



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

RESOLUTION NO. 3391

At the meeting of the Houston Housing Authority Board of Commissioners, **March 29, 2022**, the following resolution was moved to TABLE by **Kris Thomas** and seconded by **Stephanie Ballard**:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install new carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments in an amount not to exceed \$2,005,976.34 pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., President & CEO.

A true and accurate copy of the vote is listed below, and a true and correct copy of the Resolution that was approved to TABLE attached hereto.

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

***Absent: G. Hernandez**

David A. Northern, Sr., Secretary
HHA Board of Commissioners

(SEAL)





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REQUEST FOR BOARD AGENDA ITEM

1. Brief Description of Proposed Item

Consideration and/or take action to authorize the President & CEO or designee to execute a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments.

2. Date of Board Meeting: March 29, 2022

3. Proposed Board Resolution:

Resolution: That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install new carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments in an amount not to exceed \$2,005,976.34 pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., President & CEO.

4. Department Head Approval Signature DocuSigned by:
Jay Mason
FB1ADD8791F24F3 Date: 3/23/2022

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

Funds Budgeted and Available Yes No Source capital funds / Replacement Reserves

VP of FO Approval Signature DocuSigned by:
Mike Rogers
2FC87AD4740743D Date: 3/23/2022

6. Approval of President & CEO DocuSigned by:
David A. Northern Sr.
9E0B1D8C1AF04AA 3/23/2022
Signature _____ Date: _____



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MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JAY MASON, INTERIM DIRECTOR OF REID
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH HD SUPPLY FACILITIES MAINTENANCE, LTD. TO FURNISH AND INSTALL CARBON MONOXIDE DETECTORS AT APV/HOAPV, CUNEY HOMES, EWING, FULTON VILLAGE, HRI/VICTORY, IRVINTON VILLAGE, AND KELLY VILLAGE APARTMENTS.
DATE: MARCH 8, 2022

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorizes the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install new carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments in the amount of \$2,005,976.34, and (at HHA's discretion), have HD Supply Facilities Maintenance, Ltd. furnish additional carbon monoxide detectors at a unit cost of \$64.89/ea. plus \$70.50/ft. for wiremold.

BACKGROUND:

The carbon monoxide detectors at the above-referenced properties are either missing and/or outdated and need replacement. In addition, in 2019, HHA was awarded an emergency grant to furnish/install carbon monoxide detectors in the amount of \$249,946. If not obligated by July 15, 2022, as directed by HUD, the funds will become unavailable. The Scope of Work (SOW) and Independent Cost Estimate (ICE) was developed by the REID Department in conjunction with Jones Engineers, LP, an MBE Engineering Firm.

ADVERTISEMENT:

In December of 2021, a legal notice was posted in the Houston Chronicle and Forward Times Newspapers, advertising IFB 21-49 Electrical Service to Furnish and Install Carbon Monoxide Detectors Project ("IFB 21-49") and in the Houston Business Journal.

In addition to posting IFB 21-49 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"); and to the Houston Minority Supplier Development Council ("HMSDC").

Interested parties were also able to access IFB 21-49 by going to the websites of the City of Houston Office of Business Opportunity ("OBO"); the Greater Houston Black Chamber of Commerce ("GHBC"); 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").

Interested parties were invited to attend a non-mandatory virtual pre-bid conference to ask questions about IFB 21-49 and were allowed to visit multiple sites and ask follow-up questions.

EVALUATION PROCESS:

On February 25, 2022, HHA's Procurement Department opened the following sealed bids in response to IFB 21-49:

Rank	Firm/Company	M/WBE	Bid Price
1	Bella Me Construction, LLC.	M/WBE	*\$1,540,292.91
2	HD Supply Facilities Maintenance, Ltd	N/A	\$2,005,976.34
3	TLC Engineering, Inc.	N/A	\$4,232,625.00

HD Supply Facilities Maintenance, Ltd. plans to engage the following subcontractors to comply with HHA's M/WBE requirements:

- 54 Construction (an MBE)
- Current Construction, Inc. (a M/WBE)
- Coastal Contractors Group, LLC (a M/WBE)

HD Supply Facilities Maintenance, Ltd. will also offer training classes and provide vacant job listings (on a monthly basis) to Section 3 participants.

*Bella Me Construction, LLC.'s bid was deemed non-responsive because their sealed bid did not include the required Bid Bond. HHA's Procurement Policy requires a Bid Bond to be submitted for construction contracts exceeding \$100,000. Per Section 9 of HUD Form 5369 (included in IFB 21-50), a bid shall be rejected if it does not contain a bid guarantee. See Exhibit A.

HHA has previously utilized Supply Facilities Maintenance, Ltd. to replace appliances at Cuney Homes Apartments via Board Resolution 3156.

There are no conflicts of interest, and HD Supply Facilities Maintenance, Ltd. is 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 President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with HD Supply Facilities Maintenance, Ltd. to furnish and install new carbon monoxide detectors at APV/HOAPV, Cuney Homes, Ewing, Fulton Village, HRI/Victory, Irvinton Village, and Kelly Village Apartments in an amount not to exceed \$2,005,976.34 pursuant to the memorandum from Jay Mason, Interim Director of REID dated March 8, 2022, to David A. Northern, Sr., President & CEO.