

NOV 1
2018



 **University
Health System**

**REGULAR BOARD
MEETING**



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BOARD OF COMMISSIONERS

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

PRESIDENT & CEO

David Nisivoccia

SAN ANTONIO HOUSING AUTHORITY
***REGULAR BOARD MEETING**

818 S. Flores St., San Antonio, TX 78204
1:00 p.m., Thursday, November 1, 2018

MEETING CALLED TO ORDER

1. 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

MINUTES

3. Minutes
 - Approval of the October 4, 2018, Regular Board Meeting minutes
 - Approval of the October 18, 2018, Special Board Meeting minutes (Operations and Choice Neighborhood Committee)

CONSENT ITEMS

4. Consideration and approval regarding Resolution 5844, authorizing the acquisition of Infill Lots under Choice Neighborhood-Critical Community Improvements (CCI Plan) and the execution of any and all documentation necessary to consummate such transactions (Arrie B. Porter, Assistant Director, Choice Neighborhood)
5. Consideration and approval regarding Resolution 5845, authorizing the President and CEO of the Housing Authority of the City of San Antonio, Texas, to accept the Wells Fargo Priority Markets Grant in the amount of \$100,000.00 (Arrie B. Porter, Assistant Director, Choice Neighborhood)
6. Consideration and approval regarding Resolution 5856, authorizing the President and CEO of the San Antonio Housing Authority (SAHA), and the Secretary/Treasurer of its related entities, to enter into third party agreements encumbering housing assets in the form of leases, licenses, leaseholds, right-of-ways, easements, operating agreements, contracts, and liens associated with agreements not incidental to the normal operation of the property, for an initial period not to exceed five years in duration; authorizing execution of any and all documentation necessary to consummate such transactions (Ed Hinojosa, Chief Financial Officer)

7. Consideration and approval regarding Resolution 5846, authorizing the sale of property located at 909 Runnels, San Antonio, Texas, for \$320,000.00 and the execution of any and all documentation necessary to consummate such transaction (Timothy E. Alcott, Real Estate and Legal Services Officer)
8. Consideration and approval regarding Resolution 5855, authorizing the San Antonio Housing Facility Corporation to acquire 7.125 acres of land at 9323 Somerset Road, San Antonio, Texas, and the execution of any and all documentation necessary to consummate such transaction (Timothy E. Alcott, Real Estate and Legal Services Officer)
9. Consideration and approval regarding Resolution 5848, authorizing the award of contracts for bond and mixed finance counsel on an as-needed basis to the following three law firms: Bracewell, LLP, Coats Rose, P.C., and Norton Rose Fulbright US LLP; at the rate not to exceed 1% of the bond of issue, with additional work to be compensated based on a mutually agreeable fee arrangement that is proportionate to the complexity and value of the transaction; all for a period of one year with the option to renew up to four additional one-year terms (Timothy E. Alcott, Real Estate and Legal Services Officer; Steven Morando, Director of Procurement and General Services)
10. Consideration and approval regarding Resolution 5853, authorizing SAHA to become a participant member in the Houston-Galveston Area Council of Governments purchasing cooperative program which offers access to nationwide contracts for its members (Steven Morando, Director of Procurement and General Services)
11. Consideration and approval regarding Resolution 5847, authorizing the award of a contract for temporary staffing, direct-hire and other employer services through Houston-Galveston Area Council of Governments Purchasing Cooperative Program to Robert Half International, Inc. for an annual cumulative amount not to exceed \$200,000.00; for a period of one year with the option to renew up to two additional one-year terms (Steven Morando, Director of Procurement and General Services; Janie Rodriguez, Director of Human Resources)
12. Consideration and approval regarding Resolution 5850, authorizing the award of a contract for remodeling of the SAHA Main and Section 8 lobbies to Spawglass through Texas Multiple Award Schedule (TXMAS) for an amount not to exceed \$302,491.39 (Steven Morando, Director of Procurement and General Services; Domingo Ibarra, Director of Security)
13. Consideration and approval regarding Resolution 5851, authorizing the expenditure of additional funds for Dr. Charles Andrews Apartments site, building, fencing, interior and parking area improvements to All Pro General Construction, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) in the amount of \$119,356.81 (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)
14. Consideration and approval regarding Resolution 5852, authorizing the expenditure of additional funds for elevator maintenance repair services to Schindler Elevator Corporation for an amount not to exceed \$62,500.00 (Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability)
15. Consideration and approval regarding Resolution 5849, authorizing the award of a contract for automated/automatic door maintenance, repair, and inspection services agency-wide to Door Control Services, LLC, for a period of one year with the option to renew up to four additional one-year terms; the annual cumulative amounts for the five year term shall not exceed: \$55,000.00 per year for year one and year two, and \$65,000.00 per year for year three, year four, and year five (Steven Morando, Director of Procurement and General Services; Brandee Perez, Director of Federal Housing Programs)

16. Consideration and approval regarding Resolution 5854, approving the 2019 Payment Standard Schedule between 90% - 110% of the Fiscal Year 2019 Small Area Fair Market Rents for the Veterans Affairs Supportive Housing and Mainstream Programs (Brandee Perez, Director of Federal Housing Programs)

PRESENTATION

17. Wells Fargo Monetary Donation of \$100,000.00 to SAHA (Arrie B. Porter, Assistant Director, Choice Neighborhood)

INDIVIDUAL ITEMS FOR CONSIDERATION

18. Update and discussion regarding the Procurement Activity Report (Steven Morando, Director of Procurement and General Services)
19. Update and discussion regarding the October 18, 2018, Resident Services Committee Meeting (Charles Clack, Chair, Resident Services Committee)
20. Update and discussion regarding the October 18, 2018, Operations and Choice Neighborhood Committee Meeting (Morris A. Stribling, DPM, Chair, Board of Commissioners)
21. President's Report
 - SAHA's Holiday Closures
 - Health Fair
 - Habitat for Humanity - SAHA Volunteers Help Build Home
 - SAHA Celebrates Hispanic Heritage Month
 - Walking School Bus Highlighted
 - Los Courts - An Exhibit About the Alazan-Apache Courts

22. *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).

- Discussion of resolution of dispute regarding Costa Almadena

Consultation with Attorney

Deliberate and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney).

- Discussion of proposed settlement of Cause No. 2017CI15766; *Housing Authority of the City of San Antonio, Texas v. Housing Authority Property Insurance; Housing Insurance Services Inc., aka HAI Group; Prostar Adjusting LLC; Cody S. Chrismon*

23. **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.

24. Adjournment

*Note: Whenever the Texas Open Meetings Act (Section 551.001 et seq. of the Texas Government Code) provides for a closed meeting in matters concerning legal advice, real estate, contracts, personnel matters, or security issues, the Board may find a closed meeting to be necessary. For convenience of the citizens interested in an item preceded by an asterisk, notice is given that a closed meeting is contemplated. However, the Board reserves the right to go into a closed meeting on any other item, whether it has an asterisk, when the Board determines there is a need and a closed meeting is permitted.

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

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

MINUTES
SAN ANTONIO HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
October 4, 2018

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

COMMISSIONERS PRESENT:

Charles R. Munoz, Vice-Chair
Thomas F. Adkisson, Commissioner
Marie R. McClure, Commissioner
Jessica Weaver, Commissioner

COMMISSIONERS ABSENT:

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

COUNSEL: Doug Poneck, Escamilla & Poneck, LLP

TRANSLATOR: BCC Communications

STAFF:

David Nisivoccia, President and CEO
Muriel Rhoder, Chief Administrative Officer
Ed Hinojosa, Chief Financial Officer
Timothy E. Alcott, Real Estate and Legal Services Officer
Janie Rodriguez, Director of Human Resources
Adrian Lopez, Director of Community Development Initiatives
Jo Ana Alvarado, Director of Innovative Technology
Michael Reyes, Director of Communications and Public Affairs

Steven Morando, Director of Procurement and General Services
Domingo Ibarra, Director of Security
Hector Martinez, Director of Construction Services and Sustainability
Brandee Perez, Director of Federal Housing Programs
Diana Kollodziej Fiedler, Director of Finance and Accounting
Kristi Baird, Director of Beacon Communities
Thomas Roth, Director of Asset Management

Item 1: Meeting called to order

Vice-Chair Charles Munoz, called the meeting to order at 1:09 p.m.

Item 2: Pledge of Allegiance/Moment of Silence

Recitation of pledge and moment of silence

Item 3: Minutes

- Approval of the September 6, 2018, Regular Board Meeting minutes
- Approval of the September 20, 2018, Special Board Meeting minutes (Resident Services Committee)
- Approval of the September 20, 2018, Special Board Meeting minutes (Operations and Choice Neighborhood Committee)

Before approval of the meeting minutes, Commissioner McClure requested to pull Item 7 from the Operations and Choice Neighborhood Committee Meeting minutes and requested that a change be made to the resolution. Mr. Poneck, Counsel for SAHA, informed the Board of Commissioners that the vote on the floor was to confirm the accuracy of the meeting minutes submitted. Mr. Poneck also informed the Board of Commissioners that a request in change of policy can be

addressed at a later time and that no further action was required to approve the meeting minutes as submitted.

Motion: Commissioner Adkisson moved to approve all sets of minutes. 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			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

CONSENT ITEMS

Item 4: Consideration and approval regarding Resolution 5840, 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 2019, at a total cost not to exceed \$5,870,062.00

Consent

Item 5: Consideration and approval regarding Resolution 5838, authorizing the extension of an awarded contract for information technology staff augmentation services (ITSAC) to Elegant Enterprise-Wide Solutions, Inc. dba EEWS, Inc. (DBE, MBE) through the State of Texas Department of Information Resources (DIR) through June 30, 2019; not to exceed an amount of \$90,000.00

Consent

Item 6: Consideration and approval regarding Resolution 5841, authorizing the award of contracts for temporary and contract personnel services agency-wide to the following firms: Alamo HR (DBE, ESBE, HABE, MBE, SBE, WBE, HUB, Section 3 Business) and Native Vision Group, LLC (NABE) a Joint Venture, Howroyd-Wright Employment Agency, Inc. dba AppleOne Employment Services (WBE), Dependable Business Solutions (DBE, ESBE, HABE, MBE, SBE, VBE, Section 3 Business), JAT Partners dba Remedy Intelligent Staffing (WBE, HUB), Labor on Demand, Inc. dba LOD Resource Group (DBE, HABE, MBE, SBE, WBE), L.K. Jordan, San Antonio, LTD dba L.K. Jordan & Associates (WBE, HUB), and Tri-Starr Personnel, LLC dba Tri-Starr Group a dba of Tri-Starr Personnel, LLC; not to exceed an annual cumulative amount of \$2,600,000.00 for year one, \$2,834,000.00 for year two, \$3,089,060.00 for year three, \$3,367,075.00 for year four, and \$3,670,112.00 for year five; for a period of one year with the option to renew up to four additional one-year terms

Consent

Item 7: Consideration and approval regarding Resolution 5842, authorizing the award of a contract for various security services agency-wide to Blue Armor Security Services, Inc. (ESBE, HABE, MBE, SBE, WBE, Section 3 Business) for an annual cumulative amount not to exceed \$860,000.00 for year one, \$903,000.00 for year two, \$948,150.00 for year three, \$995,557.00 for year four, and \$1,045,335.00 for year five; for a period of one year with the option to renew up to four additional one-year terms

Consent

Item 8: At Commissioner Weaver’s request, item number 8, Resolution 5843, was pulled from Consent and discussed as an Individual Item for Consideration. The discussion and the voting results are recorded below under Individual Items for Consideration.

Item 9: **Consideration and approval regarding Resolution 5839, 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 Nonstandard 04 San Antonio LLC or its assigns for \$220,000.00; and execution of any and all documents necessary to consummate such transaction**
Consent

Motion: Commissioner McClure moved to approve Consent Items 4, 5, 6, 7 and 9. Commissioner Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Charles R. Munoz, Vice-Chair	X			
Thomas F. Adkission, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

INDIVIDUAL ITEMS FOR CONSIDERATION

Item 7: **Consideration and approval regarding Resolution 5843, authorizing the award of a contract for Victoria Plaza Apartments Substantial Rehabilitation Project to Stoddard Construction Management, Inc. for an amount not to exceed \$17,547,318.00**

Item 8 was pulled from Consent as an individual item for further discussion. Commissioner Weaver inquired if there were any major changes to the scope of work of the Victoria Plaza Apartments and requested additional information regarding the timeline of the project. Hector Martinez, Director of Constructions Services and Sustainability, informed the Board of Commissioners that the scope of work for the project did not have very impactful changes. Mr. Martinez reported that the reroofing of the units was removed, due to the cost and would be considered at another time. Mr. Martinez also reported that Stoddard Construction is ready to mobilize fairly quickly and can begin working on the project in the next couple of months.

Commissioner McClure was also concerned regarding the notification to residents and if they had been informed of the commencement of the project; Commissioner Weaver inquired if SAHA had a communications plan in place to inform the residents. Brandee Perez, Director of Federal Housing Programs, reported that the residents would be notified of the updates via the newsletter to keep them informed of the progress.

Mr. David Nisivoccia, President and CEO, stated that the residents would obtain more information upon approval of Resolution 5843 and that the new Director of Communications and Public Affairs would be working with the other Directors to create a communication plan for the residents. Mr. Michael Reyes, the new Director of Communications and Public Affairs, was then introduced to the Board by Mr. Nisivoccia.

Motion: Commissioner McClure moved to approve Item 8. Commissioner Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Charles R. Munoz, Vice-Chair	X			
Thomas F. Adkission, Commissioner	X			
Marie R. McClure, Commissioner	X			
Jessica Weaver, Commissioner	X			

Item 10: Update and discussion regarding the Procurement Activity Report

Mr. Steven Morando, Director of Procurement and General Services, reported that on November 2, 2017, SAHA received approval to award contracts to Pest Management, Inc. and Pied Piper Pest Control to provide pest control services for Public Housing. At the time approval was received, it was requested that SAHA report the contractors’ performance to the Board prior to exercising each year’s renewal option.

The blanket award allows the user department to assign specific properties to each of the two contractors with reassignment at the department’s discretion. Pest Management, Inc. currently services forty-one properties and Pied Piper Pest Control services thirteen properties.

Contract Performance Evaluations were sent out to property management to rate the performance of these contractors during the contract’s initial year. Pied Piper Pest Control received an overall rating of 89, which is within the acceptable category. Pest Management received an overall rating of 58, which is within the unacceptable category.

After review of the ratings and discussions regarding the performance of these contractors, the Director of Federal Housing Programs has recommended that SAHA renew both contracts with a corrective action plan to improve the performance of Pest Management during the upcoming year.

Mr. Morando also provided updates regarding current solicitations, closed/pending solicitations, and solicitations in development.

Item 11: Update and discussion regarding the September 20, 2018, Resident Services Committee Meeting

Upon Vice-Chair Munoz’s request, Commissioner McClure provided brief highlights of the September 20, 2018, Resident Services Committee Meeting report. The items discussed during the meeting included the following topics:

Update and discussion regarding the Resident Council President’s Presentation - Good Neighbor Initiative

Mr. Adrian Lopez, Director of Community Development Initiatives, and Ms. Luisa Mendez, Assistant Client Services Manager, reported that the Resident Council Presidents recently completed a three part “Good Neighbor” Campaign Training, hosted during the months of February, May and August 2018. Four of the Resident Council Presidents presented the Good Neighbor Initiative and shared their personal experiences with the Board of Commissioners.

Update and discussion regarding the Parent Leadership Academy

Mr. Lopez highlighted the accomplishments of the program that provides educational initiatives to address residents under the age of 18. Over the last few years, SAHA's Policy and Planning Department has made significant strides to secure data sharing agreements with local school districts. This effort is resulting in equipping staff with information to identify problem areas.

Update and discussion regarding the Elderly and Disabled Services Program

Mr. Lopez reported that the development of the Elderly and Disabled Services module has evolved under the CDI Department. Mr. Lopez also provided an update of the following services: case management (care coordination), collaborations, transportation, resident engagement, nutrition, recreation and digital connectivity.

Update and discussion regarding the Federal Housing Programs Quarterly Report

Ms. Brandee Perez, Director of Federal Housing Programs, provided updates regarding the FHP Quarterly Report for the months of January 2018 to June 2018. The report consisted of demographics, waitlist totals, termination totals, client service inquiries, voucher utilization rates and Public Housing occupancy rates.

Update and discussion regarding the FYE 2018 4th Quarter Federal Housing Programs Client Services Report

Ms. Perez, and Ms. Laura Longoria, Client Services Manager, reported the highlights of the Quarterly Client Services Report and provided a breakdown of inquiries submitted by Public Housing residents, Assisted Housing Programs (AHP) clients, and applicants during the months of April 2018, through June 2018.

Item 12: Update and discussion regarding the September 20, 2018, Operations and Choice Neighborhood Committee

Vice-Chair Munoz provided the update and discussion regarding the September 20, 2018, Operations and Choice Neighborhood Committee Meeting. The items discussed during the meeting included the following topics:

Update and discussion regarding Wheatley Choice Neighborhood activities

An update for the Wheatley Choice Neighborhood was provided by Ms. Lorraine Robles, Director of Development Services and Neighborhood Revitalization, Mr. Adrian Lopez, Director of Community Development Initiatives, and Ms. Arrie Porter, Assistant Director of Choice Neighborhood.

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

Resolution 5840, 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 2019, at a total cost not to exceed \$5,870,062.00 was presented by Ms. Muriel Rhoder, Chief Administrative Officer, and Ms. Janie Rodriguez, Director of Human Resources.

Resolution 5838, authorizing the extension of an awarded contract for information technology staff augmentation services (ITSAC) to Elegant Enterprise-Wide Solutions, Inc. dba EEWS, Inc. (DBE, MBE) through the State of Texas Department of Information Resources

(DIR) through June 30, 2019; not to exceed an amount of \$90,000.00 was presented by Mr. Steven Morando, Director of Procurement and General Services, and Ms. Rodriguez.

Resolution 5841, authorizing the award of contracts for temporary and contract personnel services agency-wide to the following firms: Alamo HR (DBE, ESBE, HABE, MBE, SBE, WBE, HUB, Section 3 Business) and Native Vision Group, LLC (NABE) a Joint Venture, Howroyd-Wright Employment Agency, Inc. dba AppleOne Employment Services (WBE), Dependable Business Solutions (DBE, ESBE, HABE, MBE, SBE, VBE, Section 3 Business), JAT Partners dba Remedy Intelligent Staffing (WBE, HUB), Labor on Demand, Inc. dba LOD Resource Group (DBE, HABE, MBE, SBE, WBE), L.K. Jordan, San Antonio, LTD dba L.K. Jordan & Associates (WBE, HUB), and Tri-Starr Personnel, LLC dba Tri-Starr Group a dba of Tri-Starr Personnel, LLC; not to exceed an annual cumulative amount of \$2,600,000.00 for year one, \$2,834,000.00 for year two, \$3,089,060.00 for year three, \$3,367,075.00 for year four, and \$3,670,112.00 for year five; for a period of one year with the option to renew up to four additional one-year terms was presented by Mr. Morando and Ms. Rodriguez.

Resolution 5842, authorizing the award of a contract for various security services agency-wide to Blue Armor Security Services, Inc. (ESBE, HABE, MBE, SBE, WBE, Section 3 Business) for an annual cumulative amount not to exceed \$860,000.00 for year one, \$903,000.00 for year two, \$948,150.00 for year three, \$995,557.00 for year four, and \$1,045,335.00 for year five; for a period of one year with the option to renew up to four additional one-year terms was presented by Mr. Morando and Mr. Domingo Ibarra, Director of Security.

Consideration and appropriate action regarding Resolution 5843, authorizing the award of a contract for Victoria Plaza Apartments Substantial Rehabilitation Project to Stoddard Construction Management, Inc. for an amount not to exceed \$17,547,318.00 was presented by Mr. Morando and Mr. Hector Martinez, Director of Construction Services and Sustainability.

Consideration and appropriate action regarding Resolution 5839, 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 Nonstandard 04 San Antonio LLC or its assigns for \$220,000.00; and execution of any and all documents necessary to consummate such transaction was presented by Mr. Ed Hinojosa, Chief Financial Officer, and Mr. Thomas Roth, Director of Asset Management.

Update and discussion regarding the Quarterly Update of Public Housing Capital Projects

Mr. Roth, provided a quarterly status update of projects completed, in process, and under development, as of June 30, 2018.

Update and discussion regarding the Quarterly Update of Beacon Communities Capital Projects

Ms. Kristi Baird, Director of Beacon Communities, provided a brief overview of the Beacon Communities Capital Projects for several properties.

