



Transforming Lives & Communities

PURSUANT TO THE MARCH 16, 2020 NOTICE ISSUED BY THE OFFICE OF THE TEXAS ATTORNEY GENERAL AND IN ACCORDANCE WITH APPLICABLE PORTIONS OF THE TEXAS OPEN MEETING ACT, THIS MEETING WAS HELD VIA TELEPHONE CONFERENCE

RESOLUTION NO. 3205

At the meeting of the Houston Housing Authority Board of Commissioners, **October 20, 2020**, the following resolution was moved by **Commissioner Thomas** and seconded by **Commissioner Cooksey**:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to negotiate, execute, and make any necessary changes, and corrections with the top three (3) short-listed Building Envelope Consulting Firms identified in this Board Resolution, as required, for an initial period of two (2) years, with a one (1) year option to extend, in an amount not to exceed \$120,000, pursuant to the memorandum dated October 5, 2020, from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

A true and accurate copy of the vote is listed below.

Name	Aye	No	Abstain	Name	Aye	No	Abstain
L. Snowden, Chair	x	<input type="checkbox"/>	<input type="checkbox"/>	G. Hernandez	x	<input type="checkbox"/>	<input type="checkbox"/>
K. Kirkendoll, Vice Chair	x	<input type="checkbox"/>	<input type="checkbox"/>	A. Cooksey	x	<input type="checkbox"/>	<input type="checkbox"/>
K. Thomas	x	<input type="checkbox"/>	<input type="checkbox"/>	S. Ballard	x	<input type="checkbox"/>	<input type="checkbox"/>
*M. Miller	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

**Commissioner Miller was absent from the October 20, 2020 HHA Board of Commissioners Meeting.*



Mark Thiele, Secretary
HHA Board of Commissioners



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or action to negotiate and execute a contract with Building Envelope Consulting Firms for the rehabilitation of HHA's existing and new properties

2. Date of Board Meeting: October 20, 2020

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the Interim President & CEO to negotiate, execute, and make any necessary changes, and corrections with the top three (3) short-listed Building Envelope Consulting Firms identified in this Board Resolution, as required, for an initial period of two (2) years, with a one (1) year option to extend, in an amount not to exceed \$120,000, pursuant to the memorandum dated October 5, 2020, from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature  Date: 10-16-20

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

Funds Budgeted and Available Yes No Source Capital Funds

VP of FO Approval Signature  Date: 10/16/2020

6. Approval of Interim President & CEO

Signature  Date: 10/16/2020



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

MEMORANDUM

TO: MARK THIELE, INTERIM PRESIDENT & CEO
FROM: CODY ROSKELLEY, VICE PRESIDENT REID
SUBJECT: CONSIDERATION TO NEGOTIATE AND EXECUTE A CONTRACT WITH BUILDING ENVELOPE CONSULTING FIRMS ASSOCIATED FOR THE REHABILITATION OF HHA'S EXISTING AND NEW PROPERTIES
DATE: OCTOBER 5, 2020

This memorandum recommends that the Houston Housing Authority Board of Commissioners, authorizes the Interim President & CEO to negotiate, execute, and make necessary changes and corrections to a contract or contracts with the top three (3) short-listed Building Envelope Consultant Firms listed herein.

BACKGROUND:

HHA requires a Building Envelope Consultant for the assessment and review of existing buildings for the performance of roofs, facades, openings and structural integrity of all existing properties as is required in identified projects and new projects to preserve quality affordable housing.

In August of 2020, HHA's Procurement Department posted RFP 20-23 Building Envelope Consultant on the Procurement Department's webpage and requested that a legal notice be posted in the Houston Chronicle, and Forward Times Newspapers announcing this solicitation.

Interested parties could access RFP 20-23 by going to the websites of the Greater Houston Black Chamber of Commerce (GHBCC); the Houston Minority Supplier Development Council (HMSDC); the City of Houston Office of Business Opportunity (OBO); the Houston Chapter of the National Association of Minority Contractors (NAMC); and the Houston Office of U.S. Small Business Administration (SBA).

All responses to RFP 20-23 received by HHA by the specified due date would be scored based on the following published scoring criteria:

Criteria	Max Points
Company Profile / History	5
Company Experience (In providing Building Envelope Consulting Services, managing construction budgets, planning and design schedules)	15
Personnel Qualifications	15
Project Methodology	10
Fees	10
Cost Control Measures	15
Supporting Data	10
M/WBE Requirements	10
Section 3 Requirements	10
Total	100

EVALUATION PROCESS:

On September 11, 2020 HHA opened the following sealed responses and they were subsequently scored by an Evaluation Committee consisting of HHA employees: Obed Diaz-Lopez, Director REID, William Bryant, HHA's Energy Manager, Luis Montes de Oca, HHA's Construction Coordinator.

There are no conflicts of interest and firms are not on the HUD Debarment List.

Rank	Architectural and Engineering Firm	M/WBE	Score
1	Price Consulting, Inc.	N/A	80
2	TLC Engineering	MBE	80
3	Terracon Consultants, Inc.	N/A	79
4	ECS Southwest, LLP	N/A	78
5	Raba Kistner	N/A	78
6	Walker Consultants	M/WBE	76
7	Pie Consulting	N/A	75
8	BEAM Consulting	N/A	73
9	Building Envelope Solutions	N/A	70
10	Amtech Solutions	N/A	70
11	Armko Industries	N/A	69
12	PDG Architects	N/A	68

Price Consulting, Inc. has agreed to utilize MBE's and M/WBE's, and contribute to the Section 3 Self-Sufficiency Compliance Fund.

TLC Engineering, Inc. is a MBE and has agreed to utilize MBE's and M/WBE's, and contribute to the Section 3 Self-Sufficiency Compliance Fund.

Terracon Consultants, Inc. has agreed to utilize a WBE, and contribute to the Section 3 Self-Sufficiency Compliance Fund.

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 to negotiate, execute, and make any necessary changes, and corrections with the top three (3) short-listed Building Envelope Consulting Firms identified in this Board Resolution, as required, for an initial period of two (2) years, with a one (1) year option to extend, in an amount not to exceed \$120,000.00, pursuant to the memorandum dated October 5, 2020, from Cody Roskelley, Vice President of REID to Mark Thiele, Interim President & CEO.