



Transforming Lives & Communities

REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or action to authorize the Interim President & CEO or designee to execute a contract with Jones Engineers, L.P. and E&C Engineers and Consultants for Mechanical, Electrical, and Plumbing (MEP) engineering services.

2. Date of Board Meeting: September 21, 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 a contract with Jones Engineers, L.P. and E&C Engineers and Consultants for Mechanical, Electrical, and Plumbing (MEP) engineering services related to Capital Funds and Construction Services projects in an amount not to exceed \$1,000,000.00 in the aggregate for two (2) years, with a one-year extension option, pursuant to the memorandum from Cody Roskelley dated August 31, 2021 to Mark Thiele, Interim President & CEO.

4. Department Head Approval Signature DocuSigned by:
Cody Roskelley
8FC143A291EE443... Date: 9/15/2021

5. Statement regarding availability of funds by V.P. of Fiscal Operations

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

VP of FO Approval Signature DocuSigned by:
Mike Rogers
3FC87AD4740742D... Date: 9/15/2021

6. Approval of President & CEO Signature DocuSigned by:
Mark Thiele
6072D2C8367A4C7... Date: 9/15/2021



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

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 JONES ENGINEERS, L.P. AND E&C ENGINEERS AND CONSULTANTS FOR MECHANICAL, ELECTRICAL, AND PLUMBING (MEP) ENGINEERING SERVICES.
DATE: AUGUST 31, 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 a contract with Jones Engineers, L.P. and E&C Engineers and Consultants for Mechanical, Electrical, and Plumbing (MEP) engineering services related to Capital Funds and Construction Services projects in an amount not to exceed \$1,000,000.00 in the aggregate for two (2) years, with a one-year extension option.

BACKGROUND:

HHA is currently assessing various properties to address the required rehabilitation of Mechanical, Electrical, and Plumbing systems. Major projects include Cuney Homes, Kelly Village, Lyerly, Mansions at Turkey Creek, and Irvington Village. HHA plans to engage a Mechanical, Electrical, and Plumbing (MEP) engineering firm to effectively respond to property needs for the entire portfolio of HHA properties, as required, to preserve quality affordable housing. HHA will utilize the MEP Engineer services for Capital Funds and Construction Services projects.

ADVERTISEMENT:

In June of 2021, HHA's Procurement Department issued a legal notice advertising Qualification Based Solicitation 21-33 Mechanical, Electrical and Plumbing (MEP) Engineer ("QBS 21-33") in Houston Chronicle and Forward Times Newspapers, and in the Houston Business Journal.

In addition to posting "QBS 21-33" 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 "Q8S 21-33" by going to the websites of the: City of Houston Office of Business Opportunity (OBO); the Greater Houston Black Chamber of Commerce (GH8CC); the Houston Minority Supplier Development Council (HMSDC); the Houston Chapter of the National Association of Minority Contractors (NAMC); and to the Houston Office of the United States Small Business Administration (SBA).

EVALUATION PROCESS:

All responses to "QBS 21-33" received by the specified due date were scored based on the following published scoring criteria:

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 Experience • Sustainable Design Experience 	5 5 5 5 5 5
4. Understanding of FEMA, HUD and/or City, State and Federal codes, and regulations applicable to the work	30
5. Project planning, scheduling, and methodology/strategy to accomplish the task	10
6. Budget, cost-control experience, and results	15
7. M/WBE Participation	5
8. Section 3 Participation	5
TOTAL POINTS	130

On July 13, 2021, HHA's Procurement Department opened sealed proposals submitted by the following companies, which were subsequently scored independently by an Evaluation Committee:

Rank	Firm/Company	M/WBE	Evaluation Rating
1	Jones Engineers, L.P.	MBE	120
2	E & C Engineers and Consultants, Inc.	WBE	115
3	Source2 Load	MBE	109
4	Infrastructures Associates, Inc.	MBE	105

The Evaluation Committee consisted of:

Obed Diaz-Lopez, Director, REID

William Bryant, Energy Manager, REID

Luis Montes de Oca, Construction Coordinator, REID

Jones Engineers, L.P. has agreed to hire Section participants to fill employment opportunities listed in the solicitation.

E & C Engineers and Consultants has agreed to make a cash contribution to the Self-Sufficiency Compliance Fund to support economic self-sufficiency opportunities and/or job training opportunities.

References have been checked and returned positive. There is no conflict of interest, and Jones Engineers, L.P., E & C Engineers and Consultants 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 to negotiate, execute and make necessary changes and corrections to a contract with Jones Engineers, L.P. and E&C Engineers and Consultants for Mechanical, Electrical, and Plumbing (MEP) engineering services related to Capital Funds and Construction Services projects in an amount not to exceed \$1,000,000.00 in the aggregate for two (2) years, with a one-year extension option, pursuant to the memorandum from Cody Roskelley dated August 31, 2021, to Mark Thiele, Interim President & CEO.