Update and discussion regarding the 2018 Customer Service Survey

Ms. Perez and Ms. Baird provided the results of the 2018 Customer Service Survey for both Public Housing and Beacon Communities. As a result of the survey responses received, Ms. Perez and Ms. Baird reported there are several areas in which SAHA may take action to improve the client experience. The following are initiatives currently underway that will address these

areas and create a client-centered experience: agency-wide upgrade of the SAHA phone system, recreation of the SAHA website and customer service training for SAHA Staff.

Update and discussion regarding the San Antonio Housing Authority's Assisted Housing Programs Scorecard for Fiscal Year 2017-2018

Ms. Perez reported that Staff has completed an AHP Score Card review for the Fiscal Year (FY) 2017-2018 and report an average score of 93% and High Performer status for the year.

Item 13: President's Report

- Innovative Technology Receives Mozilla Award
- SAHA Awarded VASH Vouchers
- Golden Gala
- EIF Poster Contest
- National Night Out
- EIF Golf Tournament
- West End Park Basketball Game

Item 14: Citizens to be Heard

There was only one Citizen to be Heard.

Item 17: Adjournment

With no objections, Vice-Chair Munoz adjourned the meeting at 2:37 p.m.

ATTEST:

Morris A. Stribling, DPM
Chair

Date

David Nisivoccia
President and CEO

Date

MINUTES
SAN ANTONIO HOUSING AUTHORITY
OPERATIONS AND CHOICE NEIGHBORHOOD COMMITTEE
SPECIAL BOARD MEETING
October 18, 2018

SCHEDULED: 2:00 p.m. in the Community Room of the Frank Hornsby Apartments, 740 Rice Road, San Antonio, TX, 78220

COMMISSIONERS PRESENT:

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

COMMISSIONERS ABSENT:

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

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, Real Estate and Legal Services Officer
Janie Rodriguez, Director of Human Resources
Adrian Lopez, Director of Community Development Initiatives
Michael Reyes, Director of Communications and Public Affairs

Steven Morando, Director of Procurement and General Services
Domingo Ibarra, Director of Security
Hector Martinez, Director of Construction Services and Sustainability
Brandee Perez, Director of Federal Housing Programs
Kristi Baird, Director of Beacon Communities
Thomas Roth, Director of Asset Management
Richard Milk, Director of Policy and Planning

Item 1: Meeting called to order

Chair Morris A. Stribling, DPM, called the meeting to order at 2:14 p.m.

CHOICE

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

Mr. David Casso, Development Services Manager, provided brief updates regarding Phase II - East Meadows Housing and Phase III - Wheatley Park Senior Living construction status. Ms. Arrie Porter, Assistant Director of Choice Neighborhood, provided updates regarding Infill and Owner Occupied Rehab.

Mr. Adrian Lopez, Director of Community Development Initiatives, provided updates regarding the People component of the report and reported that staff is in the middle of completing documentation for the endowment to continue to provide services to SAHA residents.

OPERATIONS

Item 3: Resolution 5844, authorizing the acquisition of Infill Lots under Choice Neighborhood-Critical Community Improvements (CCI Plan) and the execution of any and all documentation necessary to consummate such transactions

Ms. Arrie B. Porter, Assistant Director of Choice Neighborhood, reported that on July 2018, letters of interest, along with permission for Right of Entry for purposes of appraisal, were sent to owners of lots, and vacant homes in CCI target areas 1 and 2. On September 6, 2018, responses were received from two property owners, expressing an interest in selling their lots to SAHA. The lots are located at 601 Arthur, and 607 Arthur Street, San Antonio, Texas, 78202. The properties were appraised, and a Fair Market Value (FMV) was established. HUD has approved offers of up to 25% over FMV, to facilitate expedited negotiation and acquisition of properties. The FMV for 601 Arthur was established at \$36,800.00. SAHA offered Mr. Sawdon \$46,000.00, the full 25% over FMV, which he accepted. The FMV for 607 Arthur was established at \$28,600.00. SAHA offered Mr. Foltz \$35,750.00, the full 25% over FMV, which he accepted.

The total cost for both lots is \$81,750.00. This amount is budgeted, as part of the Choice Neighborhood Initiative CCI budget, Strategy No. 1.

Motion: Commissioner Clack moved to approve Resolution 5844. Commissioner Weaver seconded the motion. Approved.

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

Item 4: Resolution 5845, authorizing the President and CEO of the Housing Authority of the City of San Antonio, Texas, to accept the Wells Fargo Priority Markets Grant in the amount of \$100,000.00

Ms. Porter reported that Wells Fargo Housing Foundation Priority Markets Program provides grants for neighborhood stabilization projects to stimulate growth, stability and investment in distressed areas. They are dedicated to creating affordable and sustainable housing through investment in neighborhood revitalization efforts.

In September 2018, Development Services and Neighborhood Revitalization received notice of the award for the Wells Fargo Priority Markets Grant in the amount of \$100,000.00. The grant will be used to pay down costs on four infill homes, increasing affordability for neighborhood residents.

The Wells Fargo Priority Markets Grant will allow SAHA to pay down the cost of four homes at \$25,000.00 each. There is no negative financial impact to SAHA.

Motion: Commissioner McClure moved to approve Resolution 5845. Commissioner Clack seconded the motion. Approved.

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

Item 5: Resolution 5856, authorizing the President and CEO of the San Antonio Housing Authority (SAHA), and the Secretary/Treasurer of its related entities, to enter into third party agreements encumbering housing assets in the form of leases, licenses, leaseholds, right-of-ways, easements, operating agreements, contracts, and liens associated with agreements not incidental to the normal operation of the property, for an initial period not to exceed five years in duration; authorizing execution of any and all documentation necessary to consummate such transactions

Mr. Thomas Roth, Director of Asset Management, and Mr. Ed Hinojosa, Chief Financial Officer, reported that on November 29, 2017, the U.S. Department of Housing and Urban Development (HUD) issued Notice PIH 2017-24 (HA), which provided new guidance that Public Housing Authorities (PHAs) must follow for third-party agreements encumbering Public Housing property. The new guidance requires that all third party contracts that do not meet these requirements must be approved by the PHA’s Board of Commissioners.

SAHA and its related entities are often presented with third-party agreements for such things as cell phone towers and leasing of parking facilities on a short and long term basis for properties controlled by SAHA or its related entities. Requiring each of these proposals to go through the Operations and Choice Neighborhood Committee and full Board for approval would be time consuming and not cost effective for staff.

Therefore, SAHA is recommending that the proposed resolution be approved by the Board of Commissioners. This will enable staff to quickly respond to unanticipated financial opportunities that will generate income, which can be invested into capital repair/replacements to preserve existing affordable housing units in the PH portfolio or properties owned by other related entities.

Mr. Roth also reported that there would be a positive financial impact, as the other parties to the aforementioned agreements typically will be paying some form of rent as consideration for the facility. In some cases, city, county, or state entities may not be paying monetary consideration, but SAHA or its related entities will benefit from property improvements being performed at no cost to SAHA.

Motion: Commissioner Clack moved to approve Resolution 5856. Commissioner Weaver seconded the motion. Approved.

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

Item 6: Resolution 5846, authorizing the sale of property located at 909 Runnels, San Antonio, Texas, for \$320,000.00 and the execution of any and all documentation necessary to consummate such transaction

Mr. Timothy E. Alcott, Real Estate and Legal Services Officer, reported that the property located at 909 Runnels, San Antonio, Texas, is located in front of Sutton Oaks Apartments. It is also located within the Choice Neighborhood Implementation grant boundaries.

Two of the goals of the Choice grant were to (1) attract new business to the Choice Neighborhood Implementation grant boundaries and (2) reduce the number of vacant lots. As such, staff identified this lot as a site for a potential business.

SAHA engaged a commercial realtor to assist in locating a business that would benefit the community. The property was listed for sale in November 2017. The Property is 1.9450 acres and was appraised at \$250,000.00 and was listed for \$325,000.00. There were discussions with several potential buyers, but there were challenges with the types of business and the shape of the lot for it to be suitable, because the property consists of a shallow lot with a steep bank at the edge with Sutton Homes. Mr. Alcott then reported that a dentist has offered \$320,000.00 with plans to build a strip center to house a Floss Dental business, as well as, his own real estate office.

Motion: Commissioner Clack moved to approve Resolution 5846. Commissioner Weaver seconded the motion. Approved.

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

Item 7: Consideration and appropriate action regarding Resolution 5855, authorizing the San Antonio Housing Facility Corporation to acquire 7.125 acres of land at 9323 Somerset Road, San Antonio, Texas, and the execution of any and all documentation necessary to consummate such transaction

Mr. Alcott reported that the Costa Mirada Apartment complex is a 9% tax credit partnership with NRP Group that was constructed in 2008. The initial fifteen year compliance period for Costa Mirada will become due in 2023. The property has positive cash flow and has 95.3% occupancy. The land of interest is located in Councilman Rey A. Saldana’s City Council District 4.

The size of the lot, 7.125 acres, and its proximity to Costa Mirada makes it an appealing purchase. The opportunity to purchase 7.125 acres, at that price, that is zoned multi-family makes it an attractive parcel for future development. It is anticipated that the lot would be developed after the tax credit compliance period is completed in five years. The cost to purchase the land is \$325,000.00 plus closing costs and will be funded with MTW funds.

Motion: Commissioner Clack moved to approve Resolution 5855. Commissioner Weaver seconded the motion. Approved.

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

After approval of Resolution 5855, Chair Stribling, DPM, recessed at 2:53 p.m. for the San Antonio Housing Facility Corporation meeting. The Board meeting was then resumed at 2:56 p.m.

Item 8: Consideration and appropriate action regarding Resolution 5848, authorizing the award of contracts for bond and mixed finance counsel on an as-needed basis to the following three law firms: Bracewell, LLP, Coats Rose, P.C., and Norton Rose Fulbright US LLP; at the rate not to exceed 1% of the bond of issue, with additional work to be compensated based on a mutually agreeable fee arrangement that is proportionate to the complexity and value of the transaction; all for a period of one year with the option to renew up to four additional one-year terms

Mr. Alcott and Mr. Steven Morando, Director of Procurement and General Services, reported that on July 19, 2018, SAHA issued a Request For Qualifications (RFQ) #1807-961-49-4814 for Bond and Mixed Finance Counsel that closed on August 28, 2018. The RFQ was published on the SAHA website, Electronic State Business Daily (ESBD), The Hart Beat, posted on NAHRO, Public Purchase and direct solicited to eighty-five law firms. A total of four proposals were received in response to the RFQ: Bracewell, LLP, Coats Rose, P.C., Norton Rose Fulbright US LLP, and Orrick, Herrington & Sutcliffe LLP. All proposals were evaluated on the following criteria: experience, methodology and approach, fee structure, and strength of the Section 3 and SWMBE Utilization Plans. Based on the above, the three highest rated responsive and responsible proposers are being recommended for contract award.

Mr. Morando further reported that the fee arrangements will be based on the complexity and value of each transaction and may include an hourly rate with a not-to-exceed limit or a flat rate. This is to ensure reasonable fees for each transaction, which is a priority, given the challenging funding environment. Funding for legal and other professional services in the area of Bond Mixed Finance Counsel is included in every project budget, and is generally paid out of the bond proceeds of the partnership or Beacon property.

Motion: Commissioner Clack moved to approve Resolution 5848. Commissioner Weaver seconded the motion. Approved.

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

Item 9: Resolution 5853, authorizing SAHA to become a participant member in the Houston-Galveston Area Council of Governments purchasing cooperative program which offers access to nationwide contracts for its members

Mr. Morando reported that the request is to obtain Board of Commissioners approval to allow SAHA to become a member of H-GAC, a nationwide purchasing cooperative, and provide it with access to utilize any contracts, as needed. Use of any individual contracts under the H-GAC cooperative will be approved for use by SAHA in accordance with the SAHA Procurement Policy.

H-GAC would add to the cooperative purchasing opportunities available to SAHA. SAHA is currently a member of the State of Texas Cooperative Purchasing Program, which gives it access to all State-awarded contracts, such as Texas Multiple Award Schedules (TxMAS), and Department of Information Services (DIR) technology contracts. There is no cost for SAHA to become a member of H-GAC.

Motion: Commissioner Clack moved to approve Resolution 5853. Commissioner Weaver seconded the motion. Approved.

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

Item 10: Resolution 5847, authorizing the award of a contract for temporary staffing, direct-hire and other employer services through Houston-Galveston Area Council of Governments Purchasing Cooperative Program to Robert Half International, Inc. for an annual cumulative amount not to exceed \$200,000.00; for a period of one year with the option to renew up to two additional one-year terms

Mr. Morando and Ms. Janie Rodriguez, Director of Human Resources, reported that the prior award for temporary and contract personnel services that was approved by the Board on June 2, 2016, (Item 8) included a firm that specializes in providing positions in the areas of accounting and finance. The seven firms approved for contract award by the Board on October 4, 2018, do not specialize in these fields, which may be needed by SAHA's Finance and Accounting Department; therefore, SAHA is requesting approval to award a contract through the Houston-Galveston Area Council of Governments (HGAC) Purchasing Cooperative Program to Robert Half International, Inc. They specialize in recruiting accounting and finance positions that are needed by the Agency. The current award recommendation for temporary staffing, direct-hire and other employer services is not expected to exceed an annual cumulative amount of \$200,000.00, and will be funded through the Central Office Cost Center operating budget.

Motion: Commissioner Clack moved to approve Resolution 5847. Commissioner Weaver seconded the motion. Approved.

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

Item 11: Resolution 5850, authorizing the award of a contract for remodeling of the SAHA Main and Section 8 lobbies to Spawglass through Texas Multiple Award Schedule (TXMAS) for an amount not to exceed \$302,491.39

Mr. Morando and Mr. Domingo Ibarra, Director of Security, reported that in order to align the SAHA Security infrastructure with guidelines prescribed by the United States Department of Justice, Vulnerability Assessment of Federal Facilities, the Interagency Security Subcommittee Final Report, and HUD Regional Field Offices standards, SAHA staff conducted an internal vulnerability assessment to evaluate the existing security infrastructure to provide detection, deterrence, and response to hostile acts. The services of a contractor are required to remodel the public entrances at SAHA’s Main and Section 8 Lobbies and to install additional doors with card-based access controls at the interior corridors of the building. This will ensure the security and well-being of agency employees, clients, contractors, and the general public while allowing people to move freely throughout the property with a high level of security. Improvements to the Central Office Building’s security will include the relocation and/or fortification of various employee workstations, installation of bullet resistant glass and partitions at public service counters, installation of interior electronic controlled access doors, entry and protocols and guards at strategic locations.

Mr. Morando further reported that SAHA is currently a member of the State of Texas Cooperative Purchasing Program, which follows an acceptable competitive bid or proposal solicitation process. SAHA, as a cooperative member, may utilize any State of Texas contract, including those awarded through the TXMAS program. Mr. Morando is recommending SpawGlass. SpawGlass has been awarded a contract for building renovations and general construction through the TXMAS program. The current award recommendation for the remodeling of SAHA’s Main and Section 8 Lobbies is not expected to exceed an amount of \$302,491.39, to include a base bid amount of \$274,992.17, plus a 10% contingency in the amount of \$27,499.22, that will only be used, if necessary. This project will be funded through the operations of the Central Office Building Business Unit and the reserves of the San Antonio Housing Facility Corporation, which owns the building.

Motion: Commissioner Clack moved to approve Resolution 5850. Commissioner McClure seconded the motion. Approved.

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

Item 12: Resolution 5851, authorizing the expenditure of additional funds for Dr. Charles Andrews Apartments site, building, fencing, interior and parking area improvements to All Pro General Construction, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) in the amount of \$119,356.81

Hector Martinez, Director of Construction Services and Sustainability, and Mr. Morando reported that Dr. Charles Andrews Apartments, a Public Housing family community, was acquired in 1995, for participants in the Family Self-Sufficiency (FSS) program. This community is located on the northside of San Antonio, in the Medical Center area. The

community consists of ten two-story buildings, with a total of fifty-two townhome-style apartment units, of which four are handicapped accessible. Mr. Martinez then reported that on December 1, 2016, (Item 12) SAHA received Board approval to enter into an Agreement with All Pro General Construction (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for Dr. Charles Andrews site, building, fencing, interior and parking area improvements for an amount not to exceed \$3,241,590.00, to include a base bid of \$2,946,900.00, plus a 10 percent contingency of \$294,690.00, that would only be used, as necessary. The Agreement for this project was executed on December 19, 2016. While awaiting the building permit to be issued by the City of San Antonio, SAHA issued a Limited Notice To Proceed on April 3, 2017, allowing the contractor to begin certain aspects of the project that did not require a building permit. On May 19, 2017, the contractor secured the building permit and SAHA issued a full Notice To Proceed for this project with the contractor commencing work on May 30, 2017.

Due to unforeseen conditions and Owner-requested changes in the scope of work, this request is for additional funding to complete the project to include items such as sidewalks and concrete stair modifications, additional building-mounted shade structures, new roof extension structural modifications, relocation of sewer cleanouts, and call-for-aid devices at the front of the buildings.

Mr. Morando reported that the request is for the expenditure of additional funds to complete the project at Dr. Charles Andrews Apartments in the amount of \$119,356.81. This amount, along with previously approved change orders, will represent approximately a 12% increase to the original base contract amount. The source of funds is Capital Fund Program and Capital Fund Financing Program.

Motion: Commissioner McClure moved to approve Resolution 5851. Commissioner Clack seconded the motion. Approved.

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

Item 13: Resolution 5852, authorizing the expenditure of additional funds for elevator maintenance repair services to Schindler Elevator Corporation for an amount not to exceed \$62,500.00 Mr. Martinez informed the Board of Commissioners that SAHA requires the services of a contractor to provide scheduled preventive and routine maintenance services along with emergency repair services for forty-four passenger and two freight elevators located at various Public Housing properties, Beacon Communities and SAHA's Central Office

Mr. Morando reported that on March 6, 2014, (Item 8) SAHA received Board approval to award a contract for elevator maintenance and repair services to Schindler Elevator Corporation for an annual cumulative amount not to exceed \$250,000.00; for a period of one year with the option to extend for up to four additional one-year terms. During the last year, in addition to the required preventive and routine maintenance, the Agency has experienced unforeseen elevator repairs at multiple Senior/Disabled communities. The cost and the volume of work required to maintain the elevators has exceeded the amount initially requested from the Board in March 2014. Therefore, SAHA is requesting approval

to increase the blanket award for this service by \$62,500.00 from \$250,000.00 to \$312,500.00. The total increase will be 25%, as limited by State law. This will allow for continuation of the services required to maintain functioning elevators at these communities.

Motion: Commissioner Clack moved to approve Resolution 5852. Commissioner Weaver seconded the motion. Approved.

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

Item 14: Resolution 5849, authorizing the award of a contract for automated/automatic door maintenance, repair, and inspection services agency-wide to Door Control Services, LLC, for a period of one year with the option to renew up to four additional one-year terms; the annual cumulative amounts for the five year term shall not exceed: \$55,000.00 per year for year one and year two, and \$65,000.00 per year for year three, year four, and year five

Brandee Perez, Director of Federal Housing Programs, and Mr. Morando reported that various properties throughout SAHA have automated/automatic doors that open up mechanically, either by push-button, motion sensor, or upon approach of a person. SAHA requires the services of a contractor to conduct all Federal, State, and Local inspections, and to provide preventative maintenance, repair and other services, as needed. On August 16, 2018, SAHA issued an "Invitation For Bids" (IFB) #1808-936-23-4815 for Automated/Automatic Door Maintenance, Repair, and Inspection which closed on September 14, 2018. A total of three bids were received in response to this solicitation: Door Control Services LLC, Monarch Door Automation, and Tormax USA, Inc. 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 contained in the solicitation document. Based on the above, Door Control Services, LLC is the lowest responsive and responsible bidder and is being recommended for contract award.

Mr. Morando also reported that the current award recommendation for the automated/automatic door maintenance, repair, and inspection services agency-wide is not expected to exceed an annual cumulative amount of \$55,000.00 per year for year one and year two, and \$65,000.00 per year for year three, year four, and year five; and will be funded through the approved operating budgets and/or available reserves.

Motion: Commissioner Clack moved to approve Resolution 5849. Commissioner McClure seconded the motion. Approved.

