



**RESOLUTION NO. 3417**

At the meeting of the Houston Housing Authority Board of Commissioners, **April 19, 2022**, the following resolution was moved by **Andrea Cooksey** and seconded by **Kristy Kirkendoll**:

**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 AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments in an amount not to exceed \$130,540.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated April 5, 2022, to David A. Northern, Sr., President & CEO.

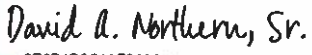
A true and accurate copy of the vote is listed below, and a true and correct copy of the Resolution that was approved is attached hereto.

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

**\*Absent: M. Miller G. Hernandez**

(SEAL)



DocuSigned by:  
  
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 \_\_\_\_\_  
 David A. Northern, Sr., 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 take action to authorize the President & CEO or designee to execute a contract with AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments.

**2. Date of Board Meeting:** April 19, 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 AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments in an amount not to exceed \$130,540.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated April 5, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval**

Signature

DocuSigned by:  
*Jay Mason*  
FB1ADD6791F24F3

Date: 4/13/2022

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

Funds Budgeted and Available  Yes  No Source \_\_\_\_\_

**VP of FO Approval**

Signature \_\_\_\_\_

Date: \_\_\_\_\_

**6. Approval of President & CEO**

DocuSigned by:

4/13/2022

*David A. Northern Sr.*  
Signature

Date: \_\_\_\_\_



**HOUSTON**  
HOUSING AUTHORITY

Transforming Lives & Communities

**MEMORANDUM**

**TO:** DAVID A. NORTHERN, SR., PRESIDENT & CEO  
**FROM:** JAY MASON, INTERIM DIRECTOR OF REID  
**SUBJECT:** CONSIDERATION AND/OR TO TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH AAA PLUMBERS TO PERFORM PNEUMATIC GAS TESTING AND ASSOCIATED GAS LINE REPAIRS AT KELLY VILLAGE APARTMENTS  
**DATE:** APRIL 5, 2022

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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 AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments in an amount not to exceed \$130,540.00.

**BACKGROUND:**

Pneumatic gas testing is performed to confirm that gas lines are not damaged/broken, which can create a potential fire hazard or threat to the health and safety of our residents. If it is determined that gas lines are broken/damaged through testing, necessary repairs will be completed. This is a needed Capital Improvement for the property, covered by HUD's Capital Funds Program (CFP). The Scope of Work (SOW) and Independent Cost Estimate (ICE) were developed by the REID Department.

The original ICE for this project was \$89,238.24, which included testing and repairs of gas lines for two-hundred and seventy (270) residential units, plus three (3) common areas at \$326.88/ea. These calculations were based on actual costs of previous gas testing and repairs completed at Kelly Village in 2015. However, the ICE calculations did not include the following;

1. Costs associated with painting of gas lines, which is necessary to prevent pipe corrosion, and
2. Cost increases are associated with COVID-related labor and material shortages.

Since the SOW and market conditions have changed after the initial ICE calculations, the REID Department consulted with Jones Engineers (Mechanical, Electrical, and Plumbing (MEP) firm under contract with HHA), who confirmed that the cost of \$130,540.00 or \$478.17/ea within the acceptable range of industry standards for this work.

**ADVERTISEMENT:**

In October and November of 2021, a legal notice advertising IFB 21-09 Pneumatic Gas Testing at Kelly Village Apartments Project ("IFB 21-09") was posted in the Houston Chronicle and Forward Times Newspapers, and in the Houston Business Journal.

In addition to posting "IFB 21-09" 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 21-09" 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 21-09" and were allowed to attend multiple site visits and ask follow-up questions.

**EVALUATION PROCESS:**

On February 25, 2022, HHA's Procurement Department opened the following sealed bid in response to "IFB 21-09":

Rank	Firm/Company	M/WBE	Bid Price
1	AAA Plumbers	N/A	\$130,540.00

AAA Plumbers will make a cash contribution of (3% of total contract value) to the Section 3 Self-Sufficiency Compliance Fund to support economic self-sufficiency opportunities and/or job training opportunities. The cash contribution will be made to HHA on a quarterly basis.

References have been checked and returned positive. There are no conflicts of interest, and AAA Plumbers 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 AAA Plumbers to perform pneumatic gas testing and associated gas line repairs at Kelly Village Apartments in an amount not to exceed \$130,540.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated April 5, 2022, to David A. Northern, Sr., President & CEO.