	0.67	0.53	0.53	
Technical & Analytical Experience:	1-5 25%					
Rater 1		2.00	3.00	3.00	2.00	
Rater 2		1.00	4.00	3.00	3.00	
Rater 3		2.00	4.00	4.00	3.00	
Total Score		5.00	11.00	10.00	8.00	
Average Score		1.67	3.67	3.33	2.67	
Weighted Score		0.42	0.92	0.83	0.67	
Price Proposal:	1-5 20%					
Total Score		2.85	2.67	2.92	5.00	
Weighted Score		0.57	0.53	0.58	1.00	
Strength of Section 3 Plan:	1-5 5%					
Rater 1		0.00	1.00	2.00	1.00	
Rater 2		0.00	1.00	3.00	1.00	
Rater 3		0.00	1.00	2.00	1.00	
Total Score		0.00	3.00	7.00	3.00	
Average Score		0.00	1.00	2.33	1.00	
Weighted Score		0.00	0.05	0.12	0.05	
Strength of the SWMBE plans:	10%					
Rater 1		2.00	1.00	1.00	2.00	
Rater 2		2.00	2.00	1.00	2.00	
Rater 3		2.00	1.00	1.00	2.00	
Total Score		6.00	4.00	3.00	6.00	
Average Score		2.00	1.33	1.00	2.00	
Weighted Score		0.10	0.07	0.05	0.10	
Section 3 Preference: A firm may qualify for Section 3 status for up to an additional 5 points.#						
Category I: 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)			0.10		
Tota Weighted Score		2.20	3.15	3.22	3.12	

Scoring Matrix - BAFO
Pest Control Services for Beacon Communities
1705-910-59-4675

Criterion Description	Max Points Weight	Bella Bugs	Pest Management, Inc.	Pest Shield Pest Control, Inc.	Pied Piper Pest Control	Terminix
Relevant Experience	1-5 25%					
Rater 1		2.00	3.00	4.00	2.00	
Rater 2		2.00	4.00	4.00	3.00	
Rater 3		3.00	4.00	4.00	3.00	
Total Score		7.00	11.00	12.00	8.00	
Average Score		2.33	3.67	4.00	2.67	
Weighted Score		0.58	0.92	1.00	0.67	
Key Personnel:	1-5 20%					
Rater 1		3.00	3.00	3.00	3.00	
Rater 2		2.00	4.00	3.00	2.00	
Rater 3		3.00	3.00	3.00	3.00	
Total Score		8.00	10.00	9.00	8.00	
Average Score		2.67	3.33	2.67	2.67	
Weighted Score		0.53	0.67	0.53	0.53	
Technical & Analytical Experience:	1-5 25%					
Rater 1		2.00	3.00	3.00	2.00	
Rater 2		1.00	4.00	3.00	3.00	
Rater 3		2.00	4.00	4.00	3.00	
Total Score		5.00	11.00	10.00	8.00	
Average Score		1.67	3.67	3.33	2.67	
Weighted Score		0.42	0.92	0.83	0.67	
Price Proposal:	1-5 20%					
Total Score		2.71	2.82	2.88	5.00	
Weighted Score		0.54	0.56	0.58	1.00	
Strength of Section 3 Plan:	1-5 5%					
Rater 1		0.00	1.00	2.00	1.00	
Rater 2		0.00	1.00	3.00	1.00	
Rater 3		0.00	1.00	2.00	1.00	
Total Score		0.00	3.00	7.00	3.00	
Average Score		0.00	1.00	2.33	1.00	
Weighted Score		0.00	0.05	0.12	0.05	
Strength of the SWMBE plans:	10%					
Rater 1		2.00	1.00	1.00	2.00	
Rater 2		2.00	2.00	1.00	2.00	
Rater 3		2.00	1.00	1.00	2.00	
Total Score		6.00	4.00	3.00	6.00	
Average Score		2.00	1.33	1.00	2.00	
Weighted Score		0.10	0.07	0.05	0.10	
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)			0.10		
Tota Weighted Score		2.18	3.18	3.21	3.12	

Advertisement List
Solicitation # 1705-910-59-4675
PEST CONTROL 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	
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	Sandee Morgan	nawicerin@gmail.com nawicsatx@gmail.com	

Advertisement List
Solicitation # 1705-910-59-4675
PEST CONTROL SERVICES

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

Advertisement List
Solicitation # 1705-910-59-4675
PEST CONTROL SERVICES

360TXC LLC	877-710-7474	estimator@360txc.com	We provide general contracting and complete project planning and management services.
ACUMEN ENTERPRISES, INC.	972-572-0701	wayne@acumen-enterprises.com	Mechanical HVAC & plumbing contractor, mechanical insulation, & general construction
ANNIE OAKLEY PEST CONTROL LLC	830-672-1870	AnnieOakleyPest@gmail.com	Pest and Termite Control Services
CARCON INDUSTRIES & CONSTRUCTION, LLC	214-352-8515	dmunoz@carconindustries.com	GENERAL CONSTRUCTION SERVICES-CONSTRUCTION PRODUCTS PURCHASING-
CBMAA, LLC	214-227-2269	chris.patton@wellingtonfs.com	General Contracting to include Project Management
CLOVIS CONTRACTING COMPANY LLC	512-465-2055	admin@cloviscontracting.com	provide supplies/materials for the construction trade and the services to complete and maintain projects.
DOWELL PEST CONTROL LLC	361-779-8121	chad@dowellpestcontrol.com	Pest Control, Tree Trimming and Lawn maintenance
K. TILLMAN CONSTRUCTION LLC	832-622-3160	yakira@ktillmanconstruction.com	provides commercial construction
MLP VENTURES INC.	210-623-8172	mlp@att.net	General Contractors specializing in remodeling and new construction.
NATIVE ENERGY & TECHNOLOGY, INC.	210-231-6060	jmorris@native-energy.com	ENVIR. CONSULTING& REMEDIATION SERVICES. OPERATIONS& MAINT. OF FACILITIES
Section 3 Bidders			
Bug Busters Pest Control	210 607 4444	bugbusterstx@gmail.com	Email
Direct Solicits			
Bulverde Pest Control, L.L.C.	210-831-8401	bulverdepc@gvvc.com	Ken Jones
A-Zap Pest Control	830-931-1292	a_zapcc@yahoo.com	Justin Moerbe
Mister-B Pest Control	210-659-0609	don@mr-b-sa.com	Don Baker
e Services	830-214-6187	chrisbrivers@gmail.com	Chris Baumbach
Comal Pest Control	830-625-8751	hkalich@satx.rr.com	Harvey Kalich
ABC Home & Commercial Services	512-837-9500	bjenkins@abcpest.com	Bobby Jenkins
Bob Jenkins Pest & Lawn Svc	210-979-7378	mike@jenkinspest.com	Mike Davison
Century Pest Control, Inc.	210-344-8002	chas@centurypest.com	Charles Angelini, III
Earth Wise Organic Pest Control	210-647-0814	ewopc.2003@yahoo.com	Joseph De Los Santos
Home Solutions Pest Control	210-679-9000	karen@aircare-sa.com	Scott MacMaster
HomeTeam Pest Defense	972-378-6725 ex 14	dshultz@pestdefense.com	Frank Adam
Lonestar Pest Solutions	210-653-4250	lpsinfo@lonestarpestsolutions.com	Richard Montoya

Advertisement List
Solicitation # 1705-910-59-4675
PEST CONTROL SERVICES

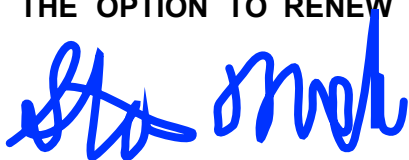
NuWay Pest Control	210-520-0500	nuwaypestcontrol@satx.rr.com	Greg Dannheim
One Way Pest Control	210-930-0280	javier@onewaypestcontrol.com	Javier Alonso
Orkin Exterminating Co., Inc.			Joseph Charles
Orkin Exterminating Co., Inc.	877-250-1652		Shawn Stiles
Pest Shield Pest Control Inc.	210-525-8823	info@pestshieldpc.com	Dominick Alongi
Pest Management, Inc	512-288-1007	sarah@pestmanagementcorp.com	Sarah McElwee
Pied Piper Pest Control LLC	210-826-2030	scott@sabugs.com	Scott Ankrom
Spider Man Pest Control	210-656-3721	warren.remmey@gmail.com	Warren Remmey
Terminix	281-575-7200	gorr@terminix.com	Steve Obrien
Texas Pest Control	(210) 496-5918	craig@texaspestcontrolservices.net	Craig Cottrell
Worldwide Pest Control	210-734-0000	billp@wwpest.com	Bill Patterson
Angel Pest Control	(830) 379-3277	sschulze@angelpest.com	Sterling Schulze

BOARD OF COMMISSIONERS

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



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 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.

FINANCIAL IMPACT:

The cost for inspection, service and replacement of fire extinguishers is not expected to exceed an amount of \$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. The recommended award amounts are increased for years two through four, to allow for the four year plan to transition properties back from third party management companies to Beacon Communities' portfolio.

SUMMARY:

SAHA requires the services of a vendor to provide inspection, service and replacement of fire extinguishers at all SAHA properties to include those properties identified in the Beacon Communities portfolio, ensuring that all fire extinguishers meet required codes to include City Compliance Codes, International Fire Codes (IFC) and the National Fire Protection Agency (NFPA). The vendor will be required to inspect, tag/certify, service and/or replace fire extinguishers as required by code, in both vacant and occupied units reporting each service to the Community Manager, Maintenance Supervisor and SAHA's Maintenance Superintendent within five working days of completion of the requested service.

On May 30, 2017, SAHA issued an "Invitation For Bids" (IFB) #1705-936-34-4642 for Inspection, Service and Replacement of Fire Extinguishers, which closed on June 22, 2017. The IFB 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 contractors. A total of four bids were received in response to the IFB: Bexar Fire & Safety

Equipment Co., Inc. (HABE), Elastac Fire & Safety Products, Inc. dba A & C Fire Equipment (WBE), Koetter Fire Protection, and 1st FP Services, LLP (DBE, ESBE, HABE, MBE, SBE, HUB). All bids were evaluated on the following criteria: purchase price, reputation of the bidder and their 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, Elastac Fire & Safety Products, Inc. dba A & C Fire Equipment, is the lowest responsive and responsible bidder and is recommended for contract award.

Elastac Fire & Safety Products, Inc. dba A & C Fire Equipment Company, Inc., was established in 1996 and is located in Corpus Christi, Texas. They service customers in the coastal bend and surrounding areas providing service, installation, and sales of specialized fire protection equipment and safety projects to include: fire extinguishers, fire extinguisher cabinets, brackets, wall hooks, covers, wheeled units, blankets, first aid kits, and exit/emergency lighting. Additional services provided by this company include: fire safety inspections, fire safety training, fire alarm installation and inspection, fire sprinkler inspection and installation, backflow inspection, FM 200 system inspection, equipment maintenance, commercial fire suppression, industrial sprinkler systems, and carbon monoxide detectors. This vendor has received no prior awards from SAHA. They provide similar services for Corpus Christi Housing Authority and their client list includes: Laredo United ISD, Robstown ISD, and Flint Hills Resources. Their Section 3 Good Faith Effort Plan includes providing life safety training to 15-20 individuals and includes a live fire demonstration utilizing a fire extinguisher to expel the fire. A short video will also be shown for training purposes.

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 departments in the contract renewal or new solicitation process.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5740
Company Profile
Tabulation
Ad List

**San Antonio Housing Authority
Resolution 5740**

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.

WHEREAS, on May 30, 2017, SAHA issued an "Invitation For Bids" (IFB) #1705-936-34-4642 for inspection, service and replacement of fire extinguishers, which closed on June 22, 2017; and

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

WHEREAS, Elastac Fire & Safety Products, Inc. dba A & C Fire Equipment is the lowest responsive and responsible bidder and is recommended for contract award; and

WHEREAS, the cost for inspection, service, and replacement of fire extinguishers is not expected to exceed an amount of \$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. The recommended award amounts are increased for years two through four, to allow for the four year plan to transition properties back from third party management companies to Beacon Communities' portfolio; 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 5740, authorizing the award of a contract for 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.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 7th day of September 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

Elastac Fire & Safety Products, Inc. dba A&C Fire Equipment Company Profile

Elastac Fire & Safety Products, Inc. dba A and C Fire Equipment Company, Inc. was established in 1996 and is located in Corpus Christi, Texas. They are a women-owned business (WBE). They service customers in the coastal bend and surrounding areas providing service, installation, and sales of specialized fire protection equipment and safety projects to include: fire extinguishers, fire extinguisher cabinets, brackets, wall hooks, covers, wheeled units, blankets, first aid kits, and exit/emergency lighting. Additional services provided by this company include: fire safety inspections, fire safety training, fire alarm installation and inspection, fire sprinkler inspection and installation, backflow inspection, FM 200 system inspection, equipment maintenance, commercial fire suppression, industrial sprinkler systems, and carbon monoxide detectors.

This vendor has received no prior awards from SAHA.

Services similar to those required by SAHA have been provided by this company for the Corpus Christi Housing Authority and their current clients which include: Laredo United ISD, Robstown ISD, and Flint Hills Resources. For SAHA, they will be required to inspect, tag/certify, service and/or replace fire extinguishers as required by code, in both vacant and occupied units reporting each service to the property manager, maintenance supervisor and SAHA's maintenance superintendent within 5 working days of completion of requested service. They have been able to provide services to their clients outside of their immediate area by establishing formal servicing/inspection schedules with their clients. Their methodology has been successfully implemented and SAHA management expects it to be an acceptable situation for the agency.

	1st Fire Protection Services, LLC.				Koetter Fire Protection of SA, LLC				Bexar Fire & Safety Equipment Co, Inc				Elastac Fire & Safety Products, Inc.			
	2.5 lb.	5 lb.	10 lb.	20 lb.	2.5 lb.	5 lb.	10 lb.	20 lb.	2.5 lb.	5 lb.	10 lb.	20 lb.	2.5 lb.	5 lb.	10 lb.	20 lb.
Fire Extinguishers																
Inspection	\$9.75	\$9.75	\$9.75	\$9.75	\$4.50	\$4.50	\$4.50	\$4.50	\$4.25	\$4.25	\$4.25	\$4.25	\$2.50	\$2.50	\$2.50	\$2.50
O-Ring	(Included with price of recharge and															
Valve Stem	Hydrostatic Test)															
Tag	(Included with price of inspection)															
Hydrostatic test	\$34.75	\$41.50	\$49.50	\$56.75	\$38.50	\$48.50	\$58.50	\$78.50	\$12.00	\$12.00	\$12.00	\$12.00	\$5.00	\$5.00	\$5.00	\$5.00
Recharge	\$21.75	\$28.75	\$37.75	\$42.75	\$18.50	\$28.50	\$38.50	\$58.50	\$14.25	\$15.95	\$24.75	\$32.50	\$3.50	\$5.00	\$5.00	\$6.50
New	\$49.75	\$59.50	\$91.75	\$167.50	\$33.00	\$53.00	\$78.00	\$178.00	\$44.95	\$52.00	\$71.60	\$115.00	\$29.00	\$41.50	\$62.00	\$108.00
Bracket	\$3.00	\$3.00	\$3.00	\$3.00	\$4.00	\$4.00	\$4.00	\$4.00	\$7.50	\$7.50	\$7.50	\$7.50	\$3.00	\$3.00	\$3.00	\$3.00
Installation	(Included in price of new extinguisher)															
sub-totals																
Vendor/Extinguisher Total																
Minimum Service Fee																
Total	\$44.95				\$65.00				\$35.00				\$25.00			

9.75 ea extinguisher + 35.00 trip charge for each location. A minimum of \$44.75

note: A response by Angel Fire & Safety is not reflected on the bid tabulation. Their response was submitted by email, which was not in accordance with the IFB solicitation document. Therefore they were not considered.