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

Jessica Weaver, Commissioner	X			
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Item 15: Resolution 5854, approving the 2019 Payment Standard Schedule between 90% - 110% of the Fiscal Year 2019 Small Area Fair Market Rents for the Veterans Affairs Supportive Housing and Mainstream Programs

Ms. Perez reported that in August 2018, the U.S. Department of Housing and Urban Development (HUD) published updated Fiscal Year (FY) 2019 Small Area Fair Market Rents (SAFMRs) for twenty-four metropolitan areas in the United States. HUD requires housing authorities to establish voucher payment standards within the basic range of 90%-110% of each SAFMR for each unit size. Staff requests approval to increase the payment standard schedules for all bedroom sizes. Ms. Perez then provided the proposed payment standard schedule and stated that it complied with HUD requirements, as all payment standard amounts are within the basic range of the FY 2019 SAFMRs.

The 2019 SAFMRs represent an increase from the 2018 SAFMRs. Staff believes that these increases are consistent with today's current market trends and will expand the housing opportunities for our VASH and Mainstream program participants. Ms. Perez also reported that the recommended payment standards will be effective for those Housing Assistance Payment Contracts with an effective date of January 1, 2019, or later. Implementation will consist of a 12-month phase-in for participants that have a reexamination effective on or after this date and applicable to all new admission contracts for these programs effective on or after this date. There is an estimated impact to the Housing Assistance Payment (HAP) Contract of 2.7%.

Motion: Commissioner Clack moved to approve Resolution 5854. Commissioner Weaver seconded the motion. Approved.

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

Item 16: Update and discussion regarding the SAHA Incident Response Plan

Ms. Kristi Baird, Director of Beacon Properties, Mr. Hinojosa, Ms. Perez and Mr. Roth reported that in the event of an emergency, San Antonio Housing Authority (SAHA) operates an Incident Response Plan that provides organized procedures and outlines steps that can be taken to lessen the impact of the emergency situation. SAHA is committed to maintaining the safety of residents and employees and the quick restoration of normal business activities after an emergency event. SAHA's Incident Response Plan consists of three major phases: Pre-Incident Plan, Real-Time Response Plan and Post-Incident Plan. Ms. Baird, Ms. Perez, and Mr. Hinojosa provided a presentation to further discuss the phases that are designed to stabilize incidents related to severe weather, medical emergencies, fires, and security threats.

Item 17: Update and discussion regarding the FY2018 MTW Report

Mr. Richard Milk, Director of Policy and Planning, provided a brief update regarding the Moving to Work Plan (MTW) for SAHA. Mr. Milk's report included a presentation highlighting the MTW Report Elements consisting of the short and long term MTW goals

and objectives; the MTW Compliance, consisting of statistics regarding the number of individuals, along with their socioeconomic status; the MTW Statutory Objectives, consisting of cost efficiency/effectiveness, housing choice and self-sufficiency; and the MTW Activities and MTW Initiatives, consisting of an overview of activities, a status update of ongoing activities, use of funds, and all of the community development initiatives currently in place at SAHA.

Item 18: Adjournment

Chair Stribling, DPM, adjourned the meeting at 4:41 p.m.

ATTEST:

Morris A. Stribling, DPM
Chair, Board of Commissioners

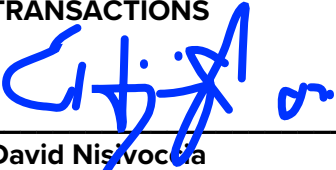
Date

David Nisivoccia
President and CEO

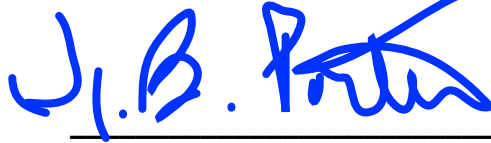
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BOARD OF COMMISSIONERS

RESOLUTION 5844, AUTHORIZING THE ACQUISITION OF INFILL LOTS UNDER CHOICE NEIGHBORHOOD-CRITICAL COMMUNITY IMPROVEMENTS (CCI PLAN) AND THE EXECUTION OF ANY AND ALL DOCUMENTATION NECESSARY TO CONSUMMATE SUCH TRANSACTIONS



David Nisvocca
President and CEO



Arrie B. Porter
Assistant Director of Choice Neighborhood

REQUESTED ACTION:

Consideration and approval regarding Resolution 5844, authorizing the acquisition of Infill Lots under Choice Neighborhood-Critical Community Improvements (CCI Plan) and the execution of any and all documentation necessary to consummate such transactions.

FINANCIAL IMPACT:

The total cost for both lots is \$81,750.00. This amount is budgeted, as part of the Choice Neighborhood Initiative, CCI budget, Strategy No. 1.

SUMMARY:

In July 2018, letters of interest, along with permission for Right of Entry for purposes of appraisal, were sent to owners of lots, and vacant homes in CCI target areas 1 and 2. On September 6, 2018, responses were received from two property owners, expressing an interest in selling their lots to SAHA. The lots are located at 601 Arthur, and 607 Arthur Street, San Antonio, Texas, 78202.

The properties were appraised, and a Fair Market Value (FMV) was established. HUD has approved offers of up to 25% over FMV, to facilitate expedited negotiation and acquisition of properties. The FMV for 601 Arthur was established at \$36,800.00. SAHA offered Mr. Sawdon \$46,000.00, the full 25% over FMV, which he accepted. The FMV for 607 Arthur was established at \$28,600.00. SAHA offered Mr. Foltz \$35,750.00, the full 25% over FMV, which he accepted. The total amount needed to acquire both properties is \$81,750.00.

STRATEGIC GOAL:

Strategically expand the supply of affordable housing; and
Develop a local, and national reputation for being an effective leader, partner, and advocate for affordable housing, and its residents.

ATTACHMENTS:

Resolution 5844
Map

**San Antonio Housing Authority
Resolution 5844**

RESOLUTION 5844, AUTHORIZING THE ACQUISITION OF INFILL LOTS UNDER CHOICE NEIGHBORHOOD-CRITICAL COMMUNITY IMPROVEMENTS (CCI PLAN) AND THE EXECUTION OF ANY AND ALL DOCUMENTATION NECESSARY TO CONSUMMATE SUCH TRANSACTIONS

WHEREAS, the San Antonio Housing Authority (SAHA), through its Choice Neighborhood Initiative, Critical Community Improvements (CCI Plan), has implemented an Infill strategy for the development of Single Family Homes; and

WHEREAS, SAHA seeks to purchase vacant lots on which to build single-family affordable homes; and

WHEREAS, two property owners contacted SAHA, offering their properties for sale; and

WHEREAS, SAHA has made offers to those two property owners, which they have accepted.

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

1. Approves Resolution 5844, authorizing the acquisition of Infill Lots under Choice Neighborhood-Critical Community Improvements (CCI Plan) and the execution of any and all documentation necessary to consummate such transactions.
2. Authorizes the President and CEO, or designee, to execute all necessary documents and extensions relating to the purchase of the properties.

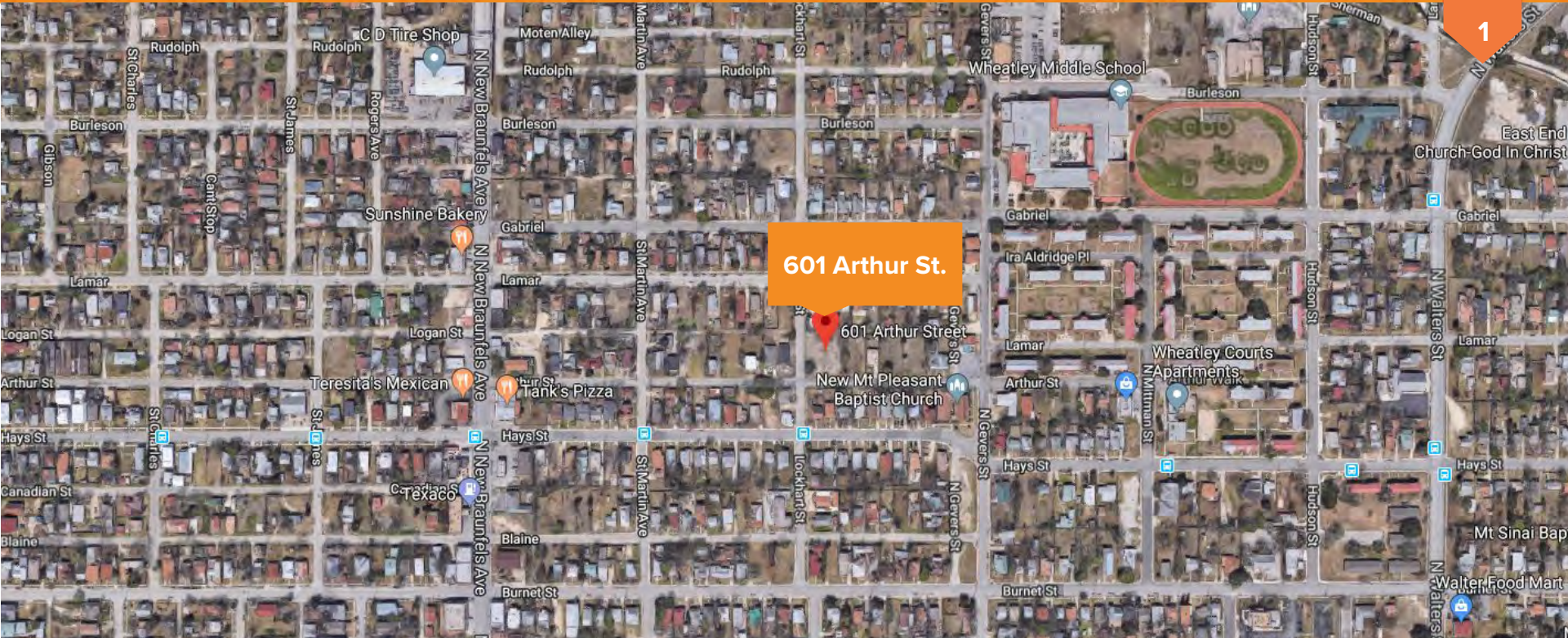
Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

MAP OF 601 ARTHUR ST.

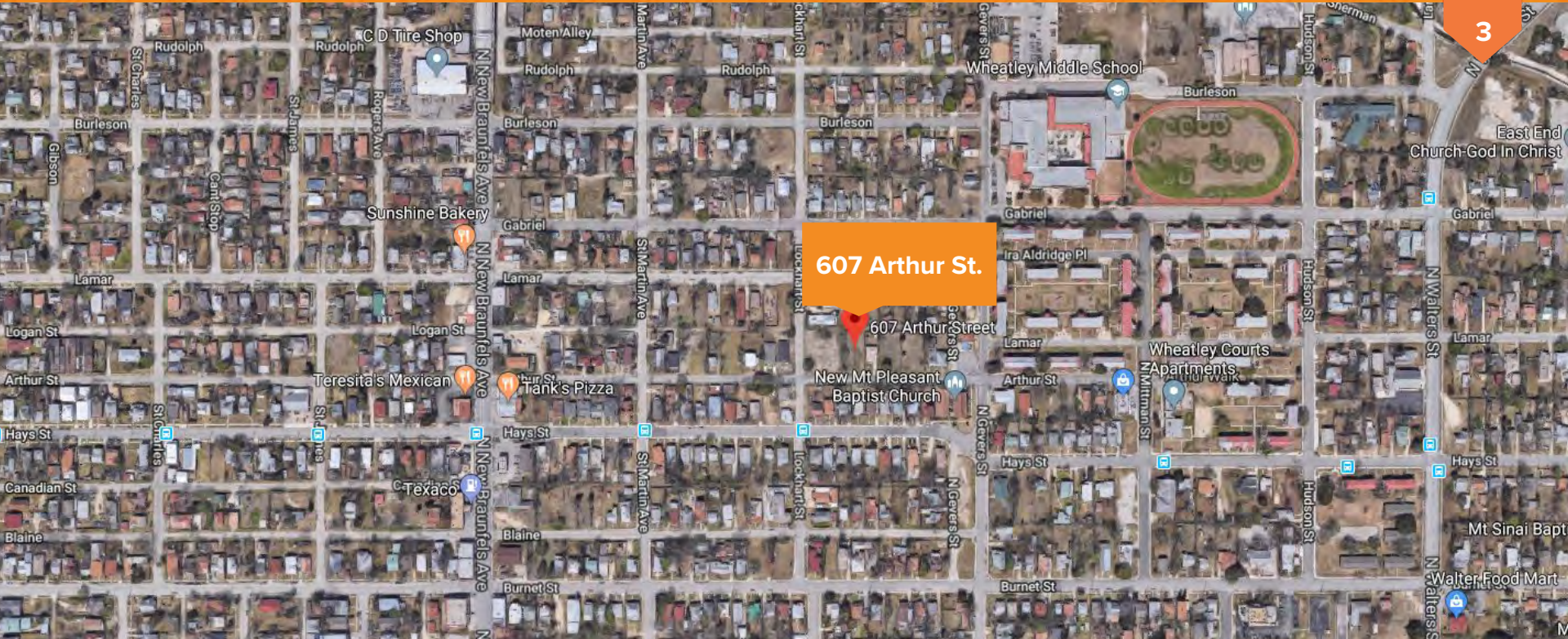


601 ARTHUR ST.

2



MAP OF 607 ARTHUR ST.



607 ARTHUR ST.

4




BOARD OF COMMISSIONERS

RESOLUTION 5845, AUTHORIZING THE PRESIDENT AND CEO OF THE HOUSING AUTHORITY OF THE CITY OF SAN ANTONIO, TEXAS, TO ACCEPT THE WELLS FARGO PRIORITY MARKETS GRANT IN THE AMOUNT OF \$100,000.00



David Nisivonva
President and CEO



Arrie B. Porter
Assistant Director of Choice Neighborhood

REQUESTED ACTION:

Consideration and approval regarding Resolution 5845, authorizing the President and CEO of the Housing Authority of the City of San Antonio, Texas, to accept the Wells Fargo Priority Markets Grant in the amount of \$100,000.00.

FINANCIAL IMPACT:

The financial impact to SAHA is an additional \$100,000.00 to support the infill budget. The Wells Fargo Priority Markets Grant will allow SAHA to pay down the cost of four homes at \$25,000.00 each. There is no negative financial impact to SAHA.

SUMMARY:

The development of Infill - Single Family Housing is key to the neighborhood revitalization efforts taking place currently. In addition, the housing must be affordable and accommodate families making up to 120% of the Area Median Income (AMI). The infill strategy is part of the Choice Neighborhood Critical Community Improvements (CCI) Plan.

The Wells Fargo Housing Foundation Priority Markets Program provides grants for neighborhood stabilization projects to stimulate growth, stability and investment in distressed areas. They are dedicated to creating affordable and sustainable housing through investment in neighborhood revitalization efforts.

In September 2018, Development Services and Neighborhood Revitalization received notice of the award for the Wells Fargo Priority Markets Grant in the amount of \$100,000.00. The grant will be used to pay down costs on four infill homes, increasing affordability for neighborhood residents.

STRATEGIC GOAL:

Strategically expand the supply of affordable housing.

ATTACHMENT:

Resolution 5845

**San Antonio Housing Authority
Resolution 5845**

RESOLUTION 5845, AUTHORIZING THE PRESIDENT AND CEO OF THE HOUSING AUTHORITY OF THE CITY OF SAN ANTONIO, TEXAS, TO ACCEPT THE WELLS FARGO PRIORITY MARKETS GRANT IN THE AMOUNT OF \$100,000.00

WHEREAS, the San Antonio Housing Authority (SAHA) through its Choice Neighborhood Initiative, Critical Community Improvements (CCI) Plan, has implemented an Infill strategy for the development of Single Family Homes; and

WHEREAS, the homes are to be developed as affordable units, for residents earning up to 120% AMI; and

WHEREAS, SAHA applied for a Wells Fargo Priority Markets Grant to meet the goal of affordability; and

WHEREAS, Wells Fargo awarded SAHA a grant of \$100,000.00 to support the development of affordable, single family homes, in the Eastside Choice Neighborhood.

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

1. Approves Resolution 5845, authorizing the President and CEO of the Housing Authority of the City of San Antonio, Texas, to accept the Wells Fargo Priority Markets Grant in the amount of \$100,000.00.
2. Authorizes the President and CEO, or designee, to execute any and all necessary documents and extensions.

Passed and approved the 1st day of November 2018.

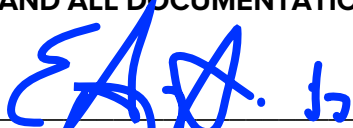
Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:


David Nisivoccia
President and CEO

BOARD OF COMMISSIONERS

RESOLUTION 5856, AUTHORIZING THE PRESIDENT AND CEO OF THE SAN ANTONIO HOUSING AUTHORITY (SAHA), AND THE SECRETARY/TREASURER OF ITS RELATED ENTITIES, TO ENTER INTO THIRD PARTY AGREEMENTS ENCUMBERING HOUSING ASSETS IN THE FORM OF LEASES, LICENSES, LEASEHOLDS, RIGHT-OF-WAYS, EASEMENTS, OPERATING AGREEMENTS, CONTRACTS AND LIENS ASSOCIATED WITH AGREEMENTS NOT INCIDENTAL TO THE NORMAL OPERATION OF THE PROPERTY, FOR AN INITIAL PERIOD NOT TO EXCEED FIVE YEARS IN DURATION; AUTHORIZING EXECUTION OF ANY AND ALL DOCUMENTATION NECESSARY TO CONSUMMATE SUCH TRANSACTIONS



David Nisivocia
President and CEO



Ed Hinojosa
Chief Financial Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 5856, authorizing the President and CEO of the San Antonio Housing Authority (SAHA), and the Secretary/Treasurer of its related entities, to enter into third party agreements encumbering housing assets in the form of leases, licenses, leaseholds, right-of-ways, easements, operating agreements, contracts, and liens associated with agreements not incidental to the normal operation of the property, for an initial period not to exceed five years in duration; authorizing execution of any and all documentation necessary to consummate such transactions.

FINANCIAL IMPACT:

There will be a positive financial impact, as the other parties to the aforementioned agreements typically will be paying some form of rent as consideration for the facility. In some cases, city, county, or state entities may not be paying monetary consideration, but SAHA or its related entities will benefit from property improvements being performed at no cost to SAHA.

SUMMARY:

On November 29, 2017, U.S. Department of Housing and Urban Development (HUD) issued Notice PIH 2017-24 (HA), which provided new guidance that Public Housing Authorities (PHAs) must follow for third-party agreements encumbering Public Housing property. The only exceptions to this new guidance are the following:

1. Leasing of dwelling or non dwelling space incidental to the normal operation of the project for Public Housing purposes. An example would be leases for laundry room facilities.
2. Easements, right-of-ways, and transfers of utility systems incidental to the normal operation of Public Housing.
3. Units or land leased for non-dwelling purposes for one year or less.

The new guidance requires that all third party contracts that do not meet these requirements must be approved by the PHA's Board of Commissioners.

SAHA and its related entities are often presented with third-party agreements for such things as cell phone towers and leasing of parking facilities on a short and long term basis for properties controlled by SAHA or its related entities. Requiring each of these proposals to go through the Operations and Choice Neighborhood Committee and full Board for approval would be time consuming and not cost effective for staff.

Therefore, we are recommending that the proposed resolution be approved by the Board of Commissioners. This will enable staff to quickly respond to unanticipated financial opportunities that will generate income, which can be invested into capital repair/replacements to preserve existing affordable housing units in the PH portfolio or properties owned by other related entities.

All activity under this approval will be included in the President's report to the Board on a quarterly basis.

STRATEGIC OBJECTIVE:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENT:

Resolution 5856

**San Antonio Housing Authority
Resolution 5856**

RESOLUTION 5856, AUTHORIZING THE PRESIDENT AND CEO OF THE SAN ANTONIO HOUSING AUTHORITY (SAHA), AND THE SECRETARY/TREASURER OF ITS RELATED ENTITIES, TO ENTER INTO THIRD PARTY AGREEMENTS ENCUMBERING HOUSING ASSETS IN THE FORM OF LEASES, LICENSES, LEASEHOLDS, RIGHT-OF-WAYS, EASEMENTS, OPERATING AGREEMENTS, CONTRACTS AND LIENS ASSOCIATED WITH AGREEMENTS NOT INCIDENTAL TO THE NORMAL OPERATION OF THE PROPERTY, FOR AN INITIAL PERIOD NOT TO EXCEED FIVE YEARS IN DURATION; AUTHORIZING EXECUTION OF ANY AND ALL DOCUMENTATION NECESSARY TO CONSUMMATE SUCH TRANSACTIONS

WHEREAS, the U.S. Department of Housing and Urban Development (HUD), in PIH 2017-24 (HA) requires Public Housing Authority Board approval for third-party agreements encumbering Public Housing assets that do not meet the limited exceptions outlined in the aforementioned notice; and

WHEREAS, to facilitate prompt approvals for unforeseen proposals from third-party agreements, which are deemed financially beneficial or provide property improvements at no cost to SAHA or its related entities; and

WHEREAS, income generated by these third-party agreements will be reinvested into capital repairs/replacements designed to preserve and extend the useful life of affordable housing units.

