



**HOUSTON**  
HOUSING AUTHORITY

**Transforming Lives & Communities**

**RESOLUTION NO. 3442**

At the meeting of the Houston Housing Authority Board of Commissioners, **May 17, 2022**, the following resolution was moved by **Max Miller** and seconded by **Kris Thomas**:

**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 McKenna Contracting, Inc. to remove existing and furnish/install new playground equipment at Irvinton Village and Kelly Village apartments in an amount not to exceed \$332,777.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated May 3, 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

**\*Absent:** **G. Hernandez**

(SEAL)



DocuSigned by:

*David A. Northern, Sr.*

9E0B1D8C1AF04AA

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 McKenna Contracting, Inc., to remove existing and furnish/install new playground equipment at Irvinton Village and Kelly Village apartments.

**2. Date of Board Meeting: May 17, 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 McKenna Contracting, Inc., to remove existing and furnish/install new playground equipment at Irvinton Village and Kelly Village apartments in an amount not to exceed \$332,777.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated May 3, 2022, to David A. Northern, Sr., President & CEO.

**4. Department Head Approval**    Signature Jay Mason    Date: 5/11/2022

DocuSigned by:  
FB1ADD6791F24F3

**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**    Signature David A. Northern Sr.    Date: 5/11/2022

DocuSigned by:  
9E9B108C1AEDAAA



**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 MCKENNA CONTRACTING, INC., TO REMOVE EXISTING AND FURNISH/INSTALL NEW PLAYGROUND EQUIPMENT AT IRVINTON VILLAGE AND KELLY VILLAGE APARTMENTS  
**DATE:** MAY 3, 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 McKenna Contracting, Inc. to remove existing and furnish/install new playground equipment at Irvinton Village and Kelly Village apartments in an amount not to exceed \$332,777.00.

**BACKGROUND:**

Both properties have needed new playground equipment for several years. Currently, there is no playground equipment at Kelly Village; it was damaged and deemed too dangerous to remain on the property. The playground equipment at Irvinton Village is deteriorated (15+ years old) and was flooded during Hurricane Harvey in 2017. This is a necessary capital improvement covered by HUD's Capital Funds Program (CFP). The Scope of Work (SOW) and Independent Cost Estimate (ICE) was developed by the REID Department.

The original ICE for this project was \$320,000.00, so the lowest responsible bid is 4% (\$12,777.00) above the estimated budget. However, the ICE calculations did not include the following;

1. Costs associated with perimeter fencing (approximately 200LF) at Kelly Village, which is necessary to prevent children from running outside of the playground area and into busy streets, and
2. Cost increases are associated with COVID-related labor and material shortages.

**EVALUATION PROCESS:**

In February and March of 2022, a legal notice advertising IFB 22-08 Playground Equipment at Irvinton Village and Kelly Village apartments ("IFB 22-08") was posted in the Houston Chronicle and Forward Times Newspapers, and in the Houston Business Journal.

In addition to posting "IFB 22-08" 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 22-08" 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 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 22-08" and were allowed to attend multiple site visits and ask follow-up questions.

On April 5, 2022, HHA's Procurement Department opened the following sealed bids in response to "IFB 22-08":

Rank	Firm/Company	M/WBE	Bid Price
1	Playwell Group	M/WBE	*\$255,655.79
2	McKenna Contracting, Inc.	S/WBE	\$332,777.00
3	EMA Sports Solutions, Inc.	SBE	\$415,373.60

McKenna Contracting, Inc. will make a cash contribution (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 quarterly.

References have been checked and returned positive.

There are no conflicts of interest, and McKenna Contracting, Inc. is not on the HUD Debarment List.

McKenna Contracting, Inc. is a City of Houston Certified Woman-Owned Business.

\* Playwell Group's bid was deemed non-responsive because their bid was not sealed and did not include the required Bid Bond. HHA's Procurement Policy requires all bids to be sealed and, if required, a Bid Bond to be submitted for construction contracts exceeding \$100,000, and per Sections 1 and 9 of HUD Form 5369 (included in "IFB 22-08"), a bid shall be rejected if it is not sealed or does not contain a bid guarantee. See Exhibit A.

## 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 McKenna Contracting, Inc., to remove existing and furnish/install new playground equipment at Irvinton Village and Kelly Village apartments in an amount not to exceed \$332,777.00 pursuant to the memorandum from Jay Mason, Interim Director of REID dated May 3, 2022, to David A. Northern, Sr., President & CEO.