Advertisement List
Solicitation # 1705-936-34-4642
Inspection, Service and Replacement of Fire Extinguishers

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	
ConstructConnect	Jessica Pool	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	

Advertisement List
Solicitation # 1705-936-34-4642
Inspection, Service and Replacement of Fire Extinguishers

Professional Engineers in Private Practice	Diane Hoskins	bexarpepp@sbcglobal.net	
Real Estate Council of San Antonio	Martha Mangum	martham@recsanantonio.com	
SAABE	Melodie	mg.assoc.mgmt@gmail.com	
San Antonio Board of Realtors	Suzanne	Suzanne@sabor.com	
SA Chapter of the Associated General Contractors	Dana Marsh	sanantonioagc@gmail.com	
San Antonio Hispanic Chamber of Commerce	Ramiro Cavazos	ramiroc@sahcc.org mariyaf@sahcc.org	
San Antonio Masonry Contractors Association	Debbie Mason	samca@satx.rr.com	
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	
South Central Regional Certification Agency	Julio Fuentes	jfuentes@sctrca.org	
South San Antonio Chamber of Commerce	Al Arreola Jr	al@southsa.org	
Southwest Minority Supplier Diversity Council	Robert Casas	smsdc@smsdc.org	
Surety Association of South Texas, Inc.	Jim Swindle	jim@alamobonds.com	
Texas Society of Professional Engineers	Laura Campa	meghan@tspe.org jennifer@tspe.org	
TIBH Industries	Robert Olivo	robertolivo@tibh.org	
UTSA Minority Business Center	Orestes Hubbard	orestes.hubbard@utsa.edu jennifer.mort@utsa.edu	
UTSA Procurement Technical Assistance Center	Terri Williams	ptac@utsa.edu	
West San Antonio Chamber of Commerce	Julie Jimenez	info@westsachamber.org julie@westsachamber.org	
Women's Business Enterprise	Avery Smith	bids@wbea-texas.org	
NAHRO	Web Site	http://nahro.economicengine.com	
Public Purchase	Web Site	www.publicpurchase.com	
Texas ESBD	Web Site	https://portal.cpa.state.tx.us/	
North San Antonio Chamber of Commerce	Web Site	https://northsachamber.chambermaster.com	
HUBS on CMBL			
1ST FP Services	Mario Salinas	Mario@1stfpservices.com	e-mail
City Wide Fire Protection	Michelle Ramirez	sales@citywidefireprotection.com	e-mail
Jakeco Construction	Nicole	jacoinc.aol.com	e-mail
Simplexgrinnell, LP	Vince Baker	vbaker@simplexgrinnell.com	e-mail
			e-mail

BOARD OF COMMISSIONERS


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



David Nisivoccia
President and CEO



Muriel Rhoder
Chief Administrative Officer



Janie Rodriguez
Director of Human Resources

REQUESTED ACTION:

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.

FINANCIAL IMPACT:

The total proposed cost for the SAHA self-funded (self-insured) medical and dental plans for January 1, 2018, through December 31, 2018, is projected to be \$6,589,396. Included in this projected cost is the annual administrative fee for the operation of the self-funded plan of \$104,646, projected claims costs of \$5,570,600, and estimated stop loss premium of \$914,150, a 0.32% decrease in the total cost.

The total proposed cost for SAHA's fully insured programs of vision, life, short-term, and long-term disability is \$276,575. Vision, life and long-term disability remain on a rate hold for 2018 from 2017. Short-term disability costs will increase 30% (\$32,338 annual increase).

The approximate annual cost for the electronic benefits enrollment platform is \$24,000.

These costs are reflected in the approved 2017-2018 budget.

SUMMARY:

In 2008, SAHA moved to a self-funded (self-insured) plan to help control the rising costs of health care. Two PPO plans are offered to employees: a standard (lower cost) PPO plan and a richer (higher cost) PPO plan for which the employee bears a larger share of the cost. There are currently 419 employees in the plans; 314 are enrolled in the low PPO plan and 105 are enrolled in the high PPO plan.

McGriff, Seibels & Williams of Texas, Inc. (MSW) is the current Benefits Consultant. MSW put out a Request for Proposals on SAHA's behalf. SAHA staff reviewed the proposals and Blue

Cross Blue Shield of Texas (BCBS) prevailed as the most responsive and competitive bidder for medical and dental administration.

To address shortfalls in the 2016 and 2017 benefit plan years, changes were made to benefits and funding beginning January 1, 2017. These changes have produced positive results, and the self-funded plan is projected to be adequately funded through the upcoming 2018 plan year.

The BCBS proposal is projected to provide \$161,250 in administrative fee and claims savings when compared to 2017. As a result, the plans will renew with no changes, no benefit reductions, or increases to employee contributions or SAHA's funding level.

A stop-loss premium increase of 10% is included in the 2018 projections. Stop-loss proposals require additional claims experience before costs can be finalized. Final Stop Loss costs are expected to be available by December 1, 2017.

In an effort to continue to provide SAHA employees with competitive benefits, one benefit enhancement is included - adding coverage for telemedicine. Telemedicine provides additional access to medical care, and can reduce costly urgent care and emergency room visits for minor emergencies.

SAHA remains highly competitive and favorable in comparison to other employers with an employer contribution of 85% compared to the 15% employee contribution. The same holds true for deductible amounts, out of pocket maximums, and copayments, as compared to other similar employer packages.

Ongoing Health and Wellness Initiatives:

- Reimbursements for certified weight loss programs and gym memberships
- Reimbursements for participation in health and wellness events
- Weekly employee led work-out programs at noon and after hours
- Quarterly blood drives
- Annual health and safety fairs
- Monthly vitamin shot clinics
- Bi-weekly Farmers' Market

The proposed benefits program for SAHA employees in 2018 will include the most competitive:

- health care carrier as the third-party provider of employee medical and dental plans,
- provider for the employee vision plan,
- third-party provider of employee long-term and short-term disability plans,
- provider for employee life insurance coverage, and
- provider for employee Section 125 Flexible Spending Plan.

Timeline:

May 8, 2017, through May 31, 2017 - RFP issued by Benefits Consultant

June 19, 2017 - RFP results to SAHA - SAHA recommended selections

July 6, 2017 - Final negotiations with Humana and BCBS presented to SAHA

October/November 2017 - Open Enrollment

STRATEGIC GOAL:

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

ATTACHMENTS:

Resolution 5744

2017 - 2018 Medical and Dental Benefits Overview

**San Antonio Housing Authority
Resolution 5744**

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

WHEREAS, the San Antonio Housing Authority (SAHA) desires to provide a wide range of insurance benefits for its employees; and

WHEREAS, the current employee self-insured administration contracts will terminate December 31, 2017; and

WHEREAS, the total cost for the SAHA self-funded (self-insured) medical and dental plans for January 1, 2018, through December 31, 2018, is projected to be \$6,889,971; and

WHEREAS, included in this projected cost is the total annual administrative fee paid to Blue Cross Blue Shield for the operation of the self-funded plan of \$104,646, the stop loss fee of \$914,150, and a projected claims amount of \$5,570,600, which is a 0.32% decrease over the 2017 year; and

WHEREAS, the total proposed cost for SAHA's fully insured programs of vision, life, short term, and long term disability is \$276,575 and remains the same rate in 2018; and

WHEREAS, the proposed approximate annual cost for an electronic benefits enrollment platform is \$24,000; and

WHEREAS, the costs are within the Board approved FY 2017-2018 operating budget; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents necessary to carry out the various transactions described above.

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

- 1) Approves 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, and life insurance benefit plans, and an electronic benefits enrollment platform for calendar year 2018, at a total cost not to exceed \$6,889,971.
- 2) Authorizes the President and CEO, or designee, to execute all documents necessary to carry out the various transactions authorized above.

Passed and approved the 7th day of September 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

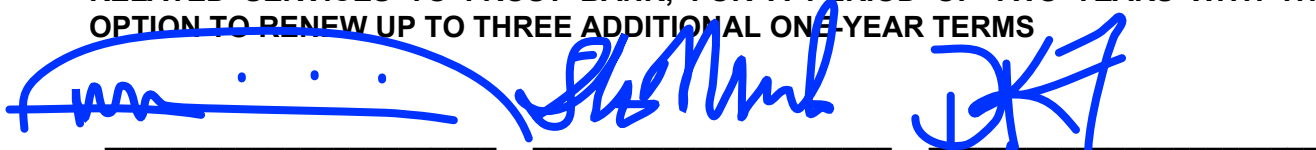
SAHA 2018 Proposed Benefit Changes
Medical

Benefits	2017 Benefits				2018 Benefits			
	SAHA Humana Low PPO Plan		SAHA Humana High PPO Plan		SAHA BCBS Low PPO Plan		SAHA BCBS High PPO Plan	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Coinsurance	80%	60%	90%	70%	80%	60%	90%	70%
Deductible	\$1,000 / \$2,000	\$2,000 / \$4,000	\$750 / \$1,500	\$1,500 / \$3,000	\$1,000 / \$2,000	\$2,000 / \$4,000	\$750 / \$1,500	\$1,500 / \$3,000
Out-of-Pocket Maximum	\$2,750 / \$5,500	\$5,500 / \$11,000	\$2,250 / \$4,500	\$4,500 / \$9,000	\$2,750 / \$5,500	\$5,500 / \$11,000	\$2,250 / \$4,500	\$4,500 / \$9,000
Out-of-Pocket Max Includes Ded.	Yes		Yes		Yes		Yes	
Lifetime Maximum	Unlimited		Unlimited		Unlimited		Unlimited	
Preventive Care	100%		100%		100%		100%	
Physician Office Copay	\$30 copay	70% after ded.	\$35 copay	70% after ded.	\$30 copay	70% after ded.	\$35 copay	70% after ded.
Specialist Copay	\$35 copay	70% after ded.	\$40 copay	70% after ded.	\$35 copay	70% after ded.	\$40 copay	70% after ded.
Emergency Health Services	\$250 copay then 100%		\$250 copay then 100%		\$250 copay then 100%		\$250 copay then 100%	
Urgent Care Center Services	\$50 copay	60% after ded.	\$50 copay	60% after ded.	\$50 copay	60% after ded.	\$50 copay	60% after ded.
Hospital								
Inpatient	80% after ded.	60% after ded.	90% after ded.	60% after ded.	80% after ded.	60% after ded.	90% after ded.	60% after ded.
Outpatient	80% after ded.	60% after ded.	90% after ded.	60% after ded.	80% after ded.	60% after ded.	90% after ded.	60% after ded.
Skilled Nursing Facility	80% after ded. (60 visits per year)	60% after ded. (60 visits per year)	90% after ded. (60 visits per year)	60% after ded. (60 visits per year)	80% after ded. (60 visits per year)	60% after ded. (60 visits per year)	90% after ded. (60 visits per year)	60% after ded. (60 visits per year)
Home Health Care	80% after ded. (60 visits per year)	60% after ded. (60 visits per year)	90% after ded. (60 visits per year)	60% after ded. (60 visits per year)	80% after ded. (60 visits per year)	60% after ded. (60 visits per year)	90% after ded. (60 visits per year)	60% after ded. (60 visits per year)
Mental Illness/Substance Abuse								
Inpatient	80% after ded.	60% after ded.	90% after ded.	60% after ded.	80% after ded.	60% after ded.	90% after ded.	60% after ded.
Outpatient	\$30 copay	60% after ded.	\$35 copay	60% after ded.	\$30 copay	60% after ded.	\$35 copay	60% after ded.
Prescription Drugs								
Rx Deductible for Tier 2 and 3	\$50/\$150 deductible for Tier 2 and 3		\$50/\$150 deductible for Tier 2 and 3		\$50/\$150 deductible for Tier 2 and 3		\$50/\$150 deductible for Tier 2 and 3	
Retail - 30/31 day supply	30 day supply	30 day supply	30 day supply	30 day supply	30 day supply	30 day supply	30 day supply	30 day supply
Tier 1	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15
Tier 2	\$30	\$30	\$30	\$30	\$30	\$30	\$30	\$30
Tier 3	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60
Tier 4 (\$2500 max annual cost share)	25%	25%	25%	25%	25%	25%	25%	25%
Out of Network coinsurance applied after in-network coinsurance or copayment	N/A	30%	N/A	30%	N/A	30%	N/A	30%
Mail Order - 30/90 day supply Level 1, Level 2 & Level 3	90 day supply 2x retail	N/A	90 day supply 2x retail	N/A	90 day supply 2x retail	N/A	90 day supply 2x retail	N/A
Monthly Employee Contributions					Monthly Increase		Monthly Increase	
Employee Only	\$79.13		\$108.63		\$79.13	\$0.00	\$108.63	\$0.00
Employee + Spouse	\$157.00		\$225.07		\$157.00	\$0.00	\$225.07	\$0.00
Employee + Child(ren)	\$149.21		\$213.89		\$149.21	\$0.00	\$213.89	\$0.00
Employee + Family	\$250.63		\$359.31		\$250.63	\$0.00	\$359.31	\$0.00

SAHA 2018 Proposed Dental Benefits

	SAHA Dental PPO 2017	SAHA Dental PPO 2018	
Calendar Year Deductible	PPO	PPO	
Individual	\$50	\$50	
Family	\$150	\$150	
	----	----	
Preventive (ded. waived)	100%	100%	
Basic	80%	80%	
Major	80%	80%	
Calendar Year Maximum	\$2,500	\$2,500	
Orthodontia (child only)	50%	50%	
Orthodontia deductible	None	None	
Orthodontia Lifetime Maximum	\$2,000	\$2,000	
	2017	2018	Monthly Increase
Monthly Employee Contributions			
Employee Only	\$13.01	\$13.01	\$0.00
Employee + Spouse	\$28.33	\$28.33	\$0.00
Employee + Child(ren)	\$35.51	\$35.51	\$0.00
Employee + Family	\$51.27	\$51.27	\$0.00

BOARD OF COMMISSIONERS

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

David Nisivoccia President and CEO	Steven Morando Director of Procurement and General Services	Diana Kolodziej Fiedler Director of Finance and Accounting
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REQUESTED ACTION:

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.

FINANCIAL IMPACT:

Frost Bank charges SAHA for services and bank related activity that occurs within its account(s). To avoid the actual outlay of funds to pay these service fees, SAHA is required to maintain compensating balances in its consolidated accounts that will cover the cost of services, which is tracked and calculated by the bank through Account Analysis. Historically, SAHA has maintained more than the required compensating balance amount and did not have to pay the fees. It is anticipated that the consolidated balances will continue to be adequate to cover bank fees and charges in the future.

Until now, SAHA's pricing dates back approximately 10 years. For the upcoming contract period, Frost Bank is offering a bottom-line pricing discount of 45% on non-balance related items and will not charge an Account Analysis fee for the first three months of the new contract period.