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

- 1) Approves Resolution 5856, authorizing the President and CEO of the San Antonio Housing Authority (SAHA), and the Secretary/Treasurer of its related entities, to enter into third party agreements encumbering housing assets in the form of leases, licenses, leaseholds, right-of-ways, easements, operating agreements, contracts, and liens associated with agreements not incidental to the normal operation of the property, for an initial period not to exceed five years in duration.

- 2) Authorizes the President and CEO of the San Antonio Housing authority, and the Secretary/Treasurer of its related entities, to execute any and all documentation necessary to consummate such transactions.

Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:


David Nisivoccia
President and CEO

BOARD OF COMMISSIONERS

RESOLUTION 5846, AUTHORIZING THE SALE OF PROPERTY LOCATED AT 909 RUNNELS, SAN ANTONIO, TEXAS, FOR \$320,000.00 AND THE EXECUTION OF ANY AND ALL DOCUMENTATION NECESSARY TO CONSUMMATE SUCH TRANSACTION



David Nisiyocis
President and CEO



Timothy E. Alcott
Real Estate and Legal Services Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 5846, authorizing the sale of property located at 909 Runnels, San Antonio, Texas, for \$320,000.00 and the execution of any and all documentation necessary to consummate such transaction.

FINANCIAL IMPACT:

The proceeds from the sale will be \$320,000.00 minus closing costs.

SUMMARY:

The property located at 909 Runnels, San Antonio, Texas, (Property) is located in front of Sutton Oaks Apartments. It is also located within the Choice Neighborhood Implementation grant boundaries.

Two of the goals of the Choice grant were to (1) attract new business to the Choice Neighborhood Implementation grant boundaries and (2) reduce the number of vacant lots. As such, staff identified this lot as a site for a potential business.

SAHA engaged a commercial realtor to assist in locating a business that would benefit the community. The property was listed for sale in November 2017. The Property is 1.9450 acres and was appraised at \$250,000.00 and was listed for \$325,000.00. There were discussions with several potential buyers, but there were challenges with the types of business and the shape of the lot for it to be suitable, because the property consists of a shallow lot with a steep bank at the edge with Sutton Homes.

A dentist has offered \$320,000.00 with plans to build a strip center to house a Floss Dental business, as well as, his own real estate office.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities; and
Develop a local, and national reputation for being an effective leader, partner, and advocate for affordable housing, and its residents.

ATTACHMENTS:

Resolution 5846
Map

**San Antonio Housing Authority
Resolution 5846**

RESOLUTION 5846, AUTHORIZING THE SALE OF PROPERTY LOCATED AT 909 RUNNELS, SAN ANTONIO, TEXAS, FOR \$320,000.00 AND THE EXECUTION OF ANY AND ALL DOCUMENTATION NECESSARY TO CONSUMMATE SUCH TRANSACTION

WHEREAS, the San Antonio Housing Authority (SAHA) owns land at 909 Runnels, San Antonio, Texas, 78208 (Property); and

WHEREAS, SAHA is committed to the Choice Grant and its mission of improving the neighborhood around East Meadows Apartments; and

WHEREAS, reducing the number of vacant lots and bringing businesses to the Choice area are goals of the Choice Grant; and

WHEREAS, the Property is vacant and the buyer would build on the lot a strip center that would provide services that would benefit the community.

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

- 1) Approves Resolution 5846, authorizing the sale of property located at 909 Runnels, San Antonio, Texas, for \$320,000.00.
- 2) Authorizes the President and CEO, or designee, to execute any and all necessary documents and extensions relating to the sale of the Property.

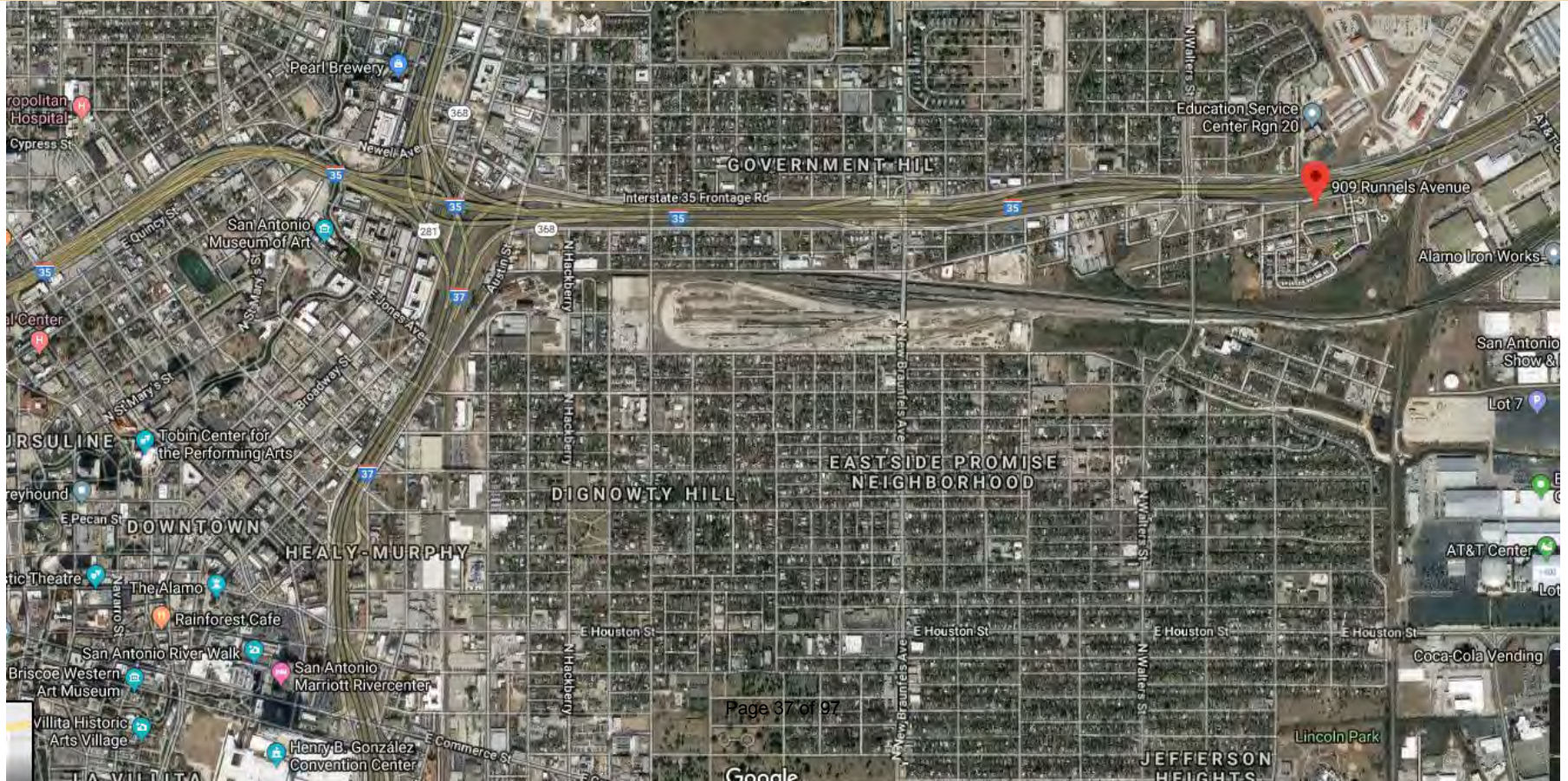
Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

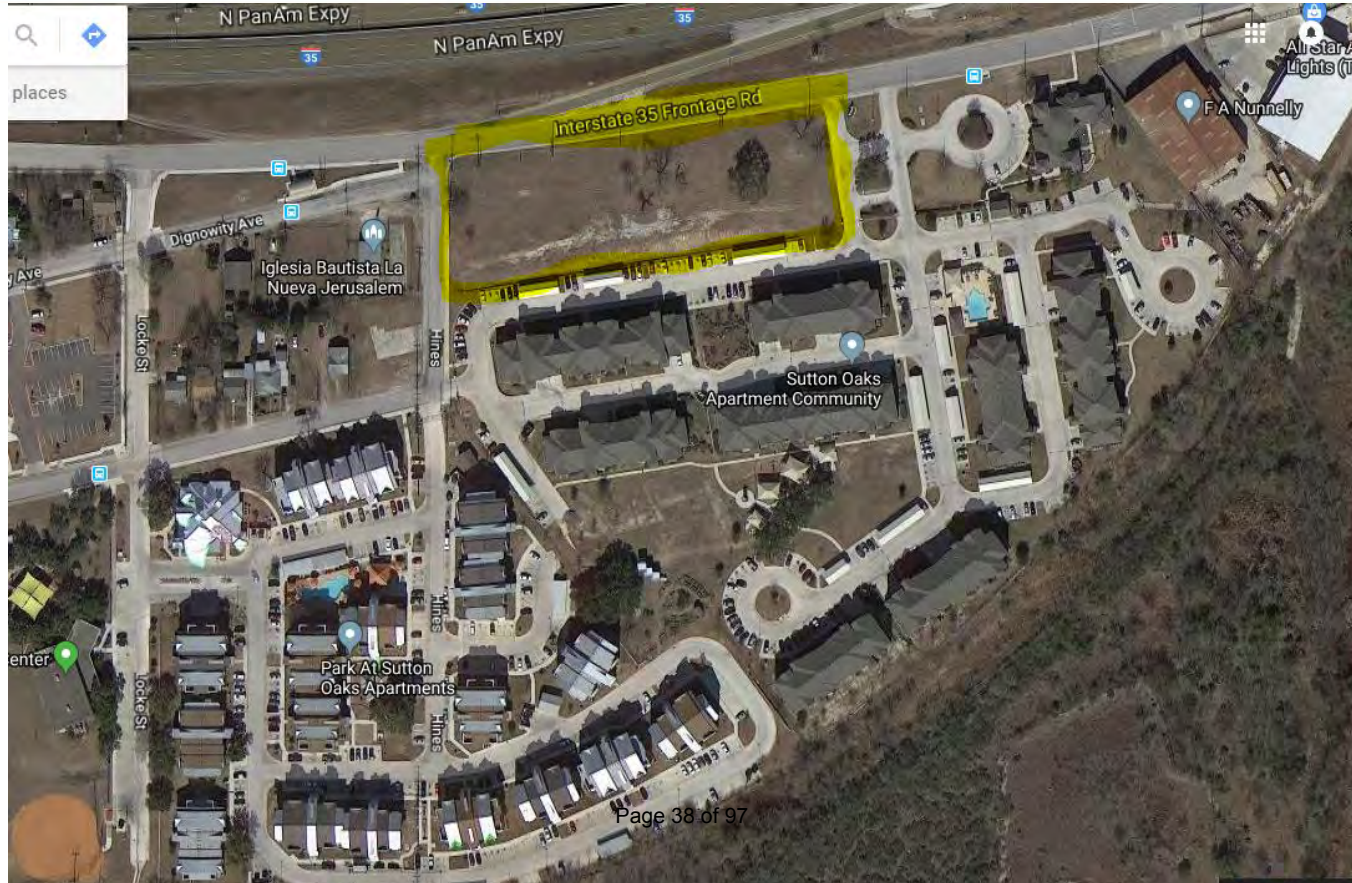
Attested and approved as to form:

David Nisivoccia
President and CEO

MAP - 909 RUNNELS



MAP - 909 RUNNELS



BOARD OF COMMISSIONERS

RESOLUTION 5855, AUTHORIZING THE SAN ANTONIO HOUSING FACILITY CORPORATION TO ACQUIRE 7.125 ACRES OF LAND AT 9323 SOMERSET ROAD, SAN ANTONIO, TEXAS, AND THE EXECUTION OF ANY AND ALL DOCUMENTATION NECESSARY TO CONSUMMATE SUCH TRANSACTION

David Nisivoccia
President and CEO

Timothy E. Alcott
Real Estate and Legal Services Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 5855, authorizing the San Antonio Housing Facility Corporation to acquire 7.125 acres of land at 9323 Somerset Road, San Antonio, Texas, and the execution of any and all documentation necessary to consummate such transaction.

FINANCIAL IMPACT:

The cost to purchase the land is \$325,000.00 plus closing costs and will be funded with MTW funds.

SUMMARY:

Costa Mirada Apartments is a 9% tax credit partnership with NRP Group that was constructed in 2008. The initial fifteen year compliance period for Costa Mirada will become due in 2023. The property has positive cash flow and has 95.3% occupancy. The land is located in Councilman Rey A. Saldana’s City Council District 4.

The size of the lot, 7.125 acres, and its proximity to Costa Mirada makes it an appealing purchase. The opportunity to purchase 7.125 acres, at that price, that is zoned multi-family makes it an attractive parcel for future development. It is anticipated that the lot would be developed after the tax credit compliance period is completed in five years.

STRATEGIC GOAL:

Strategically expand the supply of affordable housing.

ATTACHMENTS:

- Resolution 5855
- Map

**San Antonio Housing Authority
Resolution 5855**

RESOLUTION 5855, AUTHORIZING THE SAN ANTONIO HOUSING FACILITY CORPORATION TO ACQUIRE 7.125 ACRES OF LAND AT 9323 SOMERSET ROAD, SAN ANTONIO, TEXAS, AND THE EXECUTION OF ANY AND ALL DOCUMENTATION NECESSARY TO CONSUMMATE SUCH TRANSACTION

WHEREAS, the San Antonio Housing Facility Corporation is an affiliated entity of the San Antonio Housing Authority; and

WHEREAS, the San Antonio Housing Facility Corporation seeks to purchase vacant lots for future development; and

WHEREAS, the land adjacent to Costa Mirada Apartments could be used for future multifamily development.

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

- 1) Approves Resolution 5855, authorizing the San Antonio Housing Facility Corporation to acquire 7.125 acres of land at 9323 Somerset Road, San Antonio, Texas.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents and extensions relating to the purchase of the Property.

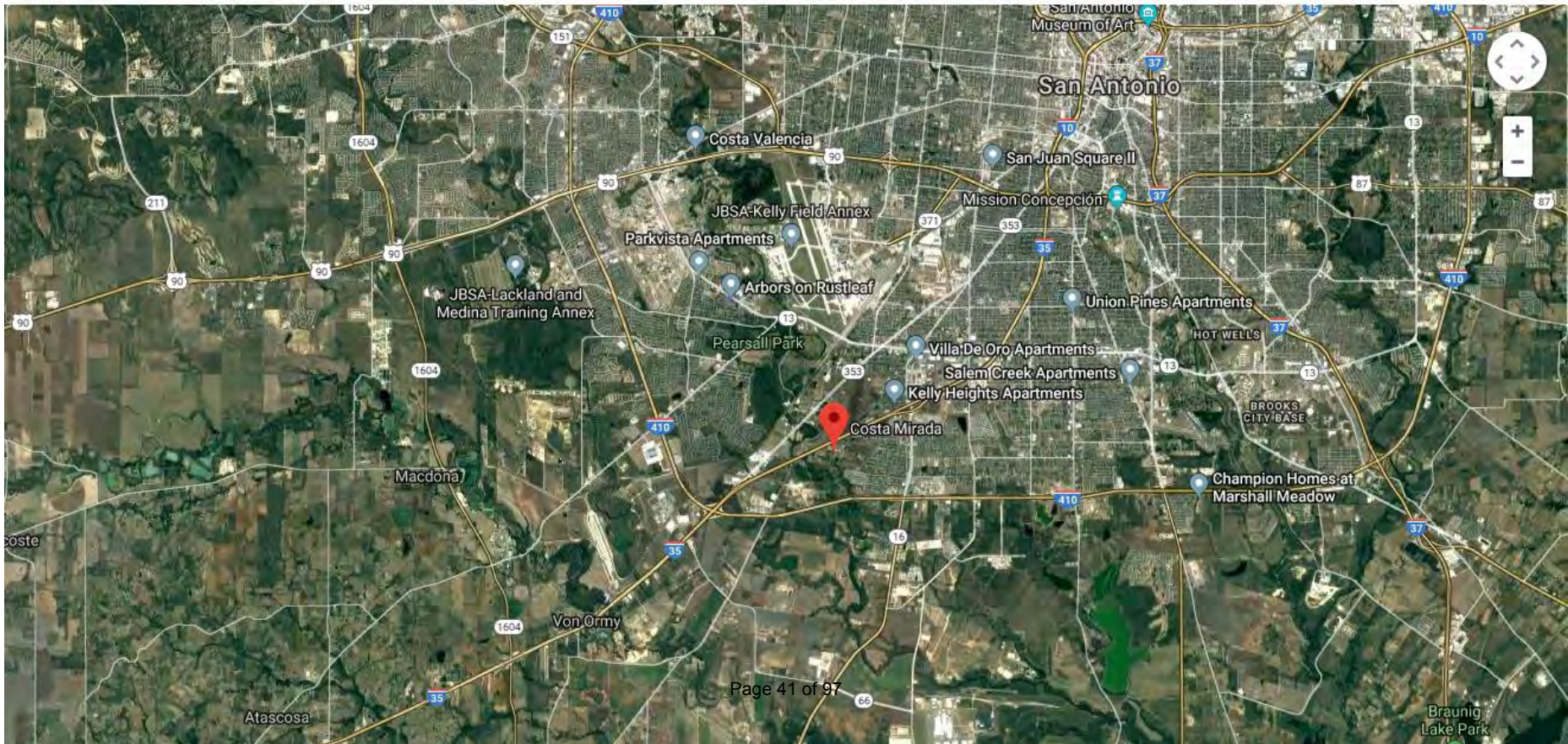
Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

MAP - 9323 SOMERSET ROAD



MAP - 9323 SOMERSET ROAD



BOARD OF COMMISSIONERS

RESOLUTION 5848, AUTHORIZING THE AWARD OF CONTRACTS FOR BOND AND MIXED FINANCE COUNSEL ON AN AS-NEEDED BASIS TO THE FOLLOWING THREE LAW FIRMS: BRACEWELL, LLP, COATS ROSE, P.C., AND NORTON ROSE FULBRIGHT US LLP; AT THE RATE NOT TO EXCEED 1% OF THE BOND OF ISSUE, WITH ADDITIONAL WORK TO BE COMPENSATED BASED ON A MUTUALLY AGREEABLE FEE ARRANGEMENT THAT IS PROPORTIONATE TO THE COMPLEXITY AND VALUE OF THE TRANSACTION; ALL FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

David Nisiyocchia
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 5848, authorizing the award of contracts for bond and mixed finance counsel on an as-needed basis to the following three law firms: Bracewell, LLP, Coats Rose, P.C., and Norton Rose Fulbright US LLP; at the rate not to exceed 1% of the bond of issue, with additional work to be compensated based on a mutually agreeable fee arrangement that is proportionate to the complexity and value of the transaction; all for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The fee arrangements will be based on the complexity and value of each transaction and may include an hourly rate with a not-to-exceed limit or a flat rate. This is to ensure reasonable fees for each transaction, which is a priority, given the challenging funding environment.

Funding for legal and other professional services in the area of Bond Mixed Finance Counsel is included in every project budget, and is generally paid out of the bond proceeds of the partnership or Beacon property.

SUMMARY:

On July 19, 2018, SAHA issued a Request For Qualifications (RFQ) #1807-961-49-4814 for Bond and Mixed Finance Counsel that closed on August 28, 2018. The RFQ was published on the SAHA website, Electronic State Business Daily (ESBD), The Hart Beat, posted on NAHRO, Public Purchase and direct solicited to eighty-five law firms. A total of four proposals were received in response to the RFQ: Bracewell, LLP, Coats Rose, P.C., Norton Rose Fulbright US LLP, and Orrick, Herrington & Sutcliffe LLP. All proposals were evaluated on the following criteria: experience, methodology and approach, fee structure, and strength of the Section 3 and SWMBE Utilization Plans. Based on the above, the three highest rated responsive and responsible proposers are being recommended for contract award.

Bracewell, LLP was established in 1945, and is headquartered in Houston, Texas, with field office locations in Austin, Dallas and San Antonio Texas; Hartford, Connecticut; New York, New York;

Seattle, Washington; Washington, DC; London and Dubai. This firm focuses primarily on industries to include energy, finance, technology, with practice areas to include public finance, government relations, financial restructuring, complex commercial litigation, real estate and white collar defense. Bracewell represents a wide variety of clients to include, but not limited, to cities, counties, state agencies, and school districts. A Partner at Bracewell was previously engaged by SAHA through another firm. Their Housing Authority clients include Bexar County Housing Authority, Houston Housing Authority, Housing Authority of the City of El Paso, and Laredo Housing Authority. This firm's Texas State Agency clients include Texas Department of Housing and Community Affairs, Texas Department of Transportation, Texas Veterans' Land Board, Office of the Comptroller of the State of Texas, Texas Agricultural Finance Authority, Texas Public Finance Authority, Texas Higher Education Coordinating Board, Texas Water Development Board, The Texas A&M University System, The University of Texas System, Texas General Land Office, and Texas Windstorm Insurance Associates.

