



HOUSTON
HOUSING AUTHORITY

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REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or to take action to authorize the Interim President & CEO or designee to execute contracts with Walter P. Moore and Associates, Inc., Ally General Solutions, LLC, and Gradient Group, LLC for Civil Engineering Services

2. Date of Board Meeting: July 20, 2021

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to contracts with Walter P Moore and Associates, Inc., Ally General Solutions, LLC, and Gradient Group, LLC for Civil Engineering Services related to Capital Funds and Construction Services projects in an amount not to exceed \$300,000.00 in the aggregate for two (2) years, with a one-year extension option, pursuant to the memorandum from Cody Roskelley, VP of REID dated July 7, 2021, to Mark Thiele, Interim President & CEO

4. Department Head Approval Signature DocuSigned by:
Cody Roskelley
8FC143A291EE443 Date: 7/15/2021

5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source PROJECT BUDGETS / CAPITAL FUNDS

VP of FO Approval Signature DocuSigned by:
Mike Rogers
3FC87AD4710742D Date: 7/14/2021

6. Approval of President & CEO

Signature DocuSigned by:
Mark Thiele
6072D2C8307A4C7 Date: 7/15/2021



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MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VICE PRESIDENT, REID
SUBJECT: CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE INTERIM PRESIDENT & CEO OR DESIGNEE TO EXECUTE CONTRACTS WITH WALTER P. MOORE AND ASSOCIATES, INC., ALLY GENERAL SOLUTIONS, LLC, AND GRADIENT GROUP, LLC FOR CIVIL ENGINEERING SERVICES
DATE: JULY 7, 2021

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to separate contracts with Walter P Moore and Associates, Inc., Ally General Solutions, LLC, and Gradient Group, LLC for Civil Engineering Services related to Capital Funds and Construction Services projects in an amount not to exceed \$300,000.00 in the aggregate for two (2) years, with a one-year extension option.

BACKGROUND:

HHA is currently assessing various properties to address required City of Houston water detention measures. Significant projects including Cuney Homes sidewalks and pedestrian access, Forest Green reconstruction, Mansions at Turkey Creek underground water detention, and Irvington Village disposition of building 127. HHA plans to engage a Civil Engineering firm to effectively respond to FEMA and City of Houston detention requirements for the entire portfolio of HHA properties, as required, to preserve quality affordable housing. HHA will utilize the Civil Engineer Services for all future and required Capital Funds and Construction Services projects.

ADVERTISEMENT:

In May and June of 2021, HHA's Procurement Department issued a legal notice advertising Qualification Based Solicitation ("QBS") 21-30 Civil Engineer in the Houston Chronicle and Forward Times Newspapers, and the Houston Business Journal.

In addition to posting "QBS 21-30" on its website, HHA's Procurement Department sent e-mails advertising this solicitation to potential Firms on its Bidder's List; to the City of Houston Office of Business Opportunity (OBO); the Greater Houston Black Chamber of Commerce (GHBCC); and to the Houston Minority Supplier Development Council (HMSDC).

Interested parties were also able to access “QBS 21-30” by going to the websites of the City of Houston Office of Business Opportunity (OBO); the Greater Houston Black Chamber of Commerce (GHBCC); the Houston Minority Supplier Development Council (HMSDC); the Houston Chapter of the National Association of Minority Contractors (NAMC); and to the Houston Office of U.S. Small Business Administration (SBA).

EVALUATION PROCESS

All responses to “QBS 21-30” received by the specified due date were scored based on the following published scoring criteria:

Evaluation/Selection Criteria	Maximum Points
1. Firm’s history and resource capability to perform the required services	20
2. Qualifications of assigned personnel	15
3. Demonstrated related experience in: <ul style="list-style-type: none"> • Design Services • Construction Coordination / Administration • Rehabilitation • Mitigation / Flood Control Experience • Multi-Family Residential Housing Expedience • Sustainable Design Experience 	5 5 5 5 5 5
4. Experience with TDHCA requirements and regulations; provide history of past projects.	5
5. Understanding of FEMA, HUD and/or City, State and Federal codes, and regulations applicable to the work.	30
6. Project planning, scheduling, and methodology/strategy to accomplish task.	10
7. Budget, cost-control experience, and results.	15
8. M/WBE Participation	5
9. Section 3 Participation	5
TOTAL POINTS	135

On June 23, 2021, HHA’s Procurement Department opened sealed proposals submitted by the following companies, which were subsequently scored independently by an evaluation committee consisting of Obed Diaz-Lopez, Director, REID, Luis Montes de Oca, Construction Coordinator, REID and Jay Mason, Manager of Construction Services, REID

Rank	Firm/Company	M/WBE	Evaluation Rating
1	Walter P Moore and Associates, Inc.	N/A	123
2	Ally General Solutions, LLC	MBE	119
3	Gradient Group, LLC	WBE	116
4	LJA Engineering, Inc.	N/A	115
5	TLC Engineering, Inc. (TLC)	MBE	112
6	Sandlot Engineering	MBE	109

Walter P Moore and Associates, Inc., has agreed to utilize KGB Texas/Public Relations, Inc. dba KGBT Texas Communications (a WBE), Geotest Engineering, Inc. (an MBE), and Kuo & Associates, Inc. (an MBE), and contribute to the Self-Sufficiency Compliance.

Ally General Solutions, LLC has agreed to utilize Senginerring (an MBE), AKV (an MBE), and to hire Section 3 Participants.

Gradient Group, LLC has agreed to utilize Geotest Engineering, Inc. (an MBE), Crouch Environmental Services Inc. (a WBE), and hire Section 3 Participants.

References have been checked and returned positive. There are no conflicts of interest, and firm(s) are not on the HUD Debarment List.

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO or designee to negotiate, execute and make necessary changes and corrections to separate contracts with Walter P Moore and Associates, Inc., Ally General Solutions, LLC and Gradient Group, LLC for Civil Engineering Services related to Capital Funds and Construction Services projects in an amount not to exceed \$300,000.00 in the aggregate for two (2) years, with a one-year extension option, pursuant to the memorandum from Cody Roskelley dated July 7, 2021, to Mark Thiele, Interim President & CEO.