SUMMARY:

SAHA requires the services of a financial institution to provide traditional banking and related services for SAHA and its affiliated entities to include, but not limited to: general account services, depository services, disbursement reconciliation, general ACH services, information services, investment/custody services, lockbox services, paper disbursement services, and wire and other funds transfers.

On April 3, 2017, SAHA issued a "Request For Proposals" (RFP) #1608-946-25-4552 for Banking Services, which closed on May 5, 2017. The RFP was published on the SAHA website, Electronic State Business Daily (ESBD), La Prensa, the Heartbeat, posted on NAHRO, Public Purchase and direct solicited to 17 financial institutions. One proposal was received in response to this solicitation: Frost Bank. This response was evaluated on the following criteria: qualifications and experience, capability to meet requirements and features, transition plan and training, strength and creditworthiness and security, cost, and strength of the Section 3 and

SWMBE plans. Based on the above, Frost Bank has been deemed to be both responsive and responsible and is recommended for contract award.

Frost Bank was founded in 1868 and is the banking subsidiary of Cullen/Frost Bankers, Inc. a financial holding company headquartered in San Antonio, Texas, with assets of \$30.2 billion, as of December 31, 2016. This financial institution is primarily engaged in commercial and consumer banking through more than 120 financial centers across Texas to include: Austin, Corpus Christi, Dallas, Fort Worth, Houston, the Permian Basin, Rio Grande Valley, and San Antonio regions. SAHA is currently doing business with Frost Bank. Additionally, they have serviced the following housing authorities: Boerne Housing Authority, City of Gregory Housing Authority, Galveston Housing Authority, Housing Authority of Arlington Texas, Housing Authority of Bexar County, Housing Authority of the City of Corpus Christi, McAllen Housing Authority, Midland County Housing Authority, San Marcos Housing Authority, and Willacy County Housing Authority. Their governmental clients in San Antonio include: San Antonio Water System, UT Health Science Center, and University Health System.

Contract oversight will be provided by Diana Fiedler, Director of Finance and Accounting, who will monitor the vendor's adherence to contract requirements and performance.

STRATEGIC OBJECTIVE:

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

ATTACHMENTS:

Resolution 5745
Company Profile
Tabulation
Ad List

**San Antonio Housing Authority
Resolution 5745**

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

WHEREAS, on April 3, 2017, SAHA issued a "Request For Proposals" (RFP) #1608-946-25-4552 for Banking Services, which closed on May 5, 2017; and

WHEREAS, a total of one proposal was received in response to the RFP; and

WHEREAS, Frost Bank has been deemed to be both responsive and responsible and is recommended for contract award; and

WHEREAS, Frost Bank charges SAHA for services and bank related activity that occurs within its account(s). To avoid the actual outlay of funds to pay these service fees, SAHA is required to maintain compensating balances in its consolidated accounts that will cover the cost of services, which is tracked and calculated by the bank through Account Analysis. Historically, SAHA has maintained more than the required compensating balance amount and did not have to pay the fees. It is anticipated that the consolidated balances will continue to be adequate to cover bank fees and charges in the future.

Until now, SAHA's pricing dates back approximately 10 years. For the upcoming contract period, Frost Bank is offering a bottom-line pricing discount of 45% on non-balance related items and will not charge an Account Analysis fee for the first three months of the new contract period; 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 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.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 7th day of September 2017.

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

Attested and approved as to form:

**David Nisivoccia
President and CEO**

Frost Bank Company Profile

Frost Bank was founded in 1868 and is the banking subsidiary of Cullen/Frost Bankers, Inc. a financial holding company headquartered in San Antonio, Texas with assets of \$30.2 billion as of December 31, 2016. This financial institution is primarily engaged in commercial and consumer banking through more than 120 financial centers across Texas to include: Austin, Corpus Christi, Dallas, Fort Worth, Houston, the Permian Basin, Rio Grande Valley, and San Antonio regions. They will be providing the SAHA required services to include but not limited to: general account services, depository services, disbursement reconciliation, general ACH services, information services, investment/custody services, lockbox services, paper disbursement services, and wire and other funds transfers.

Frost Bank is currently SAHA's primary bank. We also contracted with their insurance group, Frost HR Consulting for a short term assignment related to a Benefits Consulting project. Additionally, they have serviced the following housing authorities: Boerne Housing Authority, City of Gregory Housing Authority, Galveston Housing Authority, Housing Authority of Arlington Texas, Housing Authority of Bexar County, Housing Authority of the City of Corpus Christi, McAllen Housing Authority, Midland County Housing Authority, San Marcos Housing Authority, and Willacy County Housing Authority. Their governmental clients in San Antonio include: San Antonio Water System, UT Health Science Center, and the University Health System.

**Scoring Matrix
Banking Services
1608-946-25-4552**

Criterion Description	Max Points Weight	Frost Bank
Qualifications and Experience:	1-5 15%	
<u>Rater 1</u>		4.00
<u>Rater 2</u>		4.00
<u>Rater 3</u>		5.00
<u>Total Score</u>		13.00
<u>Average Score</u>		4.33
<u>Weighted Score</u>		0.65
Capability to meet Requirments and Features:	1-5 20%	
<u>Rater 1</u>		4.00
<u>Rater 2</u>		4.00
<u>Rater 3</u>		4.00
<u>Total Score</u>		12.00
<u>Average Score</u>		4.00
<u>Weighted Score</u>		0.80
Transition Plan and Training:	1-5 10%	
<u>Rater 1</u>		4.00
<u>Rater 2</u>		3.00
<u>Rater 3</u>		5.00
<u>Total Score</u>		12.00
<u>Average Score</u>		4.00
<u>Weighted Score</u>		0.40
Strength and Credit Worthiness:	1-5 15%	
<u>Rater 1</u>		4.00
<u>Rater 2</u>		4.00
<u>Rater 3</u>		5.00
<u>Total Score</u>		13.00
<u>Average Score</u>		4.33
<u>Weighted Score</u>		0.65
Price proposal:	1-5 20%	
<u>Total Score</u>		5.00
<u>Weighted Score</u>		1.10
Strength of the Section 3 plans:	1-5 10%	
<u>Rater 1</u>		2.00
<u>Rater 2</u>		2.00
<u>Rater 3</u>		2.00
<u>Total Score</u>		6.00
<u>Average Score</u>		2.00
<u>Weighted Score</u>		0.20
Strength of the S/W/MBE plans:	1-5 10%	
<u>Rater 1</u>		2.00
<u>Rater 2</u>		2.00
<u>Rater 3</u>		2.00
<u>Total Score</u>		6.00
<u>Average Score</u>		2.00
<u>Weighted Score</u>		0.20
Section 3 Preference: A firm may qualify for Section 3 status for up to an additional 5 points.#		
Category I: As detailed in Attachment D	5 (.25)	
Category II: As detailed in Attachment D	4 (.2)	
Category III: As detailed in Attachment D	3 (.15)	
Category IV: As detailed in Attachment D	2 (.1)	
Tota Weighted Score		4.00

Advertisement List
Solicitation # 1608-946-25-4552
Banking Services

Entity	Contact Name	Email	Method of Contact(Specify)
LiftFund	Celina Pena	cpena@acciontexas.org info@liftfund.com	
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		Contact@asasanantonio.org	
Associated Builders and Contractors S. Texas Chapter	Steve Schultz	steve@abcsouthtexas.org	
Builders Exchange	Jeannette Olguin	jeannette@virtualbx.com	
CDC News		plans@cdcnews.com	
CFMA	Tommy Wallace	wallacet@zhi.com kimr@avacpa.com	
Chinese Chamber of Commerce	Jerry Jin	jerry.jin@gsaccc.org jing.hao@gsaccc.org	
Goodwill Industries	Clark Mosely	cmosley@goodwillsa.org maguilar@goodwillsa.org	
Greater San Antonio Builders Association	Becky Oliver	oliverpub@aol.com	
The San Antonio Chamber of Commerce	Julie Oltersdorf	julieo@sachamber.org	
Hispanic Contractors Association de San Antonio	Clarissa Perez Dave Sanchez	exdir@hcadesa.org admin@hcadesa.org dave@hcadesa.org	
I Square Foot Plan Room		agcquoin@isqft.com saprojects@isqft.com	
IEC	Julie Howard	jhoward@iecsanantonio.com rvasquez@iecsanantonio.com	
MACB	Maria Monita	info@macb-sa.org	
MCA-SMACNA	Bob Pisors	mca-smacna@mca-smacna.org bob.pisors@mca-smacna.org	
Minority Business Council	Hector Garcia	hector@hegarciacpa.com	
National Alliance of Craftsmen Association	Victor Landa	arvelasquez01@yahoo.com	

**Advertisement List
Solicitation # 1608-946-25-4552
Banking Services**

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

BOARD OF COMMISSIONERS

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



David Nisivoccia
President and CEO



Muriel Rhoder
Chief Administrative Officer

REQUESTED ACTION:

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.

FINANCIAL IMPACT:

Minimal.

SUMMARY:

On February 28, 2013, the Board of Commissioners approved the restatement of the Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust (Plan), generally effective January 1, 2013; and Section 9.1.a of the Plan provides that the Plan may be amended by the Housing Authority at any time, provided that any amendment which affects the rights, duties, or responsibilities of the Trustee of the Plan may be made only with the Trustee's written consent.

The changes recommended are to amend the Employer Contribution Formula and the Base Contribution made on behalf of any Participant who is hired or rehired by the Employer on or after July 1, 2017, to 7% of the total Compensation of such Participant.

STRATEGIC OBJECTIVE:

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

ATTACHMENTS:

Resolution 5746
Certification of the Fourth Amendment through Resolution 5746

**SAN ANTONIO HOUSING AUTHORITY
Resolution 5746**

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

WHEREAS, on February 28, 2013, the Board of Commissioners (the "Commissioners") approved the restatement of the Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust (the "Plan"), generally effective January 1, 2013; and

WHEREAS, Section 9.1.a of the Plan provides that the Plan may be amended by the Housing Authority at any time, provided that any amendment which affects the rights, duties, or responsibilities of the Trustee of the Plan may be made only with the Trustee's written consent; and

WHEREAS, the restated Plan has been amended three times; and

WHEREAS, the Commissioners wish to amend Section 5.3.b.2 of the Plan, Employer Contributions, to provide that the Base Contribution made on behalf of any Participant who is hired or rehired by the Employer on or after July 1, 2017, shall be 7% of the total Compensation of such Participant.

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

- 1) Approves Resolution 5746 amending and restating Plan Section 5.3.b.2. of the Housing Authority of City of San Antonio Employees' Money Purchase Pension Plan and Trust as Restated, effective January 1, 2013, as hereby amended, and as previously amended, and is hereby ratified and confirmed.

Passed and approved the 7th day of September 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

**HOUSING AUTHORITY OF THE CITY OF SAN ANTONIO
EMPLOYEES' MONEY PURCHASE PENSION PLAN AND TRUST
Restated Effective January 1, 2013**

FOURTH AMENDMENT

WHEREAS, on February 28, 2013, the Board of Commissioners (the "Commissioners") approved the restatement of the *Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust* (the "Plan"), generally effective January 1, 2013; and

WHEREAS, Section 9.1.a. of the Plan provides that the Plan may be amended by the Housing Authority at any time, provided that any amendment which affects the rights, duties, or responsibilities of the Trustee of the Plan may be made only with the Trustee's written consent; and

WHEREAS, the restated Plan has been amended three times; and

WHEREAS, the Commissioners desire to amend the Plan to establish a new Employer Contribution formula with respect to Participants who are hired or rehired on or after July 1, 2017; and

WHEREAS, on September 7, 2017, the Commissioners adopted Resolution No. 5746, amending and restating Plan Section 5.3.b.2 as set out below.

NOW, THEREFORE, the Housing Authority of the City of San Antonio, in accordance with the provisions of the Plan pertaining to amendments thereof, hereby amends the Plan, effective July 1, 2017, to provide as follows:

Plan Section 5.3.b.2 is amended and restated in its entirety to read as follows:

5.3.b.2 Employer Contributions: The Employer Contribution (including the amount by which Forfeitures are used to reduce the Employer Contribution) shall be allocated to the Employer Contribution Account of each Participant eligible to share in allocations for a Plan Year, as follows: (A) 10% of the total Compensation of such Participant (the "Base Contribution"), plus (B) 5.7% of the Excess Compensation of such Participant (the "Excess Contribution"). Effective for Compensation earned on or after July 9, 2000, however, the Employer Contribution (including the amount by which Forfeitures are used to reduce the Employer Contribution) shall be allocated to the Employer Contribution Account of each Participant eligible to share in allocations for a Plan Year, as follows: (A) 11% of the total Compensation of such Participant (the "Base Contribution"), plus (B) 5.7% of the Excess Compensation of such Participant (the "Excess Contribution"). (Notwithstanding the above, however, no portion of the Employer Contribution shall be allocated to a Participant's Employer Contribution Account to the extent such allocation would result in an excess annual addition under Code Section 415 with respect to such Participant. Furthermore, the Base Contribution made on behalf of

any Participant who is hired or rehired by the Employer on or after July 1, 2017, shall be 7% of the total Compensation of such Participant.)

Except as hereby amended, the Housing Authority of City of San Antonio Employees' Money Purchase Pension Plan and Trust as Restated, effective January 1, 2013, and subsequently amended, is hereby ratified and confirmed.

EXECUTED this 7th day of September, 2017.

EMPLOYER

HOUSING AUTHORITY OF THE
CITY OF SAN ANTONIO

By:

David Nisivoccia
President/Chief Executive Officer

BOARD OF COMMISSIONERS

RESOLUTION 5747, ADOPTING THE SAN ANTONIO HOUSING AUTHORITY INTERNAL
AUDIT PLAN FOR 2017-2018

David Nisivoccia
President and CEO

Muriel Rhoder
Chief Administrative Officer

Patrick Zacchin
Director of Internal Audit**REQUESTED ACTION:**

Consideration and approval regarding Resolution 5747, adopting the San Antonio Housing Authority Internal Audit Plan for 2017-2018.

FINANCIAL IMPACT:

None.

SUMMARY:

The 2017-2018 Internal Audit Plan is a risk-based plan developed to determine the priorities of the Internal Audit department are consistent with the Definition of Internal Auditing, the Code of Ethics, the International Standards for the Professional Practice of Internal Auditing (Standards), and the San Antonio Housing Authority's (Housing Authority's) strategic goals. Standard 2020, entitled Communication and Approval, requires the chief audit executive (CAE – Director of Internal Audit) to communicate the internal audit activity's plans and resource requirements to senior management and the Board for review and approval. The Housing Authority Internal Audit Plan is defined in the Housing Authority Internal Audit Charter and included as part of the comprehensive internal audit program established pursuant to the Housing Authority Internal Audit Policy. Final approval of the Internal Audit Plan for 2017-2018 resides with the Board of Commissioners. Internal audit activities align with the Housing Authority's strategic goal to transform core operations to be a high performing and financially strong organization.

Standard 2010, entitled Planning, requires the internal audit plan to be based on a documented risk assessment, undertaken at least annually, with input from senior management and the Board. The Housing Authority CAE issued risk assessment surveys to the members of the Board of Commissioners, the Board's attorney, and to each member of senior management and multiple operational personnel. The results of these surveys were tabulated to identify the significant risk areas, which were then included as proposed engagements for the 2017-2018 internal audit plan.