Coats Rose, P.C. was incorporated in 1989, and is headquartered in Houston, Texas, with field office locations in Austin, Dallas and San Antonio, Texas; Cincinnati, Ohio; and New Orleans, Louisiana. Coats Rose is a transaction and litigation law firm focused on the development of real estate, affordable housing, special purpose districts, business and private wealth. Their industries and practices include real estate law, affordable housing and community development, public finance, construction/surety law, commercial litigation, government relations, intellectual property, mergers and acquisitions, securities law, tax, wealth planning and preservation. Coats Rose provides legal counsel to businesses, governmental entities, corporate, and high-net worth clients across the U.S. and internationally. Coats Rose has received prior awards from SAHA for Legal Services and Bond/Mixed Finance Counsel. Their Housing Authority clients include Housing Authority of the City of Austin, Brenham Housing Authority, Dallas Housing Authority, Del Rio Housing Authority, Housing Authority of the City of El Paso, Fort Worth Housing Solutions, Groesbeck Housing Authority, Houston Housing Authority, Little Rock Housing Authority, Housing Authority of the City of New Orleans, and Shreveport Housing Authority.

Norton Rose Fulbright US LLP was founded in 1919, and is headquartered in San Antonio, Texas, with fifty-eight field office locations spanning thirty-two countries. Eleven of their offices are located in the United States: Austin, Dallas, and Houston, Texas; Denver, Colorado; Los Angeles and San Francisco, California; Minneapolis, Minnesota; St Louis, Missouri; New York, New York; and Washington, DC. Their key industries include financial institutions, energy, infrastructure, mining and commodities, transport, technology and innovation, and life sciences and healthcare, with practice areas to include antitrust and competition, art law, banking and finance, bankruptcy, financial restructuring and insolvency, capital markets, corporate, M&A and securities, dispute resolution and litigation, eminent domain, employment and labor, family law, intellectual property, projects, real estate, regulation and investments, risk advisory, and tax. Norton Rose Fulbright US LLP has received prior awards from SAHA for Legal Services. On June 3, 2013, Fulbright & Jaworski, LLP joined Norton Rose Fulbright US LLP. Fulbright & Jaworski has received prior awards from SAHA for Bond/Mixed Finance Counsel and Legal Services Real Estate. The firm has represented the following housing authorities to include, but not limited, to Bexar County Housing Finance Corporation, Cameron County Housing Finance Corporation, Denton Housing Authority, Laredo Housing Finance Corporation, Midland County Housing Authority, Tarrant County Housing Finance Corporation, Texas State Affordable Housing Corporation, Nueces County Housing Finance Corporation, and Weslaco Housing Authority. Their local clients include,

but are not limited, to Bexar County Housing Finance Corporation, Cibolo EDC, New Braunfels EDC, Cameron County Housing Finance Corporation, City of San Antonio, and City of Brownsville.

CONTRACT OVERSIGHT

Contract oversight will be provided by Timothy E. Alcott, Real Estate and Legal Services Officer, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to assist the department in the contract renewal or new solicitation process.

STRATEGIC GOAL:

Strategically expand the supply of affordable housing.

ATTACHMENTS:

Resolution 5848
Company Profile
Scoring Matrix
Advertisement List

**San Antonio Housing Authority
Resolution 5848**

RESOLUTION 5848, AUTHORIZING THE AWARD OF CONTRACTS FOR BOND AND MIXED FINANCE COUNSEL ON AN AS-NEEDED BASIS TO THE FOLLOWING THREE LAW FIRMS: BRACEWELL, LLP, COATS ROSE, P.C., AND NORTON ROSE FULBRIGHT US LLP; AT THE RATE NOT TO EXCEED 1% OF THE BOND OF ISSUE, WITH ADDITIONAL WORK TO BE COMPENSATED BASED ON A MUTUALLY AGREEABLE FEE ARRANGEMENT THAT IS PROPORTIONATE TO THE COMPLEXITY AND VALUE OF THE TRANSACTION; ALL FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on July 19, 2018, SAHA issued a Request For Qualifications (RFQ) #1807-961-49-4814 for Bond and Mixed Finance Counsel that closed on August 28, 2018; and

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

WHEREAS, Bracewell, LLP, Coats Rose, P.C., Norton Rose Fulbright US, LLP are being recommended for contract award; and

WHEREAS, the fee arrangements will be based on the complexity and value of each transaction, and may include an hourly rate with a not-to-exceed limit or a flat rate. This is to ensure reasonable fees for each transaction, which is a priority, given the challenging funding environment.

Funding for legal and other professional services in the area of Bond Mixed Finance Counsel is included in every project budget, and is generally paid out of the bond proceeds of the partnership or Beacon property; and

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

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

- 1) Approves Resolution 5848, authorizing the award of contracts for bond and mixed finance counsel on an as-needed basis to the following three law firms: Bracewell, LLP, Coats Rose, P.C., and Norton Rose Fulbright US LLP; at the rate not to exceed 1% of the bond of issue, with additional work to be compensated based on a mutually agreeable fee arrangement that is proportionate to the complexity and value of the transaction; all 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 these contracts.

Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

Bracewell LLP Company Profile

Bracewell, LLP was established in 1945, and is headquartered in Houston, Texas, with field office locations in Austin, Dallas and San Antonio, Texas; Hartford, Connecticut; New York, New York; Seattle, Washington; Washington, DC; London and Dubai. This firm focuses primarily on industries to include energy, finance, technology; with practice areas to include public finance, government relations, financial restructuring, complex commercial litigation, real estate and white collar defense. Bracewell represents a wide variety of clients to include, but not limited, to cities, counties, state agencies, and school districts.

A Partner at Bracewell was previously engaged by SAHA through another firm. Their Housing Authority clients include Bexar County Housing Authority, Houston Housing Authority, Housing Authority of the City of El Paso, and Laredo Housing Authority.

This firm's Texas State Agency clients include Texas Department of Housing and Community Affairs, Texas Department of Transportation, Texas Veterans' Land Board, Office of the Comptroller of the State of Texas, Texas Agricultural Finance Authority, Texas Public Finance Authority, Texas Higher Education Coordinating Board, Texas Water Development Board, The Texas A&M University System, The University of Texas System, Texas General Land Office, and Texas Windstorm Insurance Associates.

Coats Rose, P.C. Company Profile

Coats Rose, P.C. was incorporated in 1989, and is headquartered in Houston, Texas, with field office locations in Austin, Dallas and San Antonio, Texas; Cincinnati, Ohio; and New Orleans, Louisiana. Coats Rose is a transaction and litigation law firm focused on the development of real estate, affordable housing, special purpose districts, business and private wealth. Their industries and practices include real estate law, affordable housing and community development, public finance, construction/surety law, commercial litigation, government relations, intellectual property, mergers and acquisitions, securities law, tax, wealth planning and preservation. Coats Rose provides legal counsel to businesses, governmental entities, corporate, and high-net worth clients across the U.S. and internationally.

Coats Rose has received prior awards from SAHA for Legal Services and Bond/Mixed Finance Counsel.

Their Housing Authority clients include Housing Authority of the City of Austin, Brenham Housing Authority, Dallas Housing Authority, Del Rio Housing Authority, Housing Authority of the City of El Paso, Fort Worth Housing Solutions, Groesbeck Housing Authority, Houston Housing Authority, Little Rock Housing Authority, Housing Authority of the City of New Orleans, and Shreveport Housing Authority.

Norton Rose Fulbright US LLP Company Profile

Norton Rose Fulbright US LLP was founded in 1919, and is headquartered in San Antonio, Texas, with 58 field office locations spanning thirty-two counties. Eleven of their offices are located in the United States: Austin, Dallas, and Houston, Texas; Denver, Colorado; Los Angeles and San Francisco, California; Minneapolis, Minnesota; St Louis, Missouri; New York, New York; and Washington, DC. Their key industries include financial institutions, energy, infrastructure, mining and commodities, transport,

technology and innovation, and life sciences and healthcare with practice areas to include antitrust and competition, art law, banking and finance, bankruptcy, financial restructuring and insolvency, capital markets, corporate, M&A and securities, dispute resolution and litigation, eminent domain, employment and labor, family law, intellectual property, projects, real estate, regulation and investments, risk advisory, and tax.

On June 3, 2013, Fulbright & Jaworski, LLP joined Norton Rose Fulbright US LLP. Norton Rose Fulbright US LLP has received prior awards from SAHA for Legal Services. Fulbright & Jaworski has received prior awards from SAHA for Bond/Mixed Finance Counsel and Legal Services Real Estate.

The firm has represented the following housing authorities to include, but not limited, to Bexar County Housing Finance Corporation, Cameron County Housing Finance Corporation, Denton Housing Authority, Laredo Housing Finance Corporation, Midland County Housing Authority, Tarrant County Housing Finance Corporation, Texas State Affordable Housing Corporation, Nueces County Housing Finance Corporation, and Weslaco Housing Authority.

Their local clients include, but are not limited, to Bexar County Housing Finance Corporation, Cibolo EDC, New Braunfels EDC, Cameron County Housing Finance Corporation, City of San Antonio, City of Brownsville.

**Scoring Matrix - Initial
Bond and Mixed Finance Counsel
1807-961-49-4814**

Criterion Description	Max Points Weight	Bracewell LLP	Coats Rose	Orrick Herrington & Sutcliffe LLP	Norton Rose Fulbright
Relevant Experience	1-5 60%				
Rater 1		5.00	4.00	3.00	4.50
Rater 2		5.00	5.00	3.00	4.50
Rater 3		5.00	5.00	3.00	4.50
Total Score		15.00	14.00	9.00	13.50
Average Score		5.00	4.67	3.00	4.50
Weighted Score		3.00	2.80	1.80	2.70
Methodology & Approach:	1-5 10%				
Rater 1		5.00	4.00	3.00	4.00
Rater 2		5.00	4.00	3.00	4.00
Rater 3		5.00	5.00	4.00	5.00
Total Score		15.00	13.00	10.00	13.00
Average Score		5.00	4.33	3.33	4.33
Weighted Score		0.50	0.43	0.33	0.43
Fee Structure:	1-5 10%				
Rater 1		3.50	5.00	4.00	3.50
Rater 2		3.50	5.00	4.00	3.50
Rater 3		3.50	5.00	4.20	3.50
Total Score		10.50	15.00	12.20	10.50
Average Score		3.50	5.00	4.07	3.50
Weighted Score		0.35	0.50	0.41	0.35
Strength of Section 3 Plan:	1-5 10%				
Rater 1		3.00	2.00	1.00	1.00
Rater 2		3.00	2.00	1.00	1.00
Rater 3		2.00	2.00	1.00	1.00
Total Score		8.00	6.00	3.00	3.00
Average Score		2.67	2.00	1.00	1.00
Weighted Score		0.27	0.20	0.10	0.10
Strength of the SWMBE plan:	1-5 10%				
Rater 1		2.00	2.00	1.00	2.00
Rater 2		2.00	2.00	1.00	2.00
Rater 3		3.00	2.00	1.00	2.00
Total Score		7.00	6.00	3.00	6.00
Average Score		2.33	2.00	1.00	2.00
Weighted Score		0.23	0.20	0.10	0.20
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)				
Tota Weighted Score		4.35	4.13	2.74	3.78

Advertisement List
Solicitation # 1807-961-49-4814
Bond & Mixed Finance Counsel

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
Associations Revised as of 03/9/2018			
African American Chamber of Commerce of San Antonio	Lou Miller	blackchamber@aol.com	
Alamo Asian American Chamber of Commerce	Elva Adams	elva.adams@wellsfargo.com	
Alamo City Black Chamber Of Commerce	Bede Ramcharan	info@alamocitychamber.org	
American Council of Engineering Companies - San Antonio (ACEC-SA)	Anne Whittington	anne@acectx.org	
American Institute of Architects	Paula	paula@aiasa.org	
American Subcontractors Association	Jennifer Swinney	jennifer@asasanantonio.org	
Associated Builders and Contractors S. Texas Chapter	Steve Schultz	steve@abcsouthtexas.org	
Builders Exchange	Jeannette Olguin	jeannette@virtualbx.com	
Construct Connect		content@constructconnect.com	
CFMA	Tommy Wallace	wallacet@zhi.com kimr@avacpa.com	
Chinese Chamber of Commerce	Jing Hao	jing.hao@gsaccc.org	
Goodwill Industries	Steven Hussain Angelique de Oliveira	shussain@goodwill.sa.org adeoliveira@goodwillsa.org	
Greater San Antonio Builders Association	Kristi Sutterfield	ksutterfield@sabuilders.com	
The San Antonio Chamber of Commerce	Julie Oltersdorf	julieo@sachamber.org	
Hispanic Contractors Association de San Antonio	Clarissa Perez Dave Sanchez	exdir@hcadesa.org admin@hcadesa.org dave@hcadesa.org	
IEC	Julie Howard	jhoward@iecsanantonio.com rvasquez@iecsanantonio.com	
MCA-SMACNA		mca-smacna@mca-smacna.org	
Minority Business Council	Hector Garcia	hector@hegarciacpa.com	
National Alliance of Craftsmen Association	Victor Landa	arvelasquez01@yahoo.com	
National Association of Women in Construction (NAWIC)	Sandee Morgan	nawicerin@gmail.com nawicsatx@gmail.com	
NAWBD San Antonio	Madeline Slay	Madeline@masarchitecture.com	
Plumbing Heating Cooling Contractors Association	Heidi Timble	Heidi@phcc-sanantonio.org	
Professional Engineers in	Diane Hoskins	bexarpepp@sbcglobal.net	

**Advertisement List
Solicitation # 1807-961-49-4814
Bond & Mixed Finance Counsel**

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
Private Practice			
Real Estate Council of San Antonio	Martha Mangum	martham@recsanantonio.com	
SAABE	Melodie	mg.assoc.mgmt@gmail.com	
San Antonio Board of Realtors	Suzanne	Suzanne@sabor.com	
SA Chapter of the Associated General Contractors	Dana Marsh	sanantonioagc@gmail.com	
San Antonio Hispanic Chamber of Commerce	Ramiro Cavazos	ramiroc@sahcc.org mariyaf@sahcc.org	
San Antonio Masonry Contractors Association	Debbie Mason	samca@satx.rr.com	
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	
SmartApartmentData.com		construction@SmartApartmentData.com	
South Central Regional Certification Agency	Julio Fuentes	jfuentes@sctrca.org	
South San Antonio Chamber of Commerce	Al Arreola Jr	al@southsa.org	
Southwest Minority Supplier Diversity Council	Robert Casas	smsdc@smsdc.org	
Surety Association of South Texas, Inc.	Jim Swindle	jim@alamobonds.com	
Texas Society of Professional Engineers	Laura Campa	meghan@tspe.org jennifer@tspe.org	
TIBH Industries	Robert Olivo	robertolivo@tibh.org	
UTSA Minority Business Center	Orestes Hubbard	orestes.hubbard@utsa.edu jennifer.mort@utsa.edu	
UTSA Procurement Technical Assistance Center	Terri Williams	ptac@utsa.edu	
West San Antonio Chamber of Commerce	Julie Jimenez	info@westsachamber.org julie@westsachamber.org	
Women's Business Enterprise	Avery Smith	bids@wbea-texas.org	
NAHRO	Web Site	http://nahro.economicengine.com	
Public Purchase	Web Site	www.publicpurchase.com	
Texas ESBD	Web Site	https://portal.cpa.state.tx.us/	
North San Antonio Chamber of Commerce	Web Site	https://northsachamber.chambermaster.com	
Davidson Troilo Ream & Garza	Cheree T. Kinzie	ckinzie@dtrglaw.com	denied
Law Offices Of Aric J. Garza,	Aric J. Garza	aric@sabusinessattorney.com	
The R Baca Law Firm, PLLC	Rafael V. Baca, Esq.	info@southwestpatents.com	

**Advertisement List
Solicitation # 1807-961-49-4814
Bond & Mixed Finance Counsel**

Associations /Vendors	Contact Name	Email	Method of Contact(Specify)
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**Advertisement List
Solicitation # 1807-961-49-4814
Bond & Mixed Finance Counsel**

Associations/Vendors	Contact Name	Email	Method of Contact(Specify)
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BOARD OF COMMISSIONERS

RESOLUTION 5853, AUTHORIZING SAHA TO BECOME A PARTICIPANT MEMBER IN THE HOUSTON-GALVESTON AREA COUNCIL OF GOVERNMENTS PURCHASING COOPERATIVE PROGRAM WHICH OFFERS ACCESS TO NATIONWIDE CONTRACTS FOR ITS MEMBERS

David Nisivoccia
President and CEO

Steven Morando
Director of Procurement and
General Services

REQUESTED ACTION:

Consideration and approval regarding Resolution 5853, authorizing SAHA to become a participant member in the Houston-Galveston Area Council of Governments (H-GAC) purchasing cooperative program which offers access to nationwide contracts for its members.

FINANCIAL IMPACT:

There is no cost for SAHA to become a member of H-GAC.

SUMMARY:

This request is to obtain Board of Commissioners approval to allow SAHA to become a member of H-GAC, a nationwide purchasing cooperative, and provide it with access to utilize any contracts, as needed. Use of any individual contracts under the H-GAC cooperative will be approved for use by SAHA in accordance with the SAHA Procurement Policy.

H-GAC would add to the cooperative purchasing opportunities available to SAHA. SAHA is currently a member of the State of Texas Cooperative Purchasing Program, which gives it access to all State-awarded contracts, such as Texas Multiple Award Schedules (TxMAS), and Department of Information Services (DIR) technology contracts. Additionally, SAHA is a member of the U.S. Communities Government Purchasing Alliance and The Cooperative Purchasing Network (TCPN), both nationwide purchasing cooperatives, which have contracts currently utilized by SAHA. All State of Texas, U. S. Communities, TCPN and H-GAC contracts follow an acceptable competitive bid or proposal solicitation process.

Because these cooperatives award contracts based on competitive bid or proposal processes, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts is appropriate and in accordance with SAHA procurement policies. It also provides SAHA with an alternative method to procure needed goods or services in an expedited manner.

H-GAC is a region-wide voluntary association of local governments in the 13-county Gulf Coast Planning Region of Texas. It was founded in 1966, and is located in Houston, Texas. It offers contracts that are available nationwide to it members, which include state and local governments, school districts, higher education institutions, courts, nonprofits, Housing Authorities and other government entities. H-GAC contracts are primarily for products and equipment utilized in Public Safety, Public Works, Emergency Services and Communications.

Additionally, there are contracts for professional consulting, temporary personnel and disaster recovery services.

Since H-GAC, a Government-to-Government cooperative purchasing program, is based in Houston, Texas, its procurement processes adhere to Texas state and local procurement laws. HUD encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes by relieving them of developing specifications or issuing solicitations. SAHA's membership in H-GAC would allow it to benefit from the purchasing power of the cooperative and volume discounts/favorable pricing that its contracts provide.

STRATEGIC GOAL:

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

ATTACHMENT:

Resolution 5853

**San Antonio Housing Authority
Resolution 5853**

RESOLUTION 5853, AUTHORIZING SAHA TO BECOME A PARTICIPANT MEMBER IN THE HOUSTON-GALVESTON AREA COUNCIL OF GOVERNMENTS PURCHASING COOPERATIVE PROGRAM WHICH OFFERS ACCESS TO NATIONWIDE CONTRACTS FOR ITS MEMBERS

WHEREAS, HUD encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes; and

WHEREAS, SAHA requests approval to become a member of the Houston-Galveston Area Council of Governments (H-GAC), a nationwide purchasing cooperative; and

WHEREAS, this cooperative program awards contracts based on the competitive bid or proposal process; therefore, SAHA would not be required to issue its own competitive solicitation in cases where the use of available contracts is appropriate and in accordance with SAHA procurement policies; and

WHEREAS, there is no cost for SAHA to become a member of Houston-Galveston Area Council of Governments; 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 5853, authorizing SAHA to become a participant member in the Houston-Galveston Area Council of Governments purchasing cooperative program which offers access to nationwide contracts for its members.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of November 2018.


Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:


David Nisivoccia
President and CEO

BOARD OF COMMISSIONERS

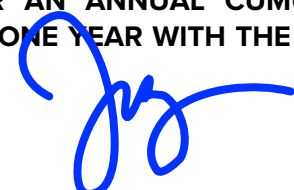
RESOLUTION 5847, AUTHORIZING THE AWARD OF A CONTRACT FOR TEMPORARY STAFFING, DIRECT-HIRE AND OTHER EMPLOYER SERVICES THROUGH HOUSTON-GALVESTON AREA COUNCIL OF GOVERNMENTS PURCHASING COOPERATIVE PROGRAM TO ROBERT HALF INTERNATIONAL, INC. FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$200,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO TWO ADDITIONAL ONE-YEAR TERMS



David Nisivoccia
President and CEO



Steven Morando
Director of Procurement
and General Services



Janie Rodriguez
Director of Human
Resources

REQUESTED ACTION:

Consideration and approval regarding Resolution 5847, authorizing the award of a contract for temporary staffing, direct-hire and other employer services through Houston-Galveston Area Council of Governments Purchasing Cooperative Program to Robert Half International, Inc. for an annual cumulative amount not to exceed \$200,000.00; for a period of one year with the option to renew up to two additional one-year terms.

FINANCIAL IMPACT:

The current award recommendation for temporary staffing, direct-hire and other employer services is not expected to exceed an annual cumulative amount of \$200,000.00, and will be funded through the Central Office Cost Center operating budget.

SUMMARY:

On May 3, 2018, SAHA issued a Request For Proposals (RFP) #1803-962-69-4777 for Temporary and Contract Personnel Services that closed on June 5, 2018. A total of sixteen proposals were received in response to this solicitation, with one response being received after the submittal deadline. SAHA received Board approval on October 4, 2018, (Item 6) to enter into Agreements with the seven highest rated proposers to provide temporary and contract personnel services for the Agency.

Our prior award for this service that was approved by the Board on June 2, 2016, (Item 8) included a firm that specializes in providing positions in the areas of accounting and finance. The seven firms approved for contract award by the Board on October 4, 2018, do not specialize in these fields, which may be needed by SAHA’s Finance and Accounting Department; therefore, we are requesting approval to award a contract through the Houston-Galveston Area Council of Governments (HGAC) Purchasing Cooperative Program to Robert Half International, Inc. They specialize in recruiting accounting and finance positions that are needed by the Agency.

The U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. The cooperatives award contracts are based on a competitive bid or proposal process; therefore, SAHA is not required to issue its own competitive solicitation in cases where

the use of available contracts are appropriate and in accordance with SAHA procurement policies. SAHA is currently requesting approval to become a member of Houston-Galveston Area Council of Governments (HGAC) Purchasing Cooperative Program, a nationwide purchasing cooperative that follows an acceptable competitive bid or proposal solicitation process.

On November 15, 2016, Houston-Galveston Area Council (HGAC), issued a Request for Proposals No. TS06-17, for Temporary Staffing, Direct Hire and Other Employer Services that closed on January 30, 2017. On June 1, 2017, one of the awarded contracts was to Robert Half International, Inc., through May 31, 2020. The contract is subject to extension upon mutual agreement of both parties.

Robert Half International was founded in 1948, and is headquartered in San Ramon, California. They are credited as being the world's first and largest accounting and finance staffing firm with over 400 locations worldwide. Their Texas offices are located in Austin, Dallas/ Fort-Worth area, El Paso, Houston, and San Antonio. This firm's area of specialization includes Accountemps, temporary accounting and finance; Robert Half Finance and Accounting, full-time accounting and finance; Robert Half Management Resources, interim project-based financial; Office Team, office and administrative; Robert Half Technology, technology and IT; The Creative Group, creative and marketing; Robert Half Legal, legal; and Robert Half Executive Search, executive search. This firm has received prior awards from SAHA for temporary employment services for senior-level accounting, finance and other management level professionals on a project and interim basis.

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. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance Report on a monthly basis and monitor compliance with the vendor's SWMBE subcontractor good faith utilization plan.

STRATEGIC GOAL:

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

ATTACHMENT:

Resolution 5847

**San Antonio Housing Authority
Resolution 5847**

RESOLUTION 5847, AUTHORIZING THE AWARD OF A CONTRACT FOR TEMPORARY STAFFING, DIRECT-HIRE AND OTHER EMPLOYER SERVICES THROUGH HOUSTON-GALVESTON AREA COUNCIL OF GOVERNMENTS PURCHASING COOPERATIVE PROGRAM TO ROBERT HALF INTERNATIONAL, INC. FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$200,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO TWO ADDITIONAL ONE-YEAR TERMS

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

WHEREAS, SAHA is currently requesting approval to become a member of Houston-Galveston Area Council of Governments (HGAC) Purchasing Cooperative Program; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies; and

WHEREAS, on June 1, 2017, Houston-Galveston Area Council (HGAC) awarded a contract to Robert Half International, Inc. through May 31, 2020, for Temporary Staffing, Direct Hire and Other Employer Services. This was a competitively procured award; and

WHEREAS, Robert Half International, Inc. is recommended for contract award; and

WHEREAS, the current award recommendation for temporary staffing, direct-hire and other employer services is not expected to exceed an annual cumulative amount of \$200,000.00 and will be funded through the Central Office Cost Center operating budget; 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 5847, authorizing the award of a contract for temporary staffing, direct-hire and other employer services through Houston-Galveston Area Council of Governments Purchasing Cooperative Program to Robert Half International, Inc. for an annual cumulative amount not to exceed \$200,000.00; for a period of one year with the option to renew up to two additional one-year terms.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

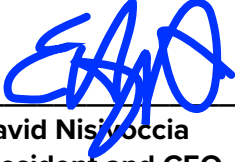
Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

BOARD OF COMMISSIONERS

RESOLUTION 5850, AUTHORIZING THE AWARD OF A CONTRACT FOR REMODELING OF THE SAHA MAIN AND SECTION 8 LOBBIES TO SPAWGLASS THROUGH TEXAS MULTIPLE AWARD SCHEDULE (TXMAS) FOR AN AMOUNT NOT TO EXCEED \$302,491.39


David Nisiyocchia
President and CEO



Steven Morando
Director of Procurement
and General Services



Domingo Ibarra
Director of Security

REQUESTED ACTION:

Consideration and approval regarding Resolution 5850, authorizing the award of a contract for remodeling of the SAHA Main and Section 8 lobbies to Spawglass through Texas Multiple Award Schedule (TXMAS) for an amount not to exceed \$302,491.39.

FINANCIAL IMPACT:

The current award recommendation for the remodeling of SAHA's Main and Section 8 Lobbies is not expected to exceed an amount of \$302,491.39, to include a base bid amount of \$274,992.17, plus a 10% contingency in the amount of \$27,499.22 that will only be used if necessary. This project will be funded through the operations of the Central Office Building Business Unit and the reserves of the San Antonio Housing Facility Corporation, which owns the building.

SUMMARY:

In order to align the SAHA Security infrastructure with guidelines prescribed by the United States Department of Justice, Vulnerability Assessment of Federal Facilities, the Interagency Security Subcommittee Final Report, and HUD Regional Field Offices standards, SAHA staff conducted an internal vulnerability assessment to evaluate the existing security infrastructure to provide detection, deterrence, and response to hostile acts. The services of a contractor are required to remodel the public entrances at SAHA's Main and Section 8 Lobbies and to install additional doors with card-based access controls at the interior corridors of the building. This will ensure the security and well-being of agency employees, clients, contractors, and the general public while allowing people to move freely throughout the property with a high level of security. Improvements to the Central Office Building's security will include the relocation and/or fortification of various employee workstations, installation of bullet resistant glass and partitions at public service counters, installation of interior electronic controlled access doors, entry and protocols and guards at strategic locations.

HUD encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. The cooperatives award contracts based on a competitive bid or proposal process; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies. SAHA is currently a member of the State of Texas Cooperative Purchasing Program, which follows an acceptable competitive bid or proposal solicitation

process. SAHA, as a cooperative member, may utilize any State of Texas contract, including those awarded through the TXMAS program.

On September 1, 2017, The University of Texas Rio Grande Valley awarded a Job Order Contract for Building Renovations and General Construction to SpawGlass. This was a competitively procured award, which TXMAS approved for use by members of the State of Texas Cooperative Purchasing Program. Contract #TXMAS-18-5602 was assigned with an initial term of November 30, 2017, through August 31, 2020. This approval includes the possibility of two one year renewal terms through August 31, 2022.

SpawGlass was established in 1953, and is headquartered in Selma, Texas, with field office locations in Austin, Beaumont, College Station, Corpus Christi, Fort Worth, Harlingen, Houston, New Braunfels, and San Antonio, Texas. This company is a civil and commercial contractor offering services to include, but not limited to, construction, construction management, certified welding, complete remodel, custom woodworking, demolition, drywall/water damage repair, electrical, front entries, interior finish-out, interior finishes, light gauge fabrication, painting, remodeling, restoration, and windows. SpawGlass has received prior awards from SAHA for roof repairs at Alazan Apache Courts and South San Apartments. This contractor provides services to a wide array of Texas clients in the following industries: education, healthcare, government, industrial/manufacturing, religious, retail, senior living and campus housing.

Contract oversight will be provided by Roger Garcia, General Services Manager, who will monitor the vendor's adherence to contract requirements and performance. Construction observation and management will be provided by Debra J. Dockery, the architect for this project.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5850
Company Profile

**San Antonio Housing Authority
Resolution 5850**

RESOLUTION 5850, AUTHORIZING THE AWARD OF A CONTRACT FOR REMODELING OF THE SAHA MAIN AND SECTION 8 LOBBIES TO SPAWGLASS THROUGH TEXAS MULTIPLE AWARD SCHEDULE (TXMAS) FOR AN AMOUNT NOT TO EXCEED \$302,491.39

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

WHEREAS, SAHA is currently a member of the State of Texas Cooperative Purchasing Program; therefore, SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with SAHA procurement policies; and

WHEREAS, on September 1, 2017, The University of Texas Rio Grande Valley awarded a Job Order Contract for Building Renovations and General Construction to SpawGlass. This was a competitively procured award, which TXMAS approved for use by members of the State of Texas Cooperative Purchasing Program; and

WHEREAS, SpawGlass is recommended for contract award; and

WHEREAS, the current award recommendation for the remodeling of SAHA's Main and Section 8 Lobbies is not expected to exceed an amount of \$302,491.39, to include a base bid amount of \$274,992.17, plus a 10% contingency in the amount of \$27,499.22 that will only be used if necessary. This project will be funded through the operations of the Central Office Building Business Unit and the reserves of the San Antonio Housing Facility Corporation, which owns the building; 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 5850, authorizing the award of a contract for remodeling of the SAHA Main and Section 8 lobbies to Spawglass through Texas Multiple Award Schedule (TXMAS) for an amount not to exceed \$302,491.39.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

SpawGlass Company Profile

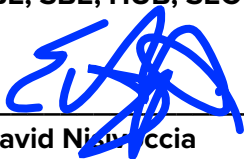
SpawGlass was established in 1953, as an employee-owned company and is headquartered in Selma, Texas, with field office locations in Austin, Beaumont, College Station, Corpus Christi, Fort Worth, Harlingen, Houston, New Braunfels, and San Antonio, Texas. This company is a civil and commercial contractor offering services to include, but not limited, to construction, construction management, certified welding, complete remodel, custom woodworking, demolition, drywall/water damage repair, electrical, front entries, interior finish-out, interior finishes, light gauge fabrication, painting, remodeling, restoration, and windows.

SpawGlass provides services to a wide array of Texas clients in the following industries: education, healthcare, government, industrial/manufacturing, religious, retail, senior living and campus housing. SpawGlass has built more than \$250 million in commercial office building construction in San Antonio over the past 5 years. Some of the company's recent projects include the new One Frost project in Westover Hills, NuStar Energy's corporate campus, Valero Energy's campus and the San Fernando Cathedral Restoration. It is also the lead for Texas A&M University's technology and science building, will be constructing two service centers for the City of San Antonio, and is working with the San Antonio River Foundation on the construction of Confluence Park.

This contractor has received prior awards from SAHA for roof repairs at Alazan Apache Courts and South San Apartments.

BOARD OF COMMISSIONERS

RESOLUTION 5851, AUTHORIZING THE EXPENDITURE OF ADDITIONAL FUNDS FOR DR. CHARLES ANDREWS APARTMENTS SITE, BUILDING, FENCING, INTERIOR AND PARKING AREA IMPROVEMENTS TO ALL PRO GENERAL CONSTRUCTION, INC. (DBE, ESBE, HABE, MBE, SBE, HUB, SECTION 3 BUSINESS) IN THE AMOUNT OF \$119,356.81



David Nisuraccia
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 5851, authorizing the expenditure of additional funds for Dr. Charles Andrews Apartments site, building, fencing, interior and parking area improvements to All Pro General Construction, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) in the amount of \$119,356.81.

FINANCIAL IMPACT:

This is a request for the expenditure of additional funds to complete the project at Dr. Charles Andrews Apartments in the amount of \$119,356.81. This amount, along with previously approved change orders, will represent approximately a 12% increase to the original contract amount. The source of funds is Capital Fund Program and Capital Fund Financing Program.

SUMMARY:

Dr. Charles Andrews Apartments, a Public Housing family community, was acquired in 1995, for participants in the Family Self-Sufficiency (FSS) program. This community is located on the northside of San Antonio, in the Medical Center area. The community consists of ten two-story buildings, with a total of fifty-two townhome-style apartment units, of which four are handicapped accessible. Other amenities include free Wi-Fi access for residents, a community room with leasing offices, one laundry room, and two recreation areas with playground equipment.

On December 1, 2016, (Item 12) SAHA received Board approval to enter into an Agreement with All Pro General Construction (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for Dr. Charles Andrews site, building, fencing, interior and parking area improvements for an amount not to exceed \$3,241,590.00, to include a base bid of \$2,946,900.00, plus a 10 percent contingency of \$294,690.00 that would only be used, as necessary.

The Agreement for this project was executed on December 19, 2016. While awaiting the building permit to be issued by the City of San Antonio, SAHA issued a Limited Notice To Proceed on April 3, 2017, allowing the contractor to begin certain aspects of the project that did not require a building permit. On May 19, 2017, the contractor secured the building permit and SAHA issued a full Notice To Proceed for this project with the contractor commencing work on May 30, 2017.

Due to unforeseen conditions and Owner-requested changes in the scope of work, this request is for additional funding to complete the project to include items such as sidewalks and concrete

stair modifications, additional building-mounted shade structures, new roof extension structural modifications, relocation of sewer cleanouts, and call-for-aid devices at the front of the buildings.

STRATEGIC GOAL

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5851

Map and Photo

**San Antonio Housing Authority
Resolution 5851**

RESOLUTION 5851, AUTHORIZING THE EXPENDITURE OF ADDITIONAL FUNDS FOR DR. CHARLES ANDREWS APARTMENTS SITE, BUILDING, FENCING, INTERIOR AND PARKING AREA IMPROVEMENTS TO ALL PRO GENERAL CONSTRUCTION, INC. (DBE, ESBE, HABE, MBE, SBE, HUB, SECTION 3 BUSINESS) IN THE AMOUNT OF \$119,356.81

WHEREAS, on December 1, 2016, (Item 12) SAHA received Board approval to enter into an Agreement with All Pro General Construction (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for Dr. Charles Andrews site, building, fencing, interior and parking area improvements for an amount not to exceed \$3,241,590.00, to include a base bid of \$2,946,900.00, plus a 10 percent contingency of \$294,690.00 that would only be used, as necessary; and

WHEREAS, due to unforeseen conditions and Owner-requested changes in the scope of work, this request is for additional funding to complete the project to include items such as sidewalks and concrete stair modifications, additional building-mounted shade structures, new roof extension structural modifications, relocation of sewer cleanouts, and call-for-aid devices at the front of the buildings; and

WHEREAS, this is a request for the expenditure of additional funds in the amount of \$119,356.81. This amount, along with previously approved change orders, will represent approximately a 12% increase to the original contract amount. This is a Capital Fund Project and Capital Fund Financing Project funded project; 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 5851, authorizing the expenditure of additional funds for Dr. Charles Andrews Apartments site, building, fencing, interior and parking area improvements to All Pro General Construction, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) in the amount of \$119,356.81.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

MAP - CHARLES ANDREWS APARTMENTS



PHOTO - CHARLES ANDREWS APARTMENTS



BOARD OF COMMISSIONERS


RESOLUTION 5852, AUTHORIZING THE EXPENDITURE OF ADDITIONAL FUNDS FOR ELEVATOR MAINTENANCE REPAIR SERVICES TO SCHINDLER ELEVATOR CORPORATION FOR AN AMOUNT NOT TO EXCEED \$62,500.00



David Nisiyocchia
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 5852, authorizing the expenditure of additional funds for elevator maintenance repair services to Schindler Elevator Corporation for an amount not to exceed \$62,500.00.

FINANCIAL IMPACT:

This is a request for the expenditure of additional funds for elevator maintenance and repair services for an amount not to exceed \$62,500.00. This will result in an overall increase of 25% to the original contract value. This service will be funded by the approved operating budgets and or available reserves.

SUMMARY:

SAHA requires the services of a contractor to provide scheduled preventive and routine maintenance services along with emergency repair services for forty-four passenger and two freight elevators located at various Public Housing properties, Beacon Communities and SAHA's Central Office.

On March 6, 2014, (Item 8) we received Board approval to award a contract for elevator maintenance and repair services to Schindler Elevator Corporation for an annual cumulative amount not to exceed \$250,000.00; for a period of one year with the option to extend for up to four additional one-year terms.

During the last year, in addition to the required preventive and routine maintenance, the Agency has experienced unforeseen elevator repairs at multiple Senior/Disabled communities. The cost and the volume of work required to maintain the elevators has exceeded the amount initially requested from the Board in March 2014. Therefore, we are requesting approval to increase the blanket award for this service by \$62,500.00 from \$250,000.00 to \$312,500.00. The total increase will be 25%, as limited by State law. This will allow for continuation of the services required to maintain functioning elevators at these communities.

The Board approved term for this Agreement will expire on March 6, 2019. In the near future, Procurement will be exploring options for procuring this service and will have an award recommendation presented to the Board for approval prior to the expiration of the Board approved term for this Agreement.

STRATEGIC GOAL

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENT:

Resolution 5852

**San Antonio Housing Authority
Resolution 5852**

RESOLUTION 5852, AUTHORIZING THE EXPENDITURE OF ADDITIONAL FUNDS FOR ELEVATOR MAINTENANCE REPAIR SERVICES TO SCHINDLER ELEVATOR CORPORATION FOR AN AMOUNT NOT TO EXCEED \$62,500.00

WHEREAS, on March 6, 2014, (Item 8) SAHA received Board approval to award a contract for elevator maintenance and repair services to Schindler Elevator Corporation for an annual cumulative amount not to exceed \$250,000.00; for a period of one year with the option to extend for up to four additional one-year terms; and

WHEREAS during the last year, in addition to the required preventive and routine maintenance, the Agency has experienced unforeseen elevator repairs at multiple Senior/Disabled communities. The cost and the volume of work required to maintain the elevators has exceeded the amount initially requested from the Board in March 2014; and

WHEREAS, we are requesting approval to increase the blanket award for this service by \$62,500.00 from \$250,000.00 to \$312,500.00. The total increase will be 25%, as limited by State law. This will allow for continuation of the services required to maintain functioning elevators at these communities; 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 5852, authorizing the expenditure of additional funds for elevator maintenance repair services to Schindler Elevator Corporation for an amount not to exceed \$62,500.00.
- 2) Authorizes the President and CEO, or designee, to execute any and all necessary documents associated with this contract.

Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

BOARD OF COMMISSIONERS

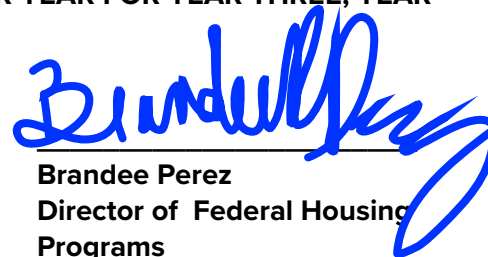
RESOLUTION 5849, AUTHORIZING THE AWARD OF A CONTRACT FOR AUTOMATED/AUTOMATIC DOOR MAINTENANCE, REPAIR, AND INSPECTION SERVICES AGENCY-WIDE TO DOOR CONTROL SERVICES, LLC, FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS; THE ANNUAL CUMULATIVE AMOUNTS FOR THE FIVE YEAR TERM SHALL NOT EXCEED: \$55,000.00 PER YEAR FOR YEAR ONE AND YEAR TWO, AND \$65,000.00 PER YEAR FOR YEAR THREE, YEAR FOUR, AND YEAR FIVE



David Nisirovica
 President and CEO



Steven Morando
 Director of Procurement
 and General Services



Brandee Perez
 Director of Federal Housing
 Programs

REQUESTED ACTION:

Consideration and approval regarding Resolution 5849, authorizing the award of a contract for automated/automatic door maintenance, repair, and inspection services agency-wide to Door Control Services, LLC, for a period of one year with the option to renew up to four additional one-year terms; the annual cumulative amounts for the five year term shall not exceed: \$55,000.00 per year for year one and year two, and \$65,000.00 per year for year three, year four, and year five.