Additionally, in accordance with the approved Internal Audit Charter, at least twice a year, the Audit Committee will meet separately with the CAE to provide a status report on operations and to discuss any matters that the Audit Committee or the CAE believes should be discussed privately. The Internal Audit Charter requires the CAE to communicate any significant deviation from the approved internal audit plan to the Audit Committee, CEO, and Legal and Compliance Officer, or equivalent, through periodic activity reports. This update provides the required communication.

- Internal Audit Plan Status – through FY 2016-2017 Quarter 4
- Summary of Management's Corrective Actions

Management Corrective Action plans are input to a spreadsheet to allow for easier tracking of the status of the action items. This spreadsheet is attached and includes one tab for all open corrective actions. Corrective actions have been highlighted red, yellow, or green, to signify an action that is behind schedule, approaching a deadline in the next 30 days, has a deadline over 30 days out, or completed, respectively.

STRATEGIC OBJECTIVE:

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

ATTACHMENTS:

Resolution 5747

PowerPoint: Internal Audit Plan 2017-2018

PowerPoint: Internal Audit Update – 8-17-17

Attachment – Status of Management Corrective Actions – 8-17-17

SAN ANTONIO HOUSING AUTHORITY
Resolution 5747

RESOLUTION 5747, ADOPTING SAN ANTONIO HOUSING AUTHORITY INTERNAL AUDIT PLAN FOR 2017-2018

WHEREAS, internal auditing is an independent, objective, assurance, and consulting activity designed to add value and improve the San Antonio Housing Authority (Housing Authority) operations; and

WHEREAS, internal auditing helps the Housing Authority accomplish its mission by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes; and

WHEREAS, internal auditing serves as a resource for identifying opportunities for best practices and efficiencies; and

WHEREAS, internal audit activities align with the Housing Authority's strategic goal to transform core operations to be a high performing and financially strong organization; and

WHEREAS, 2017-2018 internal audit plan is a risk-based plan developed to determine the priorities of the internal audit activity consistent with the Definition of Internal Auditing, the Code of Ethics, the International Standards for the Professional Practice of Internal Auditing (Standards) and the Housing Authority's strategic goals; and

WHEREAS, Standard 2020, entitled Communication and Approval, requires the chief audit executive (CAE – Director of Internal Audit) to communicate the internal audit activity's plans and resource requirements to senior management and the board for review and approval; and

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

- 1) Approves Resolution 5747, adopting the San Antonio Housing Authority Internal Audit Plan for 2017-2018, as attached to this Resolution.

Passed and approved the 7th day of September 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO



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Internal Audit Plan 2017-2018

**Presentation to Finance Committee
August 17, 2017**

Objective and Background

■ Objective

- Review the proposed SAHA Internal Audit Plan for adoption to set the priorities for the internal audit function for Fiscal Year 2017-2018

■ Background

- The Internal Audit Department adheres to The Institute of Internal Auditors, Inc. (The IIA), Definition of Internal Auditing and the Code of Ethics, as documented in the approved SAHA Internal Audit Policy and Internal Audit Charter
- IIA Standard 2010, entitled Planning, requires the internal audit plan to be based on a documented risk assessment, undertaken at least annually, with input from senior management and the Board
- IIA Standard 2020, entitled Communication and Approval, requires the chief audit executive (CAE), i.e., SAHA's Director of Internal Audit, to communicate the internal audit activity's plans and resource requirements to senior management and the Board for review and approval

Process for Developing the 2017-2018 Internal Audit Plan

- ❑ **Risk Assessment Survey conducted**
- ❑ **Key variables assessed:**
 - ❑ Staff time used in the process
 - ❑ Public disclosure implications
 - ❑ Aligns well with the strategic objectives
 - ❑ Increased Senior Management/Commissioner interest over prior year
 - ❑ Recent changes in personnel/procedures
 - ❑ Internal and external compliance requirements
- ❑ **Took into account oversight provided by the following:**
 - ❑ Independent Financial and Compliance Audit
 - ❑ Compliance Activities
 - ❑ Regulatory Audits and Reviews
 - ❑ Other Third Party Reviews
- ❑ **Risk Coverage:**

High Risk	100%	Moderate Risk	15%
Sensitive Risk	30%	Low Risk	5%

Process for Developing the 2017-2018 Internal Audit Plan, cont'd.

- **Risk Assessment Surveys completed by staff**
- **Risk Assessment Surveys completed by the Board of Commissioners**
- **Risk Assessment Methodology same as that used for the Fiscal Year 2016-2017 Audit Plan**
- **Results of the Risk Assessment Surveys shared with the Finance Committee and the Board of Commissioners, along with the proposed Internal Audit Plan for the fiscal year**

Risk Assessment Survey Results

Board of Commissioners Top 10 Business Process Risks

Asset Management

- Financing/refinancing of real estate assets
- Evaluation process for rehabilitation or re-purposing of critical and non-critical real estate assets
- Process for overseeing performance of mixed-financed assets
- Implementation of Five-Year Capital Plan

Community Development Initiatives (CDI)

- Move to Work (MTW) Program operations
- Family Self-Sufficiency (FSS) programs and services
- Jobs Plus grant program operations; report-out

Construction Services and Sustainability

- Planning, development and design of retrofit or modernization projects with architectural and engineering firms for capital improvement projects at Public Housing (PH) and Beacon Communities properties
- Management of capital improvement retrofit or modernization construction contracts for PH and Beacon Communities

Development Services and Neighborhood Revitalization

- Construction of new developments managed by third parties

Risk Assessment Survey Results

Business Processes	BoC	Exec	Ops/Staff
Asset Management - Financing/refinancing of real estate; evaluation for rehabilitation/repurposing of real estate; performance of mixed finance assets	X	X	X
Assisted Housing Programs - Eligibility and admissions processes, including resident intake; recertifications; inspections		X	X
Community Development Initiatives (CDI) - Education Investment Foundation (EIF) fundraising and awards processes; ROSS and FSS grants; grant administration; Jobs Plus	X	X	X
Construction Services and Sustainability - Planning, development and contract management for capital improvements, retrofit, modernization of Public Housing and Beacon Communities; Grant management	X	X	
Development Services and Neighborhood Revitalization - Third party managed construction; capital planning for new developments	X	X	
Finance and Accounting - Budget process; paperless accounts payable system; refinancing	X	X	X
Human Resources - Review and update, streamline processes for recruiting, onboarding, performance management		X	X
Information Technology - Cyber security; disaster preparedness and recovery	X	X	X
Procurement - Operational and maintenance items, services procurement	X	X	
Public Housing - Resident intake; property maintenance; inspections	X	X	X
Safety and Security - Responsiveness to increased crime at properties; fire prevention, protection and response		X	

Internal Audit Plan for 2017-2018

1st Qtr. (July - Sept.)

Internal Audits:

- CDI Grants, including FSS, ROSS, Jobs Plus, Hope VI, Byrne Grant
- DPUY Funds

Monthly Compliance Reviews:

- Assisted Housing Programs
- Beacon Communities
- Mixed Income Properties
- Public Housing

Control Self-Assessments:

- CSA - Data Collection and Maintenance

2nd Qtr. (Oct. - Dec.)

Internal Audits:

- Housing programs eligibility and admissions processes, including resident intake
- Procurement processes and reporting

Monthly Compliance Reviews:

- Assisted Housing Programs
- Beacon Communities
- Mixed Income Properties
- Public Housing

Control Self-Assessments:

- CSA - Data Collection and Maintenance
- CSA - Fleet, including corrective action plans

3rd Qtr. (Jan. - March)

Internal Audits:

- Procurement processes and reporting, continued.
- DPUY Funds, follow-up

Monthly Compliance Reviews:

- Assisted Housing Programs
- Beacon Communities
- Mixed Income Properties
- Public Housing

Control Self-Assessments:

- CSA - Data Collection and Maintenance
- CSA - Family Self-Sufficiency

4th Qtr. (April - June)

Internal Audits:

- Human Resources
- Travel and Entertainment

Monthly Compliance Reviews:

- Assisted Housing Programs
- Beacon Communities
- Mixed Income Properties
- Public Housing

Control Self-Assessments:

- CSA - Move-to-Work Program reporting

Internal Audit also participates in various committees throughout the organization to provide guidance on appropriate internal controls.

Questions?



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Internal Audit Update

**Presentation to Finance Committee
August 17, 2017**

Internal Audit Plan Status

2015-2016 Internal Audit Plan

- **Annual Audits**
 - Capital Improvements at Public Housing and Beacon Communities
 - ▶ Draft final report being routed

2016-2017 Internal Audit Plan

- **Annual Audits**
 - Grant Administration – in progress
 - Housing Programs Eligibility and Admissions Processes – included in the Internal Audit Plan for 2017-2018
- **Monthly Compliance Audits (4th Quarter)**
 - Assisted Housing Program - 1,047 resident files audited through the end of the fiscal year
 - Beacon Communities - 9 properties for the quarter
 - Public Housing - 5 properties for the quarter

Compliance Audits

Issued reports for 14 Properties in the 4th Quarter - Significant Deficiencies noted:

- **Beacon Communities** - 9 properties
 - Incorrect rent calculations - two findings
 - Income verification documentation was over 120 days old at the time of recertification (all verification of income must be dated no earlier than 120 days prior to the annual recertification) - one finding
 - Criminal history request not approved - two findings
 - Waitlist report had personal identifying information that was not redacted - two findings

- **Public Housing** - 5 properties
 - Incorrect rent calculations - two findings
 - No verification of child support income - two findings

***Corrective Action Plans* to address the significant deficiencies were provided by management**

Status of Management Corrective Actions

- **19 open corrective action items; zero are new this quarter**
 - *Of the 19 open items, 4 are “best practice” items*
- **100% of open corrective action items are on target for completion**

Activities in Support of Strategic Goals – FY 2016-2017 Quarter 4

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

- **Human Resources File Review** – all recommendations have been finalized

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

- Reviewed six **Family Self-Sufficiency escrow** requests for payout

Status of Third Party Audits

- **HUD Field Monitoring of Continuum of Care Program**
 - A monitoring review of the Continuum of Care Program was conducted by local and headquarters staff from the Office of Special Needs Assistance Programs
 - Status – HUD’s General Counsel has replied to SAHA regarding administrative project costs, indicating they are not allowed. SAHA has refunded these costs (\$2,527.88)

- **Housing Authority of the City of San Antonio Employee’s Money Purchase Pension Plan**
 - The audit is still in progress

- **Financial and Compliance Audit for the Housing Authority of the City of San Antonio**
 - The audit is still in progress

Questions?

Status of Management Corrective Action Plans (8-17-17)

Plan Year	Final Report Date	Audit Title	Finding Type	Finding / Observation Number	Finding / Observation Description	Management's Corrective Action Plan	Original Estimated Completion Date	Revised Estimated Completion Date	Status	Officer	Comments
2012-2013	9/9/2013	Recruiting, Selection, and Onboarding	Best Practice	3	Develop standard dates for the hiring process that takes into account each step of the process to allow for better tracing of timelines between each step	Track the progress on major hires and prepare a summary report for each at the conclusion of the process; and in partnership with Internal Audit and Executives, convene briefings designed to consider policy and procedure changes	12/31/2013	6/30/2018	In Progress	MLR	Item is included in PlanBase.
2013-2014	11/25/2013	Audit of Compliance - Quarterly - Non-Profit - Homestead	Best Practice	2	The Rent Roll is maintained as a manual spreadsheet. Incorrect HAP amounts are listed and HAP tenants are not identified (as noted by Findings 9 and 10 above). This manual process provides a greater chance of errors and omissions.	The Non Profit portfolio is very diverse with many different requirements that our current software is not capable of supporting. Since the current software for Non Profit is inadequate, Management has been meeting with the Information Technology Department to identify software that would be beneficial to the Non Profit properties and integrate with the Agency's existing processes and systems. This software would be beneficial for the Non Profit Department and greatly enhance the performance of our properties and would also assist in supporting our programs.	FY 2014-2015	12/31/17	In progress	EH	Property Management Software approved by the BoC in November 2014. Property Management Software to go out through the Request for Proposals process again.
2013-2014	11/25/2013	Audit of Compliance - Quarterly - Non-Profit - Homestead	Internal Control Deficiency	9	The Rent Roll dated July 10, 2013, does not list the all tenants as receiving subsidy (HAP Payments).	The Rent Roll is a manual form so all information has to be entered with another process other than what our computer system is capable of handling. At this time, Non Profit Property Management has to run a HAP payment report from Landlords Corner and manually enter the information into the Rent Roll Report. The Property Managers have been trained to pull the report monthly and update the Rent Roll, as needed. Non Profit is currently working with Information Technology to identify a computer system/application that will meet the needs of the Non Profit properties and integrate with the Agency's current computer applications.	FY 2014-2015	12/31/2017	In progress	EH	Property Management Software approved by the BoC in November 2014. Property Management Software to go out through the Request for Proposals process again.
2013-2014	11/25/2013	Audit of Compliance - Quarterly - Non-Profit - Homestead	Internal Control Deficiency	10	The tenant rent subsidy amount listed on the Rent Roll does not match the tenant rent subsidy amount as per the HAP Contract (4 of 18)	The Rent Roll is a manual form so all information has to be entered with another process other than what our computer system is capable of handling. At this time, Non Profit Property Management has to run a HAP payment report from Landlords Corner and manually enter the information into the Rent Roll Report. The Property Managers have been trained to pull the report monthly and update the Rent Roll, as needed. Non Profit is currently working with Information Technology to identify a computer system/application that will meet the needs of the Non Profit properties and integrate with the Agency's current computer applications.	FY 2014-2015	12/31/2017	In progress	EH	Property Management Software approved by the BoC in November 2014. Property Management Software to go out through the Request for Proposals process again.

Status of Management Corrective Action Plans (8-17-17)

Plan Year	Final Report Date	Audit Title	Finding Type	Finding / Observation Number	Finding / Observation Description	Management's Corrective Action Plan	Original Estimated Completion Date	Revised Estimated Completion Date	Status	Officer	Comments
2013-2014	9/23/2015	Audit of Contract Compliance, Procurement Audit Follow-up and Procurement Processes for the Construction of New Developments	Best Practice	5	A listing for all purchases made during the scope period was incomplete. Further research determined that currently, there is not a central listing, which reflects all purchases made within a given time frame or "as of" date.	Procurement will work with the IT department to develop a program to utilize JDE to pull data in categories to distinguish formal contract/agreement, one-time non-contract purchase orders and other small dollar purchases. Currently the system is limited on what can be provided in the format that is needed. Additionally, Procurement will maintain a log for purchases less than \$2,000.	10/31/2015	12/31/2017	In Progress	MLR	Procurement is working with IT on a solution.
2013-2014	10/5/2015	Audit of Records Retention	Internal Control Deficiency	1	Agency email communications are currently being retained indefinitely, and could be subject to e-discovery requirements.	Emails have been retained since an incident arose where Commissioners lost emails that had been sent to their agency email accounts. At this point, we will work with the Interim President and CEO to ensure that the email record retention policy will hereinafter be followed.	12/31/2015	12/31/2017	In Progress	MLR	Records Retention is waiting on an email retention system. Google Unlimited has been procured.
2013-2014	10/5/2015	Audit of Records Retention	Best Practice	1	Finance and Accounting budget records, titled Budget Working Papers, were withheld from the most recent document destruction and were requested to be retained permanently.	The Records Disposition Schedules (RDS) will be revised to be more specific in order to meet each department's needs. We will meet with department directors and records liaisons from each department before January 2016 to establish the needs of each department and will draft a more specific RDS based on these meetings before July 1, 2016. The updated RDS will adopt guidelines that are in accordance with HUD rules and regulations so long as they are not shorter than state requirements in which case the state requirements will prevail.	12/31/2015	10/31/2017	In Progress	MLR	A Records Coordinator is currently in the hiring process.
2014-2015	8/13/2015	Special Programs Audit	Significant Deficiency	2	Utilization of multiple Special Programs is under 90%.	VASH, HSV and Set Aside utilization at 90% by the 2nd quarter of FY 2015-2016.	12/31/2015	12/31/2017	In progress	DN	VASH - 89.59%; Set-aside-84% - December 2016 VASH - 84.71%; Set-aside - 76.50% - July 2017
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - Public Housing	Significant Deficiency	1	On file could not be located and was not available for review. In addition, an inventory of the property's resident files was not available for review during the course of the audit.	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files	07/01/2017	12/31/2017	In Progress	EH	

Status of Management Corrective Action Plans (8-17-17)

Plan Year	Final Report Date	Audit Title	Finding Type	Finding / Observation Number	Finding / Observation Description	Management's Corrective Action Plan	Original Estimated Completion Date	Revised Estimated Completion Date	Status	Officer	Comments
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	2	Termination paperwork could not be located in five of the 68 files reviewed.	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of terminated files.	07/01/2017	12/31/2017	In Progress	EH	
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	3	For seven of the 68 files tested, the residents were terminated through eviction; however, the eviction authorization could not be located in the respective residents' file.	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files.	07/01/2017	12/31/2017	In Progress	EH	
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	4	Five exceptions related to <i>Debts Owed to a Public Housing Agency</i> were noted.	The corrective action plan to address errors in the intake process, including checking for outstanding debts, was implemented in 2014 and extended through 2015. The files pulled have move out dates during this file conversion transition. The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files. An EOP Standard Operating Procedure will be developed by March 1, 2017 to address EIV reporting and reporting outstanding debt to third party collection agency. The EOP SOP will be added to the 2017 Manager and CSS training plan.	07/01/2017	12/31/2017	In Progress	EH	
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	5	The <i>Account Closeout</i> Form could not be located in 15 of the 68 files reviewed.	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files.	07/01/2017	12/31/2017	In Progress	EH	

Status of Management Corrective Action Plans (8-17-17)

Plan Year	Final Report Date	Audit Title	Finding Type	Finding / Observation Number	Finding / Observation Description	Management's Corrective Action Plan	Original Estimated Completion Date	Revised Estimated Completion Date	Status	Officer	Comments
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	8	Four exceptions related to <i>Abandoned Notice to Vacate NTO</i> or <i>Notice to Vacate</i> were noted.	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files.	07/01/2017	12/31/2017	In Progress	EH	
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	9	Six exceptions related to <i>Move-Out Inspections</i> were noted.	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files.	07/01/2017	12/31/2017	In Progress	EH	
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	10	For four of the 68 files reviewed, it was noted that the Elite system print-out of the <i>Tenant Notes</i> was not a complete printout, which would be notes through termination date.	Public Housing has a pending item to remove Elite Tenant Notes from the Resident File, approved by the current Audit Director.	07/01/2017	12/31/2017	In Progress	EH	
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	11	For seven of the 68 files reviewed, it was noted that file documents were not in order according to the resident file checklist.	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files.	07/01/2017	12/31/2017	In Progress	EH	
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	12	For seven of the 68 files reviewed, it was noted that some file documents were not securely fastened.	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files.	07/01/2017	12/31/2017	In Progress	EH	
2014-2015	03/30/2017	Audit of the Resident and Program Participant Termination Process - <u>Public Housing</u>	Other Internal Control Deficiency	13	One of the 68 files reviewed was not stamped "Confidential."	The Public Housing department will develop an End of Participation (EOP) checklist to organize documents in a logical order to facilitate terminating occupancy and auditing by community managers. The checklist will be developed by March 1, 2017. Effective July 1, 2017, Assistant Directors will audit 1% of EOP files.	07/01/2017	12/31/2017	In Progress	EH	

BOARD OF COMMISSIONERS

RESOLUTION 5748, AUTHORIZING THE SALE OF APPROXIMATELY 3.13 ACRES OF VACANT LAND LOCATED ON 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 THE EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY TO CONSUMMATE SUCH TRANSACTION



David Nisivoccia
President and CEO



Ed Hinojosa
Chief Financial Officer

REQUESTED ACTION:

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.

FINANCIAL IMPACT:

The broker has presented a purchase contract from NoStandard Properties, LLC, for \$220,000. The most recent appraisal performed by The Glen Company, valued the land at \$220,000, as of July 26, 2016. It is estimated that this transaction will generate approximately \$204,600 after payment of transaction related costs. The net sale proceeds will be utilized to fund capital projects to preserve affordable housing units in San Antonio Housing Authority's Public Housing portfolio.

SUMMARY:

The San Antonio Housing Authority has developed a five-year asset management plan to evaluate capital investment in the Public Housing and Beacon portfolios. As part of this analysis, SAHA staff has identified real estate holdings that are not critical to its mission statement or implementation of its strategic plan.

The subject parcel was once part of the East Terrace Public Housing development, which was demolished to make way for the construction of single family homes. A portion of property was redeveloped using Hope VI grant funds. The area was redeveloped with 119 single family homes, which were sold to individuals that met income eligibility requirements. The remaining 18.2 acres were not developed due to a lack of funding.

In 2014, SAHA sold 12.02 acres of the remaining parcel to the developer of the IDEA School. At the November 2016, Operations and Choice Neighborhood Committee meeting, staff updated the committee that two parcels were being listed for sale, a 2.52 acre parcel and the subject parcel. In December 2016, the parcels were listed with Cano & Company (a commercial broker currently under contract with SAHA). The 2.52 acres parcel was sold at the current appraised value of \$215,000 and has since closed.

The 3.13 acre parcel is zoned R-6, Residential Single-Family District (permitted uses of single family dwelling detached with minimum lot size of 5,000 square feet, foster family home, nursery, public and private schools). SAHA received offers of \$150,000 and \$190,000, and both offers were rejected, given the current appraised value of \$220,000. After further negotiations, the buyer submitted a full price offer of \$220,000. Staff is recommending approval of the sale of this non strategic asset at the current appraised value.

STRATEGIC OBJECTIVE:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5748

Map

SAN ANTONIO HOUSING AUTHORITY
Resolution 5748

RESOLUTION 5748, AUTHORIZING THE SALE OF APPROXIMATELY 3.13 ACRES OF VACANT LAND 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 THE EXECUTION OF ANY AND ALL DOCUMENTS NECESSARY TO CONSUMMATE SUCH TRANSACTION

WHEREAS, the Housing Authority of the City of San Antonio, has completed a review of its real estate portfolio and determined this asset is not critical to the implementation of SAHA's Strategic Plan; and

WHEREAS, the U.S. Department of Housing and Urban Development has approved SAHA's disposition application for the sale of this Public Housing asset; and

WHEREAS, the property has been listed on MLS since December 2016. Several inquiries were received, but the highest purchase offer submitted was at the current appraised value of \$220,000; and

WHEREAS, net proceeds from the sale of this Public Housing asset will be utilized to fund preservation activities to extend the useful life of existing Public Housing units in SAHA's portfolio.

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

- 1) Approves Resolution 5748, authorizing the sale of approximately 3.13 acres of vacant land at Rosary Street between S. Garcia Street and S. Rio Grande Street in San Antonio, Texas; the sale of such property to the highest bidder, and the execution of any and all documents necessary to consummate such transaction.
- 2) Authorizes the President and CEO, or designee, to execute any and all documents necessary to consummate this transaction.

Passed and approved the 7th day of September 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

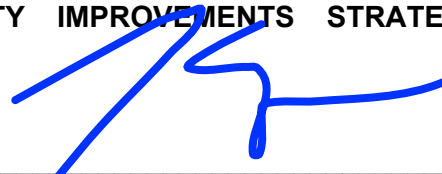


BOARD OF COMMISSIONERS

RESOLUTION 5750, AUTHORIZING SAHA TO ACCEPT \$50,000.00 FROM THE CITY OF SAN ANTONIO FOR CRITICAL COMMUNITY IMPROVEMENTS STRATEGY #6, NEIGHBORHOOD BEAUTIFICATION



David Nisivoccia
President and CEO



Timothy E. Alcott
Real Estate and Legal Services Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 5750, authorizing SAHA to accept \$50,000.00 from the City of San Antonio (City) for Critical Community Improvements Strategy #6, Neighborhood Beautification.

FINANCIAL IMPACT:

SAHA has no cost, and will receive \$50,000.00.

SUMMARY:

Choice Neighborhood strategies include enhancements that benefit walkability, such as the improvement of lighting, art, streets, sidewalks and streetscape. SAHA is partnering with the City to provide these improvements in the Choice neighborhood. The coordinated efforts emphasize raising the level of neighborhood streets and amenities.

Strategy #6 of the Critical Community Improvements Plan is Neighborhood Beautification of which, the planting of 226 trees, is a part of. The City has donated trees and supplies as well as \$50,000.00 in augmented funds to aid in maintenance and in watering, over the next three years.

Staff respectfully requests approval to receive the \$50,000.00, for use in Strategy #6 as outlined in the interlocal agreement between the City and SAHA.

STRATEGIC GOAL:

Strategically expand the supply of affordable housing.

ATTACHMENTS:

Resolution 5750

**San Antonio Housing Authority
Resolution 5750**

RESOLUTION 5750, AUTHORIZING SAHA TO ACCEPT \$50,000.00 FROM THE CITY OF SAN ANTONIO FOR CRITICAL COMMUNITY IMPROVEMENTS STRATEGY #6, NEIGHBORHOOD BEAUTIFICATION

WHEREAS, SAHA was awarded a \$29.7 million dollar grant from the Department of Housing and Urban Development's (HUD) Choice Neighborhood Initiative (CNI). The CNI promotes a comprehensive approach to transforming distressed areas of concentrated poverty into viable and sustained mixed-income neighborhoods, by linking housing improvements with a wider variety of public services, including schools, public transit and employment opportunities; and

WHEREAS, SAHA is in the process of making improvements to transform housing within the Choice Neighborhood on the City of San Antonio's (City's) Eastside of San Antonio, into energy-efficient, mixed-income housing, that is physically and financially viable over the long term. The City desires to support SAHA's efforts in this initiative and will provide a one-time funding for tree installation, watering and maintenance activities; and

WHEREAS, the City will appropriate \$50,000.00 from the Tree Canopy and Mitigation funds to SAHA for oversight of the installation, maintenance and watering of trees within and surrounding the Choice Neighborhood Initiative on the Eastside of San Antonio, as part of the process to transform and beautify the neighborhood; and

WHEREAS, SAHA wishes to accept the \$50,000.00 in Tree Canopy and Mitigation funds from The City of San Antonio, to support the watering and maintenance activity over the next three years.

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

- 1) Approves Resolution 5750, authorizing SAHA to accept \$50,000.00 from the City of San Antonio for Critical Community Improvements Strategy #6, Neighborhood Beautification; and
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this Resolution.

Passed and approved the 7th day of September 2017.


Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:


David Nisivoccia
President & CEO

BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

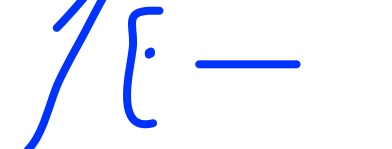
RESOLUTION 5751, AUTHORIZING THE SELECTION OF NRP LOAN STAR DEVELOPMENT, LLC, AS DEVELOPMENT PARTNER FOR ALAZAN-APACHE COURTS AND AUTHORIZING THE PRESIDENT AND CEO, AND HIS DESIGNATED STAFF TO: FURTHER CLARIFY AND ENHANCE THE DEVELOPER'S PROPOSAL; NEGOTIATE A DEVELOPMENT AGREEMENT; SUBMIT APPLICATIONS 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



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Timothy E. Alcott
Real Estate and Legal
Services Officer

REQUESTED ACTION:

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.

FINANCIAL IMPACT:

The selected development partner will assist with the planning and conceptual design process, community engagement, collaboration with community partners, creation of the Transformation Plan and the development of a competitive Choice Neighborhood Implementation Grant submission for an amount not to exceed \$250,000.00, which includes \$75,000 for contingency items. The agency will utilize MTW funds approved to support the preservation and expansion of affordable housing to cover the cost of this endeavor.

SUMMARY:

Alazan-Apache Courts was the first Public Housing development in San Antonio and is located near the central business district. This development was constructed in two phases, beginning with Alazan Courts Tx6-01 in 1940 with a total of 501 units on approximately 33 acres; and Apache Courts Tx6-01A, constructed in 1941 with 184 units on 15.6 acres. The buildings are

barracks style with basic infrastructure systems that have reached the end of their useful life and are at the point of obsolescence.

SAHA requires the services of a development partner to implement a collaborative transformation plan at SAHA's Alazan-Apache Courts. In its approach, the development partner will be required to consider in its strategy both multi-family rentals, homeownership units for a broad range of income (subject to market conditions), as well as, retail and non-residential opportunities. Initially, the development partner will be tasked with developing and submitting a CNI grant, coordinating the Master Transformation Plan, and assisting SAHA in evaluating the various developer partner approaches, and recommending the plan that best meets the needs and interest of the parties. If the CNI grant is successful, the development partner will also be responsible for securing funding for the development program, financial closing and construction.

SAHA will be identified as a co-developer and anticipates maintaining significant leadership, ownership and operational roles in the development. The development partner in collaboration with SAHA will be responsible for securing funding for pre-development, the development program, construction, lease up and management.

The Transformation Plan will contain strategies for implementing the public housing revitalization component of this 685 combined unit community, as well as, the "people" and "neighborhood" components. It will also be aligned with the City Planning Department's planning development efforts for the same neighborhood.

On August 1, 2017, SAHA issued a "Request For Qualifications and Proposals #1707-909-57-4691 for Development Partner for Alazan-Apache Courts, which closed on August 22, 2017. The solicitation was published on the SAHA website, Electronic State Business Daily (ESBD), The Hart Beat, La Prensa, various other venues and direct solicited to 107 contractors. A total of three proposals were received in response to the solicitation: Franklin Development Properties (WBE), NRP Loan Star Development, LLC, and Galaxy Builders, Ltd (ABE) A Joint Venture with Versa Development, LLC (ABE). All proposals were first evaluated based on experience and the capacity of their development team. Proposers who best demonstrated their experience and qualification to perform the service were shortlisted and evaluated on the remaining criteria: management plan/technical response/design concept and development plan, financing structure and plan, and strength of the Section 3 and SWMBE plans. Based on the above, NRP Loan Star Development, LLC, is the highest rated responsive and responsible proposer and is therefore recommended for contract award.