FINANCIAL IMPACT:

The current award recommendation for the automated/automatic door maintenance, repair, and inspection services agency-wide is not expected to exceed an annual cumulative amount of \$55,000.00 per year for year one and year two, and \$65,000.00 per year for year three, year four, and year five; and will be funded through the approved operating budgets and/or available reserves.

SUMMARY:

Various properties throughout SAHA have automated/automatic doors that open up mechanically, either by push-button, motion sensor, or upon approach of a person. SAHA requires the services of a contractor to conduct all Federal, State, and Local inspections, and to provide preventative maintenance, repair and other services, as needed.

On August 16, 2018, SAHA issued an "Invitation For Bids" (IFB) #1808-936-23-4815 for Automated/Automatic Door Maintenance, Repair, and Inspection which closed on September 14, 2018. The IFB was published on the SAHA website, Electronic State Business Daily (ESBD), the Hart Beat, posted on NAHRO, Public Purchase and direct solicited to thirty-one vendors. A total of three bids were received in response to this solicitation: Door Control Services LLC, Monarch Door Automation, and Tormax USA, Inc. All bids were evaluated on the following criteria: purchase price, reputation of the bidder and his goods or services, quality of the goods or services, extent to which the goods or services meet SAHA's needs, total long term cost, and any relevant criteria contained in the solicitation document. Based on the above, Door Control

Services, LLC is the lowest responsive and responsible bidder and is being recommended for contract award.

Door Control Services, LLC was founded in 1973, and is headquartered in Ben Wheeler, Texas. They are a nationwide company with Texas office locations in Austin, El Paso, Forney, Houston, Lubbock, and San Antonio. Services provided by this vendor include sales, installation and service of all types of doors and related products to include commercial sectional and rolling doors, entry doors, high performance doors, air curtains, cold storage doors, impact doors, HVLS fans, gates, security solutions, and restroom equipment, door hardware, and parts sales. Door Control Services, LLC has received prior awards from SAHA for automated/automatic door repair service. Their client list includes University of Texas at Austin, Texas A & M University, University of North Texas - Denton, and Rains Independent School District.

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

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 5849
Company Profile
Tabulation
Advertisement List

**San Antonio Housing Authority
Resolution 5849**

RESOLUTION 5849, AUTHORIZING THE AWARD OF A CONTRACT FOR AUTOMATED/AUTOMATIC DOOR MAINTENANCE, REPAIR, AND INSPECTION SERVICES AGENCY-WIDE TO DOOR CONTROL SERVICES, LLC, FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS; THE ANNUAL CUMULATIVE AMOUNTS FOR THE FIVE YEAR TERM SHALL NOT EXCEED: \$55,000.00 PER YEAR FOR YEAR ONE AND YEAR TWO, AND \$65,000.00 PER YEAR FOR YEAR THREE, YEAR FOUR, AND YEAR FIVE

WHEREAS, on August 16, 2018, SAHA issued an "Invitation For Bids" (IFB) #1808-936-23-4815 for Automated/Automatic Door Maintenance, Repair, and Inspection, which closed on September 14, 2018; and

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

WHEREAS, Door Control Services, LLC is the lowest responsive and responsible bidder and is being recommended for contract award; and

WHEREAS, the current award recommendation for the automated/automatic door maintenance, repair, and inspection services agency-wide is not expected to exceed an annual cumulative amount of \$55,000.00 per year for year one and year two, and \$65,000.00 per year for year three, year four, and year five; and will be funded through the approved operating budgets and/or available reserves; and

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

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

- 1) Approves Resolution 5849, authorizing the award of a contract for automated/automatic door maintenance, repair, and inspection services agency-wide to Door Control Services, LLC, for a period of one year with the option to renew up to four additional one-year terms; the annual cumulative amounts for the five year term shall not exceed: \$55,000.00 per year for year one and year two, and \$65,000.00 per year for year three, year four, and year five.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this contract.

Passed and approved the 1st day of November 2018.

Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

Door Control Services, LLC Company Profile

Door Control Services, LLC was founded in 1973, and is headquartered in Ben Wheeler, Texas. They are a nationwide company with Texas office locations in Austin, El Paso, Forney, Houston, Lubbock, and San Antonio. Services provided by this vendor include sales, installation and service of all types of doors and related products to include the following: commercial sectional and rolling doors, entry doors, high performance doors, air curtains, cold storage doors, impact doors, HVLS fans, gates, security solutions, and restroom equipment, door hardware, and parts sales.

Door Control Services, LLC has received prior awards from SAHA for automated/automatic door repair service. Their client list includes University of Texas at Austin, Texas A & M University, University of North Texas - Denton and Rains Independent School District.

Automated/Automatic Door Maintenance, Repair, and Inspection 1808-936-23-4815

Date:
9/14/18

LABOR AND INSPECTION FEE- Section 1

The estimate shall not include a separate charge for administrative, overhead, per diem, and transportation (i.e. travel time, mileage, and fuel) costs. These expenses shall be included in the hourly rates and shall not be paid separately.

Item No.	Item Description	Hourly Rate	Monarch Door Automation	Hourly Rate	Tormax Automation	Hourly Rate
1	Labor rate per hour for Regular Hours, 8:00 a.m. - 5:00 p.m., CST Monday - Friday	\$75.00	\$85.00	\$150.00		
2	Labor rate per hour for Non-Regular Hours 5:01 p.m- 7:59 a.m. Monday - Friday, all day Saturday and Sunday, and SAHA Holidays.	\$112.00	\$127.50	\$225.00		
3	Inspection Services-Per Specifications (Flat Rate per Door)	\$75.00	\$125.00	\$150.00		

ROUTINE AND PREVENTATIVE MAINTENANCE- Section 2

Proposer must be able to establish and provide routine and preventative maintenance to automatic doors and components. The prices for these routine and preventative maintenance shall include all labor, transportation, and material costs (lubrication, cleaning, towels, etc.). If additional repair services are needed, these repairs shall be invoiced separately using Section 1 and Section 3 pricing.

Item No.	Item Description	Unit Price	Monarch Door Automation	Unit Price	Tormax Automation	Unit Price
4	Flat fee for Preventative Maintenance - Sliding Doors	\$75.00	\$255.00	\$150.00		
	Flat fee for Preventative Maintenance - Swing Doors	\$75.00	\$170.00	\$150.00		
	Flat fee for Preventative Maintenance - Paired/Double Swing Doors	\$75.00	\$170.00	\$150.00		

Repair Parts and Materials- Section 3

Proposer must be able to provide automatic doors and associated components to complete the repairs. The pricing for these items shall be based on manufacture price lists minus a discount off list price as indicated below. Percentage of discount must be fixed throughout the term of the Contract including any subsequent renewal periods, and are not subject to change.

Item No.	Item Description	Discount off List Price (%)	Monarch Door Automation	Discount off List Price (%)	Tormax Automation	Discount off List Price (%)
5	Discount off Price List for all Door Materials and Associated Components	10%	20%	10%		

Advertisement List
Solicitation # 1808-936-23-4815
Automated-Automatic Door Maintenance, Repair, and Inspection
7/10/2018

Entity	Contact Name	Email	Contact N
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 of San Antonio	Angélique De Oliveira	adeoliveira@goodwillsa.org	
Greater San Antonio Builders Association	Kristi Sutterfield	ksutterfield@sabuilders.com	
The San Antonio Chamber of Commerce	Julie Oltersdorf	julieo@sachamber.org	
Hispanic Contractors Association de San Antonio	Clarissa Perez Dave Sanchez	exdir@hcadesa.org admin@hcadesa.org dave@hcadesa.org	
IEC	Julie Howard	jhoward@iecsanantonio.com rvasquez@iecsanantonio.com	
MCA-SMACNA		mca-smacna@mca-smacna.org	
Minority Business Council	Hector Garcia	hector@hegarciacpa.com	
National Alliance of Craftsmen Association	Victor Landa	arvelasquez01@yahoo.com	
National Association of Women in Construction (NAWIC)	Sandee Morgan	nawicerin@gmail.com nawicsatx@gmail.com	
NAWBO San Antonio	Madeline Slay	Madeline@masarchitecture.com	
Plumbing Heating Cooling Contractors Association	Heidi Timble	Heidi@phcc-sanantonio.org	
Professional Engineers in Private Practice	Diane Hoskins	bexarpepp@sbcglobal.net	
Real Estate Council of San	Martha	martham@recsanantonio.com	

Advertisement List
Solicitation # 1808-936-23-4815
Automated-Automatic Door Maintenance, Repair, and Inspection
7/10/2018

Antonio	Mangum		
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	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	
Disqualified Vendors			
PRO SECURITY GROUP, INC.	Denise E. Nicholson	denise@prosecuritygroup.com	254-753-7766
SEC-OPS, INC.	Robert Lott	robert@secopsinc.com	361-299-6767
Disqualified Suppliers			
No Section 3 vendors			

Advertisement List
Solicitation # 1808-936-23-4815
Automated-Automatic Door Maintenance, Repair, and Inspection
7/10/2018

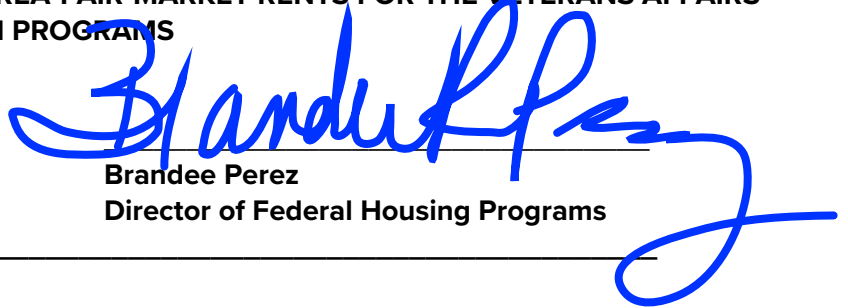
Door Control Services	James Hall	JHall@doorcontrolservices.com	888-833-7857
Advanced Door Control		bmaze@advanceddoorcontrol.com	210-341-1084
Universal Door Control	Dawn Abbot	dabbott@doorcontrolservices.com	830-216-4358
Tormax Automatic Door Systems		alan@tormaxusa.com info@tormaxusa.com	
AC Door Specialties	Armando Cruz	armando@acdoorspecialties.com info@acdoorspecialties.com lucy@acdoorspecialties.com	210-227-3664
Automatic Entrance Systems		Autodoor12@sbcglobal.net	(210) 341-2423
Miner Central Texas	Chris Galvan	salesadminmct@minercorp.com	210-655-8600
Sigma Surveillance		Jessica@sts360.com	
United Door Service		ernie@uniteddoorservices.com	
Champion Lock & Safe		rene@championlock.com	
TexDoor Limited		david@texdoorltd.com	210-657-2978
AMPM Door Service		ampmparts2@yahoo.com	
Abeco Contracting	Abelardo Juarez	cathy@abecocontracting.com	210.231.8324
Advan-Edge	Pedro Vargas	petervargas@att.net	210.846.1842
All Pro General Construction	Raul Scott	rs@allprogenconst.com	210.627.2563
Allbrite Constructors of Texas	Patrick yates	jan@allbriteconstruction.com	210.490.6495
Ariva Contracting	Adan Silva	adan@arivacontracting.com	210.253.0976
Vaquero Group	Edward Pape	ecp@vaqueroogroup.com	210.336-9955
McFarland & McFarland Const.	James McFarland	mcfarland958@gmail.com	210.609.7959
Applied Network Security LLC	Samuel Yamthe	styamthe@appliednetworksecurity.com	512.490.1572
Austin Automatic Door Solutions	Jerome Gomez	austinautomatics@sbcglobal.net	512.740.7774
Luis Door 7 Closer Service	Luis Estrada	luisdoors1329@sbcglobal.net	512.785.6054
Access & Control, LLC	Jeffrey S. Weimer	jeff@accesscontrol-houston.com	832.744.8388
Advanced Lock Solutions Inc.	Troy/Angie MaynardAUSTIN	advancedlock@yahoo.com	512.933.0300
Design Security Controls, LTD.	Rick Johnson	rjohnson@design-security.com	713.464.8407
Monarch Door Automation	Michael Salazar	monarchdoorautomation@gmail.com	210.606.2771
Secure Control Systems, INC.	Brian Mitiken	brian@securecontrolsystems.com	210.530.5245
ASSA ABLOY Entrance Systems		info.na.aes@assaabloy.com	

BOARD OF COMMISSIONERS

RESOLUTION 5854, APPROVING THE 2019 PAYMENT STANDARD SCHEDULE BETWEEN 90% - 110% OF THE FISCAL YEAR 2019 SMALL AREA FAIR MARKET RENTS FOR THE VETERANS AFFAIRS SUPPORTIVE HOUSING AND MAINSTREAM PROGRAMS



David Nisivoccia
President and CEO



Brandee Perez
Director of Federal Housing Programs

REQUESTED ACTION:

Consideration and approval regarding Resolution 5854, approving the 2019 Payment Standard Schedule between 90% - 110% of the Fiscal Year 2019 Small Area Fair Market Rents for the Veterans Affairs Supportive Housing and Mainstream Programs.

FINANCIAL IMPACT:

There is an estimated impact to the Housing Assistance Payment (HAP) Contract of 2.7%.

SUMMARY:

In August 2018, the U.S. Department of Housing and Urban Development (HUD) published updated Fiscal Year (FY) 2019 Small Area Fair Market Rents (SAFMRs) for twenty-four metropolitan areas in the United States. HUD requires housing authorities to establish voucher payment standards within the basic range of 90%-110% of each SAFMR for each unit size. Staff requests approval to increase the payment standard schedules for all bedroom sizes. The proposed payment standard schedule complies with HUD requirements, as all payment standard amounts are within the basic range of the FY 2019 SAFMRs.

Table 1. 2018 and 2019 SAHA SAFMR Payment Standard Comparison

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
2018 SAFMR Payment Standard Schedules							
Group 1	513	630	792	1044	1269	1459	1650
Group 2	531	657	828	1089	1323	1521	1720
Group 3	567	693	873	1143	1377	1584	1790
Group 4	585	720	900	1188	1449	1666	1884
Group 5	621	765	954	1260	1521	1749	1977
Group 6	666	828	1026	1359	1647	1894	2141
Group 7	711	882	1107	1458	1764	2029	2293
Group 8	747	918	1152	1512	1836	2111	2387
Group 9	828	1017	1278	1683	2043	2349	2656
Group 10	873	1080	1350	1782	2169	2494	2820
Group 11	909	1125	1404	1827	2331	2681	3030

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
2019 SAFMR Payment Standard Schedules							
Group 1	513	630	792	1044	1269	1459	1650
Group 2	540	666	828	1089	1332	1532	1732
Group 3	576	711	882	1161	1422	1636	1849
Group 4	612	756	936	1233	1503	1729	1954
Group 5	639	792	981	1287	1575	1812	2048
Group 6	702	864	1071	1404	1719	1978	2235
Group 7	756	927	1152	1512	1854	2133	2411
Group 8	801	981	1224	1602	1962	2257	2551
Group 9	873	1071	1332	1746	2142	2464	2785
Group 10	936	1143	1422	1872	2286	2629	2972

On November 16, 2016, HUD published the Small Area Fair Market Rents (SAFMR) Final Rule, which provides that Public Housing Agencies (PHAs) will use SAFMRs to determine Housing Choice Voucher (HCV) and Special Purpose Voucher payment standards in lieu of using the annually published Metropolitan Area Fair Market Rents (MAFMR) schedule.

Payment standard is defined as “the maximum assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)” [24 CFR 982.4(b)]. HUD permits the housing authority to establish a payment standard amount for each unit size at any level between 90% and 110%—referred to as the “basic range”—of the FMR for the unit size [24 CFR 982.503(b)(1)(i)].

The MAFMR schedule provides one FMR for each unit size throughout a metropolitan statistical area (MSA). The SAFMR schedule provides one FMR for each unit size within each U.S. Postal Service ZIP code area within the MSA. The MSAs identified to use SAFMRs are those metropolitan areas with both significant voucher concentration challenges and market conditions, where establishing FMRs by ZIP code areas has the potential to significantly increase opportunities for voucher families. In the SAFMR Final Rule, HUD identified the San Antonio-New Braunfels MSA for mandatory use of SAFMRs.

The 2019 SAFMRs represent an increase from the 2018 SAFMRs. Staff believes that these increases are consistent with today’s current market trends and will expand the housing opportunities for our VASH and Mainstream program participants.

The recommended payment standards will be effective for all Housing Assistance Payment Contracts with an effective date of January 1, 2019, or later. Implementation will consist of a 12-month phase-in for participants that have a reexamination effective on or after this date and applicable to all new admission contracts effective on or after this date.

STRATEGIC GOAL:

Strategically expand the supply of affordable housing.

ATTACHMENT:

Resolution 5854

**San Antonio Housing Authority
Resolution 5854**

RESOLUTION 5854, APPROVING THE 2019 PAYMENT STANDARD SCHEDULE BETWEEN 90% - 110% OF THE FISCAL YEAR 2019 SMALL AREA FAIR MARKET RENTS FOR THE VETERANS AFFAIRS SUPPORTIVE HOUSING AND MAINSTREAM PROGRAMS

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) annually establishes fair market rents (FMRs) for each area in the United States; and

WHEREAS, HUD requires the Public Housing Authority to establish voucher payment standards for each unit size; and

WHEREAS, SAHA staff requests authorization to establish payment standards at amounts 90% - 110% of the 2019 Small Area Fair Market Rents schedule to maintain the current payment standard schedule to be consistent with current rental market trends.

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

- 1) Approves Resolution 5854, approving the 2019 Payment Standard Schedule between 90% - 110% of the Fiscal Year 2019 Small Area Fair Market Rents for the Veterans Affairs Supportive Housing and Mainstream Programs.

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
2018 SAFMR Payment Standard Schedules							
Group 1	513	630	792	1044	1269	1459	1650
Group 2	531	657	828	1089	1323	1521	1720
Group 3	567	693	873	1143	1377	1584	1790
Group 4	585	720	900	1188	1449	1666	1884
Group 5	621	765	954	1260	1521	1749	1977
Group 6	666	828	1026	1359	1647	1894	2141
Group 7	711	882	1107	1458	1764	2029	2293
Group 8	747	918	1152	1512	1836	2111	2387
Group 9	828	1017	1278	1683	2043	2349	2656
Group 10	873	1080	1350	1782	2169	2494	2820
Group 11	909	1125	1404	1827	2331	2681	3030

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
2019 SAFMR Payment Standard Schedules							
Group 1	513	630	792	1044	1269	1459	1650
Group 2	540	666	828	1089	1332	1532	1732
Group 3	576	711	882	1161	1422	1636	1849
Group 4	612	756	936	1233	1503	1729	1954
Group 5	639	792	981	1287	1575	1812	2048
Group 6	702	864	1071	1404	1719	1978	2235
Group 7	756	927	1152	1512	1854	2133	2411
Group 8	801	981	1224	1602	1962	2257	2551
Group 9	873	1071	1332	1746	2142	2464	2785
Group 10	936	1143	1422	1872	2286	2629	2972

Passed and approved the 1st day of November 2018.


Morris A. Stribling, DPM
Chair, Board of Commissioners

Attested and approved as to form:

David Nisivoccia
President and CEO

MEMORANDUM

To: Board of Commissioners

From: David Nisivoccia, President and CEO 

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

RE: Procurement Activity Report

SUMMARY:

Current Solicitations: There is currently one Invitation For Bids (IFB) and two Requests for Proposals (RFP) being advertised. The Invitation for Bids is for Phillis Wheatley Park Hardscape Construction; and the Request For Proposals (RFP) are for Financial Consulting and HUD Guidance Services and Blanco Basement Structural Concrete Repairs and Drainage Improvements.

Closed/Pending Solicitations: There are four solicitations that have closed and are currently being evaluated. The four solicitations include: Operational and Organizational Assessment of the SAHA Development Services and Neighborhood Revitalization (DSNR) Department; Development Partner for 5700 Culebra Road; T.L. Shaley Burn Unit Rebuild; and Mowing and Grounds Maintenance for Select Public Housing Properties.