NRP Lone Star Development, LLC, was formed and operates in the State of Texas and is an affiliate of NRP Group, LLC. They have multiple developments in and around the greater San Antonio area and operate other affiliates to include NRP Holdings, LLC, NRP Management, LLC and NRP Contractors II, LLC. NRP Holdings, LLC, was founded in 1995 and is located in San Antonio, Texas. They are a national multifamily developer constructing multi-family, senior and student housing, along with single-family urban infill. NRP has developed over 28,000 units in 12 states to include: Arizona, Florida, Indiana, Louisiana, Michigan, New Mexico, New York, North Carolina, Ohio, Pennsylvania, Texas, and Virginia. In Texas they have developed over 10,000 units with 4,227 multifamily and senior units being developed in San Antonio. Additionally, they are a contractor and property manager, managing over 18,000 residential

units. This developer has received prior awards from SAHA for San Juan Square I, San Juan Square II, The Gardens at San Juan Square, Mirabella, Costa Valencia, Costa Mirada, and The Alhambra. Their Housing Authority clients include: Brooks Development Authority, Dallas Housing Authority, Fort Worth Housing Authority, Denton Housing Authority, Corpus Christi Housing Authority, and Beaumont Housing Authority. SAHA's Section 3 Coordinator will work with this developer to identify ways they may assist the Agency with their 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 departments in the contract renewal or new solicitation process.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5740

Company Profile

Scoring Matrix

Ad List

Map and Implementation Grant Boundary

**San Antonio Housing Authority
Resolution 5751**

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

WHEREAS, on August 1, 2017, SAHA issued a "Request For Qualifications and Proposals #1707-909-57-4691 for Development Partner for Alazan-Apache Courts, which closed on August 22, 2017; and

WHEREAS, a total of three proposals were received in response to the solicitation; and NRP Loan Star Development, LLC, is the highest rated responsive and responsible proposer and is therefore recommended for contract award; and

WHEREAS, the selected development partner will assist with the planning and conceptual design process, community engagement, collaboration with community partners, creation of the Transformation Plan and the development of a competitive Choice Neighborhood Implementation Grant submission for an amount not to exceed \$250,000, which includes \$75,000 for contingency items. The agency will utilize MTW funds approved to support the preservation and expansion of affordable housing to cover the cost of this endeavor; 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 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, which includes \$75,000 for contingencies, 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.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 7th day of September 2017.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

NRP Lone Star Development, LLC Company Profile

NRP Lone Star Development, LLC was formed and operates in the State of Texas and is an affiliate of NRP Group, LLC. They are located in San Antonio. The NRP Group is a leading development, general contracting, and property management firm and is headquartered in Cleveland, Ohio. They have multiple developments in and around the greater San Antonio area and operate other affiliates to include NRP Holdings, LLC, NRP Management, LLC and NRP Contractors II, LLC. Their developments include public-private partnerships with entities such as Brooks Development Authority, Alamo Colleges, San Antonio Housing Trust Finance, Bexar County Housing Authority and the City of San Antonio.

NRP Group was founded in 1995 and have developed units in 12 states and manage over 18,000 residential units. In Texas, they have developed over 10,000 units and in San Antonio they have developed over 4,200 multi-family and senior units.

SAHA has previously awarded NRG with contracts for San Juan Square I, San Juan Square II, The Gardens at San Juan Square, Mirabella, Costa Valencia, Costa Mirada, and The Alhambra.

NRP has experience housing authorities that include those in Dallas, Fort Worth, Denton, Corpus Christi and Beaumont. Their Texas projects include the San Juan Homes (three phases), Cevallos Lofts, Balcones Lofts; Acme Road Apartments, Easterling Culebra Apartments, Broadmoor Apartments, the Kennedy at Brooks, The Flats at Big Tex, among others.

Scoring Matrix
1708-909-57-4691 - Development Partner for Alazan Apache Courts

Criterion Description	Max Points Weight	Franklin Development	NRP Lone Star Development LLC	Versa Development Galaxy Builders
Experience and Capacity of the Development Team:	1-5 35%			
Rater 1		4.00	5.00	3.00
Rater 2		4.00	5.00	4.00
Rater 3		4.00	5.00	3.00
Total Score		12.00	15.00	10.00
Average Score		4.00	5.00	3.33
Weighted Score		1.40	1.75	1.17
Management Plan/Technical Response/Design Concept and Development Plan:	1-5 25%			
Rater 1		4.00	5.00	Not Short Listed
Rater 2		4.00	5.00	
Rater 3		4.00	4.00	
Total Score		12.00	14.00	
Average Score		4.00	4.67	
Weighted Score		1.00	1.17	
Financing Structure and Plan:	1-5 30%			
Rater 1		4.00	5.00	
Rater 2		4.00	4.00	
Rater 3		3.00	5.00	
Total Score		11.00	14.00	
Average Score		3.67	4.67	
Weighted Score		0.92	1.17	
Strength of the SWMBE plan:	5%			
Rater 1		3.00	3.00	
Rater 2		3.00	3.00	
Rater 3		3.00	3.00	
Total Score		9.00	9.00	
Average Score		3.00	3.00	
Weighted Score		0.30	0.30	
Strength of the Section 3 plan:	5%			
Rater 1		3.00	3.00	
Rater 2		3.00	3.00	
Rater 3		3.00	3.00	
Total Score		9.00	9.00	
Average Score		3.00	3.00	
Weighted Score		0.30	0.30	
Section 3 Preference: A firm may qualify for Section 3 status for up to an additional 5 points.				
Category I: As detailed in Attachment D	5 (.25)			
Category II: As detailed in Attachment D	4 (.2)			
Category III: As detailed in Attachment D	3 (.15)			
Category IV: As detailed in Attachment D	2 (.1)			
Total Weighted Score		3.92	4.68	Not Short Listed

Advertisement List
Solicitation # 1707-909-57-4691
Development Partner for Alazan-Apache Courts

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@goodwill.sa.org maguilar@goodwill.sa.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@hcalesa.org admin@hcalesa.org dave@hcalesa.org	
I Square Foot Plan Room		agcquoin@isqft.com saprojects@isqft.com	
IEC	Julie Howard	jhoward@iecsanantonio.com rvasquez@iecsanantonio.com	
MCA-SMACNA		mca-smacna@mca-smacna.org	
Minority Business Council	Hector Garcia	hector@hegarciacpa.com	
National Alliance of Craftsmen Association	Victor Landa	arvelasquez01@yahoo.com	
National Association of Women in Construction (NAWIC)	Sandee Morgan	nawicerin@gmail.com nawicsatx@gmail.com	

Advertisement List
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Development Partner for Alazan-Apache Courts

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

Advertisement List
Solicitation # 1707-909-57-4691
Development Partner for Alazan-Apache Courts

1ST PROCYON CONSULTING CORPORATION	Principal/Rose Greer	rgreer@1stpc.net	214-477-6992
360TXC LLC	Tony Lester	estimator@360txc.com	877-710-7474
ACUMEN ENTERPRISES, INC.	Wayne Boyter	wayne@acumen-enterprises.com	972-572-0701
AJ Commercial Svc	Rafalita Avalos	ravalos@ajcommserv.com	
ASKI PROCUREMENTS	Solomon Madudu	info@askiprocurements.com	512-317-5858
BELLA LUNA ENGINEERING & BLDG. MAINT	Larry Luna	lorenzo@bellalunaengineering.net	915-888-1777
CAPITOL CONCRETE CONTRACTORS INC	Sandra Moore	sandra@capitolconcrete.net	512-515-0650
CBMAA, LLC	Wellington Facility Services	chris.patton@wellingtonfs.com	214-227-2269
CDMTEK	Chris Mansour	chris@cdmtek.com	512-788-3086
CHARLES N. WHITE CONSTRUCTION COMPANY	William G. Farnum	billf@whiteconst.com	512-583-9207
DONALD HUBERT CONSTRUCTION CO INC	DONALD HUBERT	dhubertco@sbcglobal.net	361-592-9593
DRC EMERGENCY SERVICES, LLC	Lisa Garcia	lgarcia@drcusa.com	504-482-2848
EAS CONTRACTING, LP	President/Carroll Edwards	aq@easlp.com	972-590-5576
EMJ CONSTRUCTION	John Maggiore	john.maggiore@emjcorp.com	972-580-1210
EMPRESS TRANSPORT & EXCAVATION	Rosa R Montoya	montoyarosar@yahoo.com	830-460-9365
Foster CM Group	Paul W Foster	fostercmg@fostercmggroup.com	210-804-1004
FUGRO CONSULTANTS INC	Lisa A. Thomas	Lthomas@fugro.com	512-977-1800
GAINCO, INC.	Theresa Nix	tnix@gaincoinc.com	361-643-4378
GROUND FLOOR CONSULTING	Field Supervisor / Aaron Williams	groundfloorconsulting@yahoo.com	903-503-4936
H & M REAL ESTATE SERVICES	Matias J. Allende	ma@hmresa.com	210-602-8818
HAMMES COMPANY	Brad Rowell	browell@hammesco.com	720-466-0542
HARRISON WALKER & HARPER LP	Randall Stanley	rstanley@hwh1887.com	903-783-3697
HAYDON BUILDING CORP	Fritz Behrhorst	fbehhorst@haydonbc.com	602-296-1496
HGR GENERAL CONTRACTORS, L.P.	Randy D Reynolds	info@hgrgc.com	903-566-1314
HJD Capital Electric	Dave Wineman	mseigler@hjdcapital.com	210-681-0954
HORIZON INTERNATIONAL GROUP, LLC	SADIE RUCKER	srucker@HGIUSA.COM	713-660-8282
HOSS LAND SERVICES LLC	Donna Hoss	hossland@qvtc.com	830-980-8610
JAMES W. TURNER CONSTRUCTION, LTD.	James W. Turner	Jwturner@jwtc.net	281-290-9011
K&L CONTRACTORS, INC.	Kemi Faulkenbery	kemi@klcontractorsinc.com	936-591-8333
K-W CONSTRUCTION, INC.	Elaine D Thomas	elainet@k-wconst.com	512-353-5900
K. TILLMAN CONSTRUCTION LLC	Yakira Braden	yakira@killmanconstruction.com	832-622-3160
KAISER DEVELOPMENT GROUP, LLC	Kristin Kaiser	keengroup@hotmail.com	830-225-0680
KSA ENGINEERS, INC.	Kerry Long	klong@ksaeng.com	903-236-7700

Advertisement List
Solicitation # 1707-909-57-4691
Development Partner for Alazan-Apache Courts

LEETEX GROUP, LLC	David Jasso	david@leetexgroup.com	469-206-2610
LETSOS COMPANY INC	Manager/Jim Olson	jolson@letsos.com	713-783-3200
LYNESS CONSTRUCTION	Ryan Lyness	ryan.lyness@lynessconstruction.com	817-558-0612
MAJESTIC SERVICES INC	Sharal Brown	majesticsvcinc@aol.com	512-524-7411
MLP VENTURES INC.	President/Liborio Perez	mip@att.net	210-623-8172
MULTI-LYNX COMPANIES, INC.	Iru A. Brodie-Mends, Exec. VP	ibm1@Multi-Lynx.com	866-263-3039
MW BUILDERS, INC.	Jeremy Lambden, Estimating Mgr	jlambden@mwblders.com	254-778-4241
NANKANI BUILDERS, INC.	Chandru Nankani	cnankani7@yahoo.com	832-582-6263
OASIS LAWN & LANDSCAPE	Daniel Gonzalez	danielg2906@yahoo.com	325-212-1368
OCCUPATIONAL SAFETY SOLUTIONS	Bradford Holman	ossolutions@outlook.com	512-686-1381
PMG CUSTOM HOMES, INC.	Phillip Garcia	pgarcia@five-oak.com	979-732-5001
PMG PROJECT MANAGEMENT GROUP, LLC	Vladimir Naranjo	vladimirnaranjo@pmgunited.com	713-880-2626
RUMSEY SITE CONSTRUCTION, LLC	STEVEN RUMSEY/PRESIDENT	srumsey@crossdevelopment.net	214-893-4208
SHELTON & SHELTON PLUMBING, L.P.	President/Lana R. Shelton	Lshelton@sheltonsplumbing.com	254-699-2115
SOLIS CONSTRUCTORS, INC.	J EDWARD LOWENBERG	estimating@solisconstructors.com	512-450-0280
SUNLAND GROUP, INC.	Pres./CARLA THOMPSON	marketing@sunlandgrp.com	512-494-0208
SUPREME MANAGEMENT AND CONSULTING	Derrick Hughes	suprememanagement15@gmail.com	214-900-8915
THE EMONI LEGACY, LLC	MONICA IRVIN	mirvin68@hotmail.com	512-630-4399
TORRES CO.	Diego Torres, Jr.	dietor3@aol.com	361-877-0531
WHITE CONSTRUCTION COMPANY	President, Glinn H. White, Jr.	glinn@whiteconstructioncompany.com	830-257-7477
Section 3 Bidders			
No Developers are	Section 3 Bidders		
Direct Solicits			
Acumen Enterprises,	Wayne Boyter	wayne@acumen-enterprises.com	210-227-4636
Aztec Contractors	Frank Spencer	f.spencer@azteccontractors.com	915-577-9685
Bradford Companies		information@bradford.com	972-776-7000
CDMTEK	Chris Mansour	chris@cdmtek.com	CDMTEK
Construction Diversity Grp	Steven N. Hadley II	shadley@cdgroup.us	281-677-4646
Caldwell Companies	Todd Johnson	tjohnson@caldwellcos.com	713-690-0000
Denton Communities		tmarsh@bitterblue.com	210-828-6131
Diversified Services Grp	Kenneth Hughes	d-sg@att.net	Diversified Services Grp
Dorado Development Co.	David Cummings III	david@doradodev.com	210-732-5335 X 2
EMJ Construction	John Maggiore	john.maggiore@emjcorp.com	972-580-1210
Foster CM Group	Paul W Foster	fostercmg@fostercmgroup.com	210-804-1004
Four Rivers Capital	Garrett Inman	garrett@fourriverscap.com (Rejected)	214-226-3110
Harrison Walker & Harper	Shea Johnson	sheajohnson@hwh1887.com (Rejected)	210-826-1320
Haydon Building Corp	Fritz Behrhorst	fbehhorst@haydonbc.com	602-296-1496
CMC Commercial Realty Group		info@cmcrealty.com	972-931-3338
First Industrial Realty Group	Royal Pratt	info@firstindustrial.com	312-344-4300
Franklin Development	Ryan Wilson	ryan@franklindev.net	210-694-2223
Timberwood Development		sales@timberwoodpark.com	210-497-0695
Broadway Developments LTD		mbishop@broadwaydevelopments.com	210-822-3293
Live Oak Gottesman		general@liveoak.com	210-525-0845
Carleton Residential Properties		info@carletonrp.com	972-980-9810

Advertisement List
Solicitation # 1707-909-57-4691
Development Partner for Alazan-Apache Courts

Bakke Development		info@bakkecorp.com	210-821-6300
HomeSpring Realty Partners	Michael Hogan	mhogan@hoganre.com	210-682-1500
Johnson Development Corp.	Michael Smith, Co-President	Michaels@Johnsondev.com	713-960-9977
Koontz Corporation		marketing@koontzcorp.com	210-826-2600
NRP Group LLC	Beth Barker Diane Guerrero Robert Theis	BBarker@nrpgroup.com dguerrero@nrpgroup.com RThies@nrpgroup.com	210-487-7878
Mill Creek Residential		Info@MCRTrust.com	301-881-4092 214-922-8500
McCormack Barron Salazar	Louis Barnardy Monique Chavoya	Louis.Barnardy@mccormackbaron.com monique.chavoya@mccormackbaron.com	210-819-6492
Embrey		melder@embreydc.com (Rejected)	210-824-6044
Asset Development		jacqueH@hscorp.org (Rejected)	361-949-7611
Hunt Companies	William Little Brenda Christman	william.little@huntcompanies.com brenda.christman@huntcompanies.com	915-533-1122
Pinnacle Housing	Megan De Luna Mitch Friedman Lisa Stephens	megan@pinnaclehousing.com mitch@pinnaclehousing.com lisa@pinnaclehousing.com	
CB Development Services		cbdsi@cbdsi.com (Rejected)	215-569-0156
Industrial Realty Grp	Tom Messmer Onno Steger	tmessmer@industrialrealtygroup.com osteger@industrialrealtygroup.com	562-803-4761
Lynd Company	Lucy Defendini	ldefendini@lyndworld.com (Rejected) mlynd@lyndworld.com	210-733-6125
Laramar		inquiries@laramargroup.com	
Oaktree Development		inquiry@oakdev.com	
Forestar Group, Inc.		bradstein@forestargroup.com	512.433.5200
GID Development	James Linsey Robert Tullis	jlinsey@gid.com rtullis@gid.com	617-973-9680
The Brownstone Group	Steadman Grisby Andrew Leslie	stedman@thebrownstonegroup.net andrew@thebrownstonegroup.net	713-432-7727 X 105 X 104
The Dinerstein Companies	Brian Dinerstein	Brian.Dinerstein@tdc-properties.com	832-209-1200
Tucker development		info@tuckerdevelopment.com	847-926-9999
Trammell Crow	Adam Nims	anim@trammellcrow.com	512-482-5505
Ryan Companies	Hunter Barrier David Knoll	hunter.barrier@ryancompanies.com david.knoll@ryancompanies.com Austin@ryancompanies.com	512-493-5900
McAlister Development Co.	Merritt Owings Anna Rogers	mowings@mcAlisterdevelopment.com arogers@mcAlisterdevelopment.com	843-388-1750
Paladino		info@paladinoandco.com	206-522-7600
Urban Space		contactus@urbanspacecommercial.com	Rejected
Flaherty & Collins		INFO@FLCO.COM	317-816-9300
HKS	Mike Nicolaus Jason Schroer	mnicolaus@hksinc.com jschroer@hksinc.com	713-730-4001
Michael Wibracht		michael@210dg.com	210-354-3705
Casey Development	Jay Rocha	jrocha@caseydev.com	210-829-1717
Garcia Const Group		nmatheny@garciaconstructiongroup.net (rejected)	317-254-3240
Amtex Development	Sheri Wilhelm	swilhelm@amcalhousing.com	281-29-38357
Amcal Housing	Mark Morgan Jose Gonzalez II	mmorgan@amcalhousing.com josedos.tx@gmail.com	818-706-0694
20 Development Group	Holly	holly@210dg.com	
Itex Development	Melissa	kenny.baugh@itexgrp.com	

ALAZAN APACHE COURTS

Alazan-Apache

Property Details

Total Units: 741
 Type: Public Housing, Family
 Owner: SAHA
 Management: SAHA
 WIFI: Y
 Library: Y
 School District: San Antonio ISD
 Council District:
 County Commissioner Precinct: 3
 US Congressional District: 35

Community Assets within 1 mile (note: not all assets are displayed due to map scale)

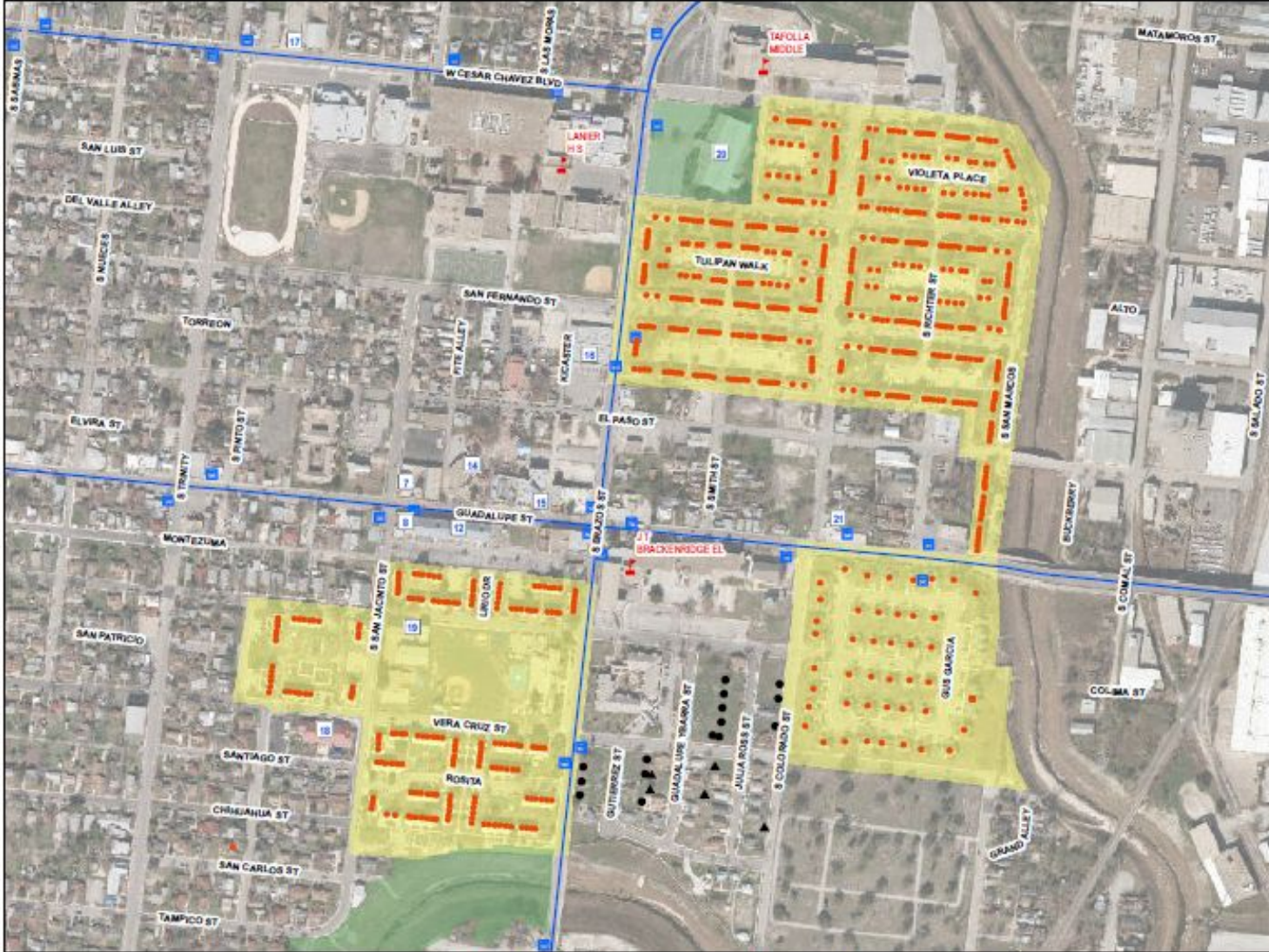
Map Label	Name
1	BCPS
2	American Indians
3	Campos Family Dental
4	Center For New Communities
5	NALCAD
6	Gonzalez Group
7	DeVita Pharmacy
8	Get Covered America
9	Dependable Business Solutions, LLC
10	AMA (Salera Outpatient Clinic)
11	Medicare Solutions
12	Valley High Optical
13	Community First Health Place
14	Margaret R. Harless Learning & Leadership Development Center
15	Alemda Guadalupe Association
16	Guadalupe Cultural Arts Center
17	Guadalupe Catholic Charities Community Center
18	Alemda Family Center Carmen P. Cordaz
19	Iman Christian Center
20	San Antonio Natatorium
21	Rinconcillo de Esperanza
22	Heaven For Hope Prospect Courtyard Entrance
23	Future Action is currently being built
24	Dapital Health System-Community Education Center
25	Dapital Health System-Community Education Center OBGYN, Free Pregnancy Testing
26	Dapital Health System-Community Education Center Food Pantry
27	Mexican American Unity Council
28	Healthy Future of Texas-Teen Pregnancy Prevention
29	Blanco Branch Library-2000 W Commerce Street
30	Buena Vista WIC Clinic
31	Texas Diabetes Institute
32	Westside Professional Building
33	The Center For Health Care Services Paul Elizondo Community/Mental Clinic



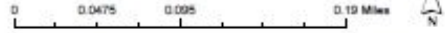
The San Antonio Housing Authority has attempted to ensure the accuracy of this data, information, and maps for its internal use and for no other purposes. We believe they are to be used as an informational tool only, and are not meant to be used for projects requiring survey accuracy. Because the San Antonio Housing Authority collects most data from multiple public and private sources and the data, information, and maps are dynamic and in a constant state of maintenance, correction and update, data accuracy cannot be guaranteed. Please contact the Planning, Policy, and Public Affairs Department at (210) 471-8120 to report any data inaccuracies. The data, information, and maps are not to be sold or redistributed without the permission of the San Antonio Housing Authority.

Date Source: CoSA; SAHA

Date: 11/13/2014

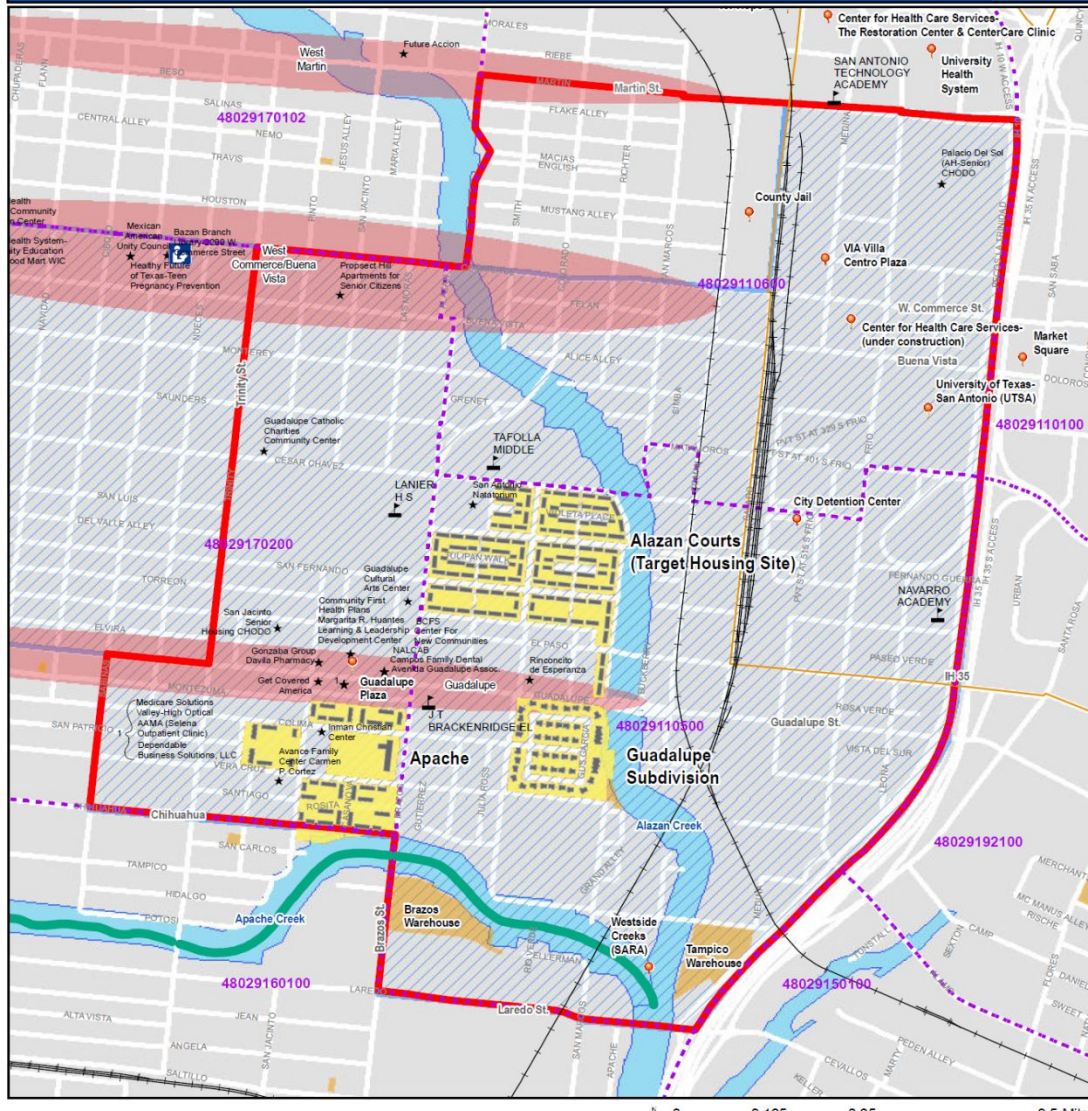


● PH Units Libraries Habitat Homes VIA Bus Stop Park
▲ Schools Identified Assets ▲ Completed 2014 VIA Bus Route Park Trails
● Planned 2015

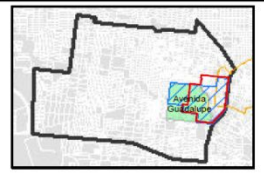


IMPLEMENTATION GRANT BOUNDARY

Choice Neighborhood Initiative Grant, Alazan - Attachment 22 Map



- Application Boundary
 - Central Business District
 - Housing Development
 - Housing Development Building Footprint
 - SAHA Real Estate
 - Westside Development Corp.
 - Avenida Guadalupe Neighborhood Assoc.
 - REnewsA
 - Census Tract (2014 TIGERline)
- Library
 - School
 - Point of Interest
 - Westside Creek Improvements
 - Identified Community Partner/Asset
 - Railroads
 - Business Corridors



The San Antonio Housing Authority has attempted to assure the accuracy of GIS data, information, and maps. We advise they are to be used as an informational tool only, and are not meant to be used for projects requiring survey accuracy. Data information, and maps are dynamic and in a constant state of maintenance, correction and update; data accuracy cannot be guaranteed. Please contact the Policy & Planning Department at (210) 477-6122 to report any data inaccuracies.

Data Sources: SAHA, CoSA, BCAD, Census



1
0



To: Board of Commissioners

Date: September 7, 2017

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

Subject: Update and discussion regarding the August 17, 2017, Operations and Choice Neighborhood Committee Meeting

An Operations and Choice Neighborhood Committee meeting was held on Thursday, August 17, 2017. Attendees included Board Chair Morris A. Stribling, DPM, Commissioner Thomas F. Adkisson, Commissioner Francesca Caballero, Commissioner Charles Clack, Commissioner Marie R. McClure, Commissioner Jessica Weaver, SAHA President and CEO David Nisivoccia and SAHA staff.

The following topics were discussed at the committee meeting:

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 reported on Safety-Byrne Grant accomplishments, provided an update of the Group Violence Intervention Program and an update regarding Choice Case Management.

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 Operations and Choice Neighborhood Committee approved Resolution 5739, authorizing the award of a contract for pest control services for Beacon Communities to Pest Management, Inc. (DBE) and Pest Shield Pest Control, Inc. (Section 3 Business).