Solicitations in Development: Procurement is currently working on a number of solicitations for advertisement. These include: Sale of 1310 S. Brazos Street Warehouse; Utility Allocation Services - Beacon Communities; Work Order Request Center and Answering Services - Beacon Communities; Swimming Pool Maintenance and Repairs - Beacon Communities; Key Management System; Public Relations Consulting Services; Printing and Publication Services; Media Monitoring Services; Fire and Sprinkler Systems at Fair Avenue Apartments; Fire and Sprinkler Systems at Villa Tranchese; Fair Avenue Apartments - Burn Unit #704; Rehabilitation of 7 Offline Burn Units at Cassiano Homes; Natural Gas Systems Operator Qualified Training; Elevator Maintenance and Repair Services-Co-op Contract; Castle Point Capital Improvements; Demolition Services for Infill Properties; Builder for Single Family Homes - Wheatley Infill Property; Connect Home Computer Lab - Lincoln Heights; Laundry Concessions at SAHA Properties; Fencing, Automated Gates and Pedestrian Access Gates Maintenance and Repair; Irrigation Services; Records Storage Services - State of Texas Contract; Performance Evaluation Services for President/CEO Position.

CHANGE ORDERS

Date	Contract	Contractor	Description
7/1/2018	Answering Services for Various Non-Profit Properties	Gilson Software Solutions	Increase contract value \$1,200; added transitioning properties

7/1/2018	Fire Alarm and Fire Sprinkler Life-Safety Systems Inspections, Testing and Repair Services	Firetrol Protection Systems	No increase in contract value; added transitioning properties
7/1/2018	Inspection, Service and Replacement of Fire Extinguishers	Elastac Fire & Safety Products, Inc. dba A & C Fire Equipment	No increase in contract value; added transitioning properties
7/1/2018	Pest Control Services for Beacon Communities	Massey Services	No increase in contract value; added transitioning properties
7/1/2018	Pest Control Services for Beacon Communities	Pest Management	No increase in contract value; added transitioning properties
7/1/2018	Unit Make Ready Housekeeping Services for Beacon Communities	Garcia Brothers Make Ready & Repairs	Increase contract value \$3,250.00; added transitioning properties
7/1/2018	Unit Make Ready Painting Services for Beacon Communities	Garcia Brothers Make Ready & Repairs	Increase contract value \$6,250.00; added transitioning properties
7/1/2018	Unit Make Ready Painting Services for Beacon Communities	A&S Landscaping	Increase contract value \$6,250.00; added transitioning properties
7/1/2018	Waste Disposal and Recycling Services	Waste Management	Increase contract value \$54,998.16; added transitioning properties
7/1/2018	Security Guard Services for Beacon Communities	Texas Lawman Security and Traffic Control	No increase in contract value; added transitioning properties
9/12/2018	Demolition & Removal of Sidewalks at Cassiano Homes	Commercor, LLC	Increase contract value \$1,400.00; additional work

VEHICLE PURCHASES

No vehicles were purchased during the third calendar quarter of 2018.

PROPOSED ACTION:

None at this time.

FINANCIAL IMPACT:

Amounts paid according to award provisions.

STRATEGIC OBJECTIVE:

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

ATTACHMENT:

Procurement Activity Report

Procurement Activity Report October 22, 2018

Solicitations Currently being Advertised				
SAHA Department	Type	Solicitation Name	Bidders Conference	Closes
Construction Services	RFP	Blanco Basement Structural Concrete Repairs and Drainage Improvements	10/5/18	10/23/2018
DSNR	IFB	Phillis Wheatley Park Hardscape Construction	10/12/18	10/23/2018
Finance and Accounting	RFP	Financial Consulting and HUD Guidance Services	10/10/18	10/30/2018
Solicitations Under Evaluation				
SAHA Department	Type	Solicitation Name	Date Closed	Status
Legal Services	RFQ	Bond and Mixed Finance Counsel	8/28/2018	Board Meeting 11/1/18
Agency-Wide	IFB	Automated/Automatic Door Maintenance, Repair and Inspection Agency-Wide	9/14/2018	
Procurement and General Services	TXMAS	Remodeling of SAHA's Main and Section 8 Lobbies	N/A	
Human Resources	COOP	Temporary Staffing, Direct Hire and Other Employer Services	N/A	
Construction Services	N/A	Expenditures of Additional Funds Charles Andrews	N/A	
Construction Services	N/A	Change Order for Elevator Maintenance and Repairs	N/A	
DSNR	QQ	Operational and Organizational Assessment of the SAHA Development Services and Neighborhood Revitalization (DSNR) Department	9/28/2018	Negotiation Due Diligence Procurement Evaluation
Public Housing	RFP	Development Partner for 5700 Culebra Road	10/5/2018	
Construction Services	IFB	T.L. Shaley Burn Unit Rebuild	10/18/2018	
Public Housing	IFB	Mowing and Grounds Maintenance for Select Public Housing Properties	10/19/2018	
Future Solicitations				
Asset Management		Sale of 1310 S. Brazos Street Warehouse		December 2018
Beacon Communities		Utility Allocation Services - Beacon Communities		October 2018
		Work Order Request Center and Answering Services - Beacon Communities		October 2018
		Swimming Pool Maintenance and Repairs - Beacon Communities		November 2018
		Key Management System		November 2018
Communications and Public Affairs		Public Relations Consulting Services		November 2018
		Printing and Publication Services		November 2018
		Media Monitoring Services		November 2018
Construction Services and Sustainability		Fire and Sprinkler Systems at Fair Avenue Apartments		November 2018
		Fire and Sprinkler Systems at Villa Tranchese		November 2018
		Fair Avenue Apartments - Burn Unit #704		November 2018
		Rehabilitation of 7 Offline Burn Units at Cassiano Homes		November 2018
		Natural Gas Systems Operator Qualified Training		November 2018
		Elevator Maintenance & Repair Services - Co-op Contract		November 2018
		Castle Point Capital Improvements		November 2018
DSNR		Builder for Single Family Homes - Wheatley Infill Property		October 2018
		Demolition Services for Infill Properties		November 2018
Public Housing		ConnectHome Computer Lab - Lincoln Heights		October 2018
		Laundry Concessions at SAHA Properties		November 2018
		Fencing, Automated Gates and Pedestrian Access Gates Maintenance and Repair		November 2018
Procurement and General Services		Irrigation Services		November 2018
		Records Storage Services - State of Texas Contract		November 2018
Board of Commissioners		Performance Evaluation Services for President/CEO Position		October 2018

Informal Awards Up to \$50,000

SAHA Department	Solicitation Name	Vendor	Amount	Date
Public Housing	Mowing & Grounds Maint for Public Housing	B&T Dependable Solutions	\$50,000.00	6/28/2018
Public Housing	Mowing & Grounds Maint for Public Housing	Champion Lawn Care	\$50,000.00	6/28/2018
Public Housing	Mowing & Grounds Maint for Public Housing	R&C Landscape	\$50,000.00	6/28/2018
Public Housing	Replace and install 6 new cameras and one camera supply backup battery at WC White Apartments	Knight Security Systems, LLC	\$2,663.21	7/30/2018
Public Housing	Painting of parking lot lines and Gazebo at Williamsburg Apartments	Garcia Brothers Make Ready & Repairs	\$2,860.00	9/20/2018
Public Housing	Exterior door and drywall repair at Mission Park Apartments	R&J Muniz Remodeling	\$2,915.00	9/20/2018
Innovative Technology	Better Cloud Software	SADA Systems	\$16,499.70	9/20/2018
Finance and Accounting	TimeClock Plus Professional Upgrade	TimeClock Plus	\$3,656.87	9/20/2018
Public Housing	Grant Dues South Alamo Regional Alliance for the Homeless	South Alamo Regional Alliance For The Homeless	\$14,735.39	9/24/2018
Beacon Communities	Interior/Exterior Roof Leak Repair at Castle Point Apartments	R&J Muniz Remodeling	\$2,915.00	10/4/2018
Public Housing	Emergency exit door repair at Matt Garcia Apartments	Champion Lock & Safe Company	\$2,602.50	10/8/2018
Public Housing	Various repairs at Cassiano Homes	R&J Muniz Remodeling	\$2,740.00	10/9/2018
CDI	2018 Golden Gala Audio and Visual	PSAV Presentation Services	\$9,518.29	10/12/2018
CDI	Policy Mapping Subscription Renewal	Policy Map, Inc.	\$5,200.00	10/12/2018
CDI	2018 Golden Gala Professional Entertainment Services	David Marez	\$3,300.00	10/15/2018
Public Housing	Water Damage Repair Unit 114 at Matt Garcia Apartments	R&J Muniz Remodeling	\$2,734.09	10/18/2018
Public Housing	Door Replacement Unit 601 and 602 at Dr. Charles Andrews Apartments	All Pro General Construction	\$5,599.08	10/18/2018
Human Resources	Pest Control Services for Bed Bug Eradication	Pied Piper Pest Control	\$50,000.00	10/18/2018



To: Board of Commissioners

Date: November 1, 2018

From: Charles Clack, Committee Chair, Resident Services Committee

Subject: Update and discussion regarding the October 18, 2018, Resident Services Committee Meeting

A Resident Services Committee meeting was held on Thursday, October 18, 2018, in the Community Room of the Frank Hornsby Apartments. Attendees included Commissioner Charles Clack, Commissioner Marie R. McClure, Commissioner Jessica Weaver, SAHA President and CEO David Nisivoccia and SAHA staff. The meeting was attended by fourteen residents.

Update and discussion regarding the Recognition of Outside Partners

Mr. Adrian Lopez, Director of Community Development Initiatives, recognized the following community partners who work with SAHA to provide adult education and workforce services: Workforce Solutions Alamo, VIA, Toyotetsu Texas, Veracity, Bexar County Probation, C2 Global, and Gonzaba Medical Group.

Update and discussion regarding the Community Development Initiatives Report

Mr. Lopez provided a summary of his department’s major accomplishments and activities through the first quarter.

Update and discussion regarding the Supplemental Nutrition Program

Mr. Lopez reported that the SNP program is housed at four SAHA locations. The program provides nutritionally balanced noon meals in a congregate setting. Recently, the City began asking all sites to start to enforce the “congregate meals” requirement. Residents are no longer able to take their meals to their apartments to eat. This requirement has resulted in less participation. Staff has invited the City of San Antonio to have them explain the requirement and the rollout plan for the enforcement of the requirement.

Update and discussion regarding Community Development Initiatives upcoming event - 21st Annual Golden Gala

Mr. Lopez reported that SAHA and the Education Investment Foundation (EIF) will host the 21st Annual Golden Gala on December 19, 2018, from 3:00 p.m. to 7:00 p.m. The Gala anticipates the event to bring over 800 residents to the Convention Center and provide a jam packed agenda, with food, music, photos with Santa, and various entertainment activities. The theme for the event is “Rockin Christmas” and live music entertainment will be provided by David Marez.



To: Board of Commissioners

Date: November 1, 2018

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

Subject: Update and discussion regarding the October 18, 2018, Operations and Choice Neighborhood Committee Meeting

An Operations and Choice Neighborhood Committee meeting was held on Thursday, October 18, 2018, in the Community Room of the Frank Hornsby Apartments. Attendees included Board Chair Morris A. Stribling, Commissioner Charles Clack, Commissioner Marie R. McClure, Commissioner Jessica Weaver, SAHA President and CEO David Nisivoccia and SAHA staff.

The following topics were discussed at the committee meeting:

Update and discussion regarding Wheatley Choice Neighborhood activities

An update for the Wheatley Choice Neighborhood was provided by Mr. Adrian Lopez, Director of Community Development Initiatives, Ms. Arrie Porter, Assistant Director of Choice Neighborhood and Mr. David Casso, Development Services Manager.

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

Resolution 5844, authorizing the acquisition of Infill Lots under Choice Neighborhood-Critical Community Improvements (CCI Plan) and the execution of any and all documentation necessary to consummate such transactions was presented by Arrie B. Porter, Assistant Director, Choice Neighborhood.

Resolution 5845, authorizing the President and CEO of the Housing Authority of the City of San Antonio, Texas, to accept the Wells Fargo Priority Markets Grant in the amount of \$100,000.00 was presented by Arrie B. Porter, Assistant Director, Choice Neighborhood.

Resolution 5856, authorizing the President and CEO of the San Antonio Housing Authority (SAHA), and the Secretary/Treasurer of its related entities, to enter into third party agreements encumbering housing assets in the form of leases, licenses, leaseholds, right-of-ways, easements, operating agreements, contracts, and liens associated with agreements not incidental to the normal operation of the property, for an initial period not to exceed five years in duration; authorizing execution of any and all documentation necessary to consummate such transactions was presented by Ed Hinojosa, Chief Financial Officer.

Resolution 5846, authorizing the sale of property located at 909 Runnels, San Antonio, Texas, for \$320,000.00 and the execution of any and all documentation necessary to consummate such transaction was presented by Timothy E. Alcott, Real Estate and Legal Services Officer.



Resolution 5855, authorizing the San Antonio Housing Facility Corporation to acquire 7.125 acres of land at 9323 Somerset Road, San Antonio, Texas, and the execution of any and all documentation necessary to consummate such transaction was presented by Timothy E. Alcott, Real Estate and Legal Services Officer.

Resolution 5848, authorizing the award of contracts for bond and mixed finance counsel on an as-needed basis to the following three law firms: Bracewell, LLP, Coats Rose, P.C., and Norton Rose Fulbright US LLP; at the rate not to exceed 1% of the bond of issue, with additional work to be compensated based on a mutually agreeable fee arrangement that is proportionate to the complexity and value of the transaction; all for a period of one year with the option to renew up to four additional one-year terms was presented by Timothy E. Alcott, Real Estate and Legal Services Officer; Steven Morando, Director of Procurement and General Services.

Resolution 5853, authorizing SAHA to become a participant member in the Houston-Galveston Area Council of Governments purchasing cooperative program which offers access to nationwide contracts for its members was presented by Steven Morando, Director of Procurement and General Services.

Resolution 5847, authorizing the award of a contract for temporary staffing, direct-hire and other employer services through Houston-Galveston Area Council of Governments Purchasing Cooperative Program to Robert Half International, Inc. for an annual cumulative amount not to exceed \$200,000.00; for a period of one year with the option to renew up to two additional one-year terms was presented by Steven Morando, Director of Procurement and General Services; Janie Rodriguez, Director of Human Resources.

Resolution 5850, authorizing the award of a contract for remodeling of the SAHA Main and Section 8 lobbies to Spawglass through Texas Multiple Award Schedule (TXMAS) for an amount not to exceed \$302,491.39 was presented by Steven Morando, Director of Procurement and General Services; Domingo Ibarra, Director of Security.

Resolution 5851, authorizing the expenditure of additional funds for Dr. Charles Andrews Apartments site, building, fencing, interior and parking area improvements to All Pro General Construction, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) in the amount of \$119,356.81 was presented by Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability.

Resolution 5852, authorizing the expenditure of additional funds for elevator maintenance repair services to Schindler Elevator Corporation for an amount not to exceed \$62,500.00 was presented by Steven Morando, Director of Procurement and General Services; Hector Martinez, Director of Construction Services and Sustainability.

Resolution 5849, authorizing the award of a contract for automated/automatic door maintenance, repair, and inspection services agency-wide to Door Control Services, LLC, for a period of one year with the option to renew up to four additional one-year terms; the



annual cumulative amounts for the five year term shall not exceed: \$55,000.00 per year for year one and year two, and \$65,000.00 per year for year three, year four, and year five was presented by Steven Morando, Director of Procurement and General Services; Brandee Perez, Director of Federal Housing Programs.

Resolution 5854, approving the 2019 Payment Standard Schedule between 90% - 110% of the Fiscal Year 2019 Small Area Fair Market Rents for the Veterans Affairs Supportive Housing and Mainstream Programs was presented by Brandee Perez, Director of Federal Housing Programs.

Update and discussion regarding the SAHA Incident Response Plan

Ms. Kristi Baird, Director of Beacon Properties, Mr. Hinojosa, Ms. Perez and Mr. Roth reported that in the event of an emergency, San Antonio Housing Authority (SAHA) operates an Incident Response Plan that provides organized procedures and outlines steps that can be taken to lessen the impact of the emergency situation. SAHA is committed to maintaining the safety of residents and employees and the quick restoration of normal business activities after an emergency event. SAHA's Incident Response Plan consists of three major phases: Pre-Incident Plan, Real-Time Response Plan and Post-Incident Plan.

Update and discussion regarding the FY2018 MTW Report (Richard Milk, Director of Policy and Planning)

Mr. Richard Milk, Director of Policy and Planning, provided a brief update regarding the Moving to Work Plan (MTW) for SAHA. Mr. Milk's report included a presentation highlighting the MTW Report Elements consisting of the short and long term MTW goals and objectives; the MTW Compliance, consisting of statistics regarding the number of individuals, along with their socioeconomic status; the MTW Statutory Objectives, consisting of cost efficiency/effectiveness, housing choice and self-sufficiency; and the MTW Activities and MTW Initiatives, consisting of an overview of activities, a status update of ongoing activities, use of funds, and all of the community development initiatives currently in place at SAHA.

President's Report

SAHA's Holiday Closures

With the holiday season approaching, reminders have been sent to employees regarding the 2018, Veteran's Day, Thanksgiving and Year End Closure dates.

Veteran's Day - November 12, 2018

Thanksgiving Holiday - November 22 and 23, 2018

Year End Closure - December 24, 2018 - January 1, 2018

- All SAHA offices will be closed starting at 5:00 p.m. on Friday, December 21, 2018, and will re-open at 8:00 a.m. on Wednesday, January 2, 2019.
- All employees will be required to take four (4) days of Paid Time Off (PTO) to cover the Year End Closure days not designated as paid holidays for the 2018, calendar year. Employees who do not have the four days of PTO for the Year End Closure will be advanced the time needed to cover the holiday schedule.

Health Fair

In an effort to keep SAHA employees healthy and fit, all employees will have an opportunity to visit with health and wellness representatives on October 29, 2018, at the SAHA Health Fair, sponsored by SAHA and Kaiser Medical Management. The health fair will take place in the Central Office Board Room and Atrium from 10:00 a.m. to 2:00 p.m. The health fair will include flu and vitamin shots, health screenings, hospital services, cancer education, dental care, fitness, and healthy meal prep options.

Habitat for Humanity - SAHA Volunteers Help Build Home

To commemorate Housing America Month and to draw attention to the need for affordable housing, the San Antonio Housing Authority joined forces with Habitat for Humanity of San Antonio to help construct a Habitat home for a former Assisted Housing participant on Friday, October 19, 2018. Not even the dreary weather kept a group of SAHA employees from building a dream home for Kue Gay and Shar Kler Paw, a hardworking family of two.

"We have many friends and family who live in the area and we are happy that we will be living close to them," Gay said. "When we came to this country we had the hope of owning our own home and that dream is now coming true." The new home is located at 5234 Enid St. (off of S. Acme Rd and W. Commerce St.).



SAHA Celebrates Hispanic Heritage Month

The Atrium at SAHA was transformed into a fiesta for the annual Hispanic Heritage Month potluck on October 11, 2018. Entertained by folklorico dancers and fed with favorite Mexican dishes, SAHA employees enjoyed themselves among coworkers while competing for gift cards during trivia games. The potluck is hosted annually by the Human Resources Department.



Walking School Bus Highlighted

The children from Cassiano Homes Apartments who participate in the “Walking School Bus” initiative, received a special visit from San Antonio Police Chief, William McManus, on October 10, 2018, as they arrived at Sarah King Elementary. The children received words of encouragement from Chief McManus and were also given flashers to use during their walk to and from school. The “Walking School Bus” initiative was launched to supervise and walk children to school safely because district transportation does not operate if students live within two miles of the school.



Los Courts - An Exhibit About the Alazan-Apache Courts

Nearly 75 years ago today, SAHA celebrated the construction of Alazan-Apache Courts. It was the beginning of a community coming together to bring the city of San Antonio the first and largest family Public Housing development. The Westside Preservation Alliance and the Esperanza Peace and Justice Center featured a new exhibit highlighting life on the West Side from the 1920's to present-day, with photos, videos and recorded testimonies from past residents. The exhibit is partially underwritten by the City of San Antonio District 5 office and by SAHA.

To celebrate the grand opening of the exhibit, a reception was held on September 22, 2018, at the Alazan Community Room. "Los Courts" will be on view from 9:00 a.m. to 4:00 p.m. Monday through Friday at the Alazaon Community Room through October 26, 2018.