Commissioner Clack, voiced his concern regarding Pest Shield Pest Control, Inc., because they are the current pest control vendors and said they do not service the entire home and spend only two minutes per unit. He did not recommend the renewal of Pest Shield Pest Control, Inc. Mr. Morando responded by reassuring Commission Clack that SAHA has included



a clause to terminate services with the pest control companies, if SAHA is unsatisfied with their work performance. The Board requested SAHA to provide the residents a pest control services survey with the results of the survey provided to the Board in a year. Commissioner McClure also suggested more frequent housekeeping inspections.

The motion was 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, 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

The motion was approved.

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

The motion was approved.

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

Item 6 was removed from the agenda.

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

Commissioner Caballero voiced her concern and was not comfortable in moving forward with the authorization request to move forward with the sale of the property, and inquired if SAHA had met with the current Councilman to discuss the current momentum of the area that may change the current market condition of the property. President David Nisivoccia agreed to conduct another asset management retreat in the near future, to allow his staff to re-evaluate the organization's current assets. Item 7, will be brought back as a point of discussion, after the property is re-evaluated based on Commissioner Caballero's concerns.

Closed Session

Discussion of the claim of Madlyn Lane



To: Board of Commissioners

Date: September 7, 2017

From: Thomas F. Adkisson, Committee Chair, Finance Committee

Subject: Update and discussion regarding the August 17, 2017, Finance Committee Meeting

A Finance Committee meeting was held on Thursday, August 17, 2017. Attendees included Committee Chair Thomas F. Adkisson, Commissioner Francesca Caballero, Commissioner Charles Clack, Commissioner Marie R. McClure, Commissioner Jessica Weaver, SAHA President and CEO David Nisivoccia and SAHA staff.

The following topics were discussed at the committee meeting:

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

The motion was approved.

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

The motion was approved.

Resolution 5747, adopting the San Antonio Housing Authority Internal Audit Plan for 2017-2018

The motion was approved.

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

Diana Kollodziej Fiedler, Director of Finance and Accounting, reported the Quarterly Financial Report for the San Antonio Housing Authority for the fiscal year ended June 30, 2017.

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:

Through the calendar quarter ending June 30, 2017, the San Antonio Housing Authority Procurement Department issued 10 formal and 18 informal solicitations, receiving a total of 123 responses. This resulted in an average of 4.6 responses per formal solicitation and 4.3 responses per informal solicitations, for an overall average response rate of 4.4 per solicitation. 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.

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 composed of 29 male and 24 female individuals. The weighted average wage rate for these Section 3 individuals for this period is \$12.82/hour.

- 2 new Section 3 hires earned below \$10.00 per hour
- 16 new Section 3 hires earned from \$10.00 to < \$12.00 per hour
- 15 new Section 3 hires earned from \$12.00 to < \$14.00 per hour
- 16 new Section 3 hires earned from \$14.00 to < \$16.00 per hour
- 4 new Section 3 hires earned from \$16.00 to < \$18.00 per hour

During the second quarter of 2017, Section 3 outreach efforts, included OSHA 10 training and certification sponsored by Waste Management, Early Engagement Orientation, and Administrative Assistant Certification for four residents sponsored by Terracon.

Current Solicitations: There is currently one, Request for Proposal; one, Invitation for Bids; and one, Quick Quote being advertised. Solicitations are for HUD Legal and Consulting Services; Underground Utility Locating Services; and Select Maintenance Staff Services.

Closed/Pending Solicitations: There are thirteen solicitations that have closed and are currently being evaluated. They include: Property Casualty and Construction Estimating Software; Development Partner for Alazan-Apache Courts; Grief and Bereavement Counselors; Video Construction Surveillance & Monitoring Services; Residential Real Estate Appraisal Services; Graphic Design and Web Administrator; Purchase, Installation, Maintenance, and Repair of Residential Style HVAC Systems; Freelance Writer; Homestead Apartments Wall & Sign Replacement; Landscape Architect Services; Roof Replacement at 8413 Maple Ridge;

Apartment Marketing Services; and Providers of Urgent Care Services, Physicals, and Alcohol & Drug Testing Services.

Solicitations in Development: Procurement is currently working on a number of solicitations for advertisement. These include: Closed Loop Systems Water Treatment Services; Unit Make Ready Services - Public Housing; Fire Safety Control Systems Inspection, Testing and Repairs; Large HVAC Systems (Chillers and Boilers); Board Room Audio/Visual Upgrades and Renovations; Translation Services; Carpet Replacement and Installation Services; Pest Control Services-Public Housing; SAHA Website Redesign Services; Unit Make Ready Services for Public Housing; 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; and Disaster Mitigation Services.

Blanket Awards:

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

Contract Title	Number of Awards	Amount of Blanket Award	Projects Awarded - Second Quarter 2017
Bond Counsel	3	1% of Bond of Issue	\$0.00
Legal Services - Real Estate	4	\$250,000	\$22,432.45*
Architect and Engineering Services	9	\$1,500,000	\$173,737.38
Environmental Engineering	2	\$600,000	\$49,713.00
Temporary and Contracting Personnel	4	\$1,300,000	\$690,838.65
Professional Engineering	4	\$1,500,000	\$321,842.00
Commercial Real Estate Broker	6	Maximum 6% fee; \$200/consulting and market analysis	\$0.00
Legal Services	9	\$500,000	\$58,158.51*

*Amounts spent on legal services for the period.

PROPOSED ACTION:

None at this time.

FINANCIAL IMPACT:

Amounts paid according to award provisions.

ATTACHMENT:

Procurement Activity Report

Procurement Activity Report August 22, 2017

Solicitations Currently being Advertised				
SAHA Department	Type	Solicitation Name	Bidders Conference	Closes
Human Resources	QQ	Select Maintenance Staff Services	N/A	8/28/2017
Legal Services	RFP	HUD Legal and Consulting Services	N/A	8/28/2017
Construction Services	IFB	Underground Utility Locating Services	8/29/2017	9/7/2017
Solicitations Under Evaluation				
SAHA Department	Type	Solicitation Name	Date Closed	Status
Finance and Accounting	RFP	Banking Services	5/25/2017	Board Meeting 09/07/2017
Agency-Wide	IFB	Inspection, Service and Replacement of Fire Extinguishers	6/28/2017	
Beacon Communities	RFP	Pest Control Services for Beacon Communities	7/27/2017	
Risk Management	RFP	Property Casualty and Construction Estimating Software	1/3/2017	Procurement Evaluation
Public Housing	QQ	Grief and Bereavement Counselors (Re-bid)	6/9/2017	
DSNR	QQ	Video Construction Surveillance & Monitoring Services	6/13/2017	Due Diligence Negotiation
Public Affairs	QQ	Graphic Design and Web Administrator	7/12/2017	
DSNR	RFQ	Landscape Architect Services	7/20/2017	
DSNR	RFQ	Residential Real Estate Appraisal Services	7/25/2017	
Risk Management	QQ	Providers of Urgent Care Services, Physicals, and Alcohol & Drug Testing Services	7/28/2017	
Property Management	QQ	Replace Roof at 8413 Maple Ridge	8/8/2017	
Construction Services	IFB	Purchase, Installation, Maintenance, and Repair of Residential Style HVAC Systems	8/10/2017	
Public Affairs	QQ	Freelance Writer	8/10/2017	
Beacon Communities	RFP	Apartment Marketing	8/16/2017	
Development Services	RFQ	Development Partner for Alazan-Apache Courts	8/22/2017	
Public Housing	QQ	Homestead Apartments Wall and Sign Replacement	8/22/2017	
QQ Awarded under \$50,000.00				
SAHA Department	Type	Solicitation Name	Vendor	Award Amount
Pubic Housing	QQ	Fair Housing Training	Quadel Consulting	\$1,975.00
Procurement and General Services	QQ	Purchase and Installation of Custom Work Station and Associated Repairs	Commercor	\$13,750.00
Procurement and General Services	QQ	New Access Control Doors at SAHA Central Office	Earl Greenwood	\$49,573.00

Future Solicitations		
SAHA Department	Solicitation Name	Projected Release Date
Asset Management	Physical Needs Assessment	September 2017
Community Development Initiatives (CDI)	Jobs Plus Program Management Consultant Services	September 2017
Construction Services	Closed Loop Systems Water Treatment Services	September 2017
	Fire Safety Control Systems Inspection, Testing and Repairs	September 2017
	Large HVAC Systems (Chillers and Boilers)	Co-op
DSNR	Demolition Services for Infill Properties	Co-op
Innovative Technology	Board Room Audio/Visual Upgrades and Renovations (re-bid)	September 2017
Public Affairs	Translation Services	September 2017
	Public Relations Consulting Services	September 2017
	SAHA Website Redesign Services	September 2017
	Printing Services	September 2017
	Media Monitoring Solutions	October 2017
Public Housing	Carpet Replacement and Installation Services	Co-op
	Credit Building Consultant for Public Housing Residents	September 2017
	Pest Control Services - Public Housing	September 2017
	Automatic Door Maintenance and Repair	October 2017
	Automatic Gate Maintenance and Repair	October 2017
	Unit Make Ready Services for Public Housing	October 2017
Regulatory Oversight	Automated Fraud Hotline Services	September 2017
Risk Management	Disaster Mitigation Services	Co-op

President's Report

September 7, 2017

Mayor Nirenberg Launches Housing Policy Task Force

Nirenberg is on a mission to provide affordable housing for working families despite vigorous economic growth in San Antonio. With much of the city undergoing housing reinvestment, increased property values are inadvertently pricing out local citizens from their traditional neighborhoods. "We can no longer ignore the challenges facing this community and its citizens," said Mayor Nirenberg in a news release. "Over the next 20 years, more than 500,000 new housing units will need to be constructed to accommodate the growth expected in this region. How and where these homes are built will help shape this city's future, its quality of life, and the opportunities for its citizens."

Lourdes Castro-Ramirez, former CEO of the San Antonio Housing Authority will lead the Mayor's Housing Policy Task Force. Members of the committee are private and public sector housing investment experts, including: former Councilwoman, María Antonietta Berriozábal; Pape-Dawson Engineering owner, Gene Dawson, Jr.; banker, Noah Garcia, and architect, Jim Bailey.

EIF Fiesta Medal Poster Contest

The 2017 Poster Contest is underway! The Education Investment Foundation (EIF), has an awesome opportunity for creative SAHA residents! EIF's annual poster contest is now inviting SAHA residents, ages 5 and older to begin their works of art by designing an original art piece that reflects what home, education, community or healthy living means to them. Four runners-up will be selected from their respective age category, and receive \$50.00. The Grand Prize winner overall, will receive \$250.00, and their poster art will be featured on the 2018 SAHA Fiesta Medal. The deadline for submissions is October 23, 2017.

National Night Out Activities

SAHA properties and partnerships, will celebrate National Night Out on Tuesday, October 3, 2017. National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live. Last year over 50 communities participated in the celebration, and SAHA was recognized as one of the most active agencies. Staff is already working with Resident Councils to develop the schedule of community events. Neighborhoods are expected to celebrate with food, music, safety demonstrations, seminars, youth events and visits from emergency personnel. A schedule of property activities will be provided to the Board, prior to October 3, in the event anyone would like to attend.

SAHA Health Fair

This year the Health Fair will be held on Tuesday, September 26th, from 10:00 a.m. through 2:00 p.m. All employees are encouraged to attend, as it is a great opportunity to obtain information on clinics, organizations, and services geared to health and wellness. We always have great give-aways and door prizes and once again, members of the HEB Pharmacy division will be administering flu shots to all insured employees. The children of employees, over the age of 14, are eligible for flu shots, so long as they have proof of insurance. We'll have free lollipops for both kids and adults!

SAHA's Hispanic Heritage Month Activities

Hispanic Heritage Month will be celebrated from September 15 to October 15. SAHA will partake in this celebration by hosting a potluck luncheon in early October for all employees. Employees will bring in their dishes, representing the traditions and customs from throughout the United States and Central America.

Latino and Hispanic music will play, and our staff will have an opportunity to review biographies of prominent Hispanics. This year, we are asking employees to share interesting and unique stories of their own families.

Westside Choice Meeting

On Wednesday evening, August 23, 2017, at the Alazan Community Room, DSNR held a community meeting to announce the agencies desire to apply for a Choice Neighborhood Implementation Grant for the Alazan-Apache Community. Of the 38 residents and community stakeholders in attendance, approximately 18 were Alazan-Apache residents.

During the meeting, the Choice Neighborhood Implementation Grant Initiative was explained in detail by component, utilizing a presentation that provided examples of the Wheatley Transformation Plan. The residents and stakeholders all agreed to support this effort, provided that as a community, we are thoughtful about the relocation of the residents and the preservation of the history and culture of this neighborhood.

Westside Reinvestment Initiative

Metrobuilt has begun framing two of the initial 5 homes under construction. By September 7, it is anticipated framing work will be in progress at all 5 homes. In the next couple of weeks, SAHA plans to invite the media to the site to cover the construction progress.



Education Summit

On August 12, 2017, SAHA hosted its fifth annual Bill Sinkin Education Summit. This year, 483 residents attended the Summit. SAHA recognized and awarded the REACH Awards to 190 students for their academic achievement. The agency also recognized 43 College Scholarship Program recipients. Lastly, the Summit recognized 21 out of 60 adults who secured a high school diploma or GED last fiscal year.



ConnectHome/Code Jam Tech Fellows Update

Youth Code Jam is proud to partner with Connect Home to bring its innovative educational fellowship to the San Antonio Housing Authority. The program, TechTEAM Fellows, engages teens as mentors in computer science and digital literacy education. Through a competitive process, Youth Code Jam is pleased to announce Luis Reyes and Latrinel Butler (from Cassiano) have been named 2017-18 SAHA Fellows. Luis and Latrinel will participate in several sessions to learn digital literacy and coding, peer mentorship, leadership and communication skills, financial literacy and social entrepreneurship. They will also coordinate and run an after school coding club at Cassiano Apartments beginning in the Fall.

HUD Compliance Monitoring Review

From August 8, 2017, through August 11, 2017, three local HUD officials, along with two HUD staff from other regional offices, conducted a routine on-site compliance monitoring review of SAHA. The review covered a multitude of HUD-funded programs including Section 8, Public Housing and Capital Fund. HUD staff requested a large volume of documentation, which they are continuing to review. On August 11, an exit conference was held with SAHA Board members and staff, where HUD communicated their preliminary comments regarding the review. The comments regarding the status of the review, were generally positive, with HUD staff providing additional background regarding their role and relationship with Housing Authorities. HUD expects to have a report of the monitoring review to SAHA by the end of September 2017.

Classification and Compensation Study

The Austin Peters Group was selected in Spring of 2016, to conduct a comprehensive market study across the entire organization. The study included multiple interviews with employees and tours of the Agency to include various properties. The market research included a review of salary and benefit data from other housing agencies, organizations in related industries, and nearby agencies with similar positions.

The data from the study was shared, reviewed and analyzed by the Executive Leadership Team and the Directors over the various departments. The results of the study were implemented, effective July 15, 2017. While all pay grades were adjusted to reflect updated minimum, midpoint and maximum salaries, not all employee salaries were impacted. Every staff member received individual letters sent to their home address notifying them of the results related to their position.