



HOUSTON
HOUSING AUTHORITY

Transforming Lives & Communities

RESOLUTION NO. 3705

At the meeting of the Houston Housing Authority Board of Commissioners, **September 12, 2023**, the following resolution was moved by **Kristy Kirkendoll** and seconded by **Andrea Cooksey**:

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 the top two (2) short-listed Building Envelope Consulting Firms identified in this Board Resolution, for an initial period of (2) years, with a one (1) year option to extend, in an amount not to exceed \$1,000,000 pursuant to the memorandum dated August 28, 2023, from Jay Mason, Director of REID 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"/>	M. Miller	<input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	S Ballard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Absent: K. Thomas*

(SEAL)



DocuSigned by:
David A. Northern, Sr.
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David A. Northern, Sr., Secretary
HHA Board of Commissioners



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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 Price Consulting, Inc. and Amtech Solutions, Inc. for the rehabilitation of HHA's existing and newly acquired properties.

2. Date of Board Meeting: September 12, 2023

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 the top two (2) short-listed Building Envelope Consulting Firms identified in this Board Resolution, for an initial period of (2) years, with a one (1) year option to extend, in an amount not to exceed \$1,000,000 pursuant to the memorandum dated August 28, 2023, from Jay Mason, Director of REID to David A. Northern, Sr., President & CEO.

4. Department Head Approval

Signature  Date: 9/8/2023

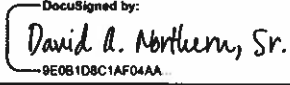
5. Statement regarding availability of funds by VP of Fiscal Operations

Funds Budgeted and Available Yes No Source _____

VP of FO Approval

Signature  Date: 9/8/2023

6. Approval of President & CEO

Signature  Date: 9/8/2023



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MEMORANDUM

TO: DAVID A. NORTHERN, SR., PRESIDENT & CEO
FROM: JAY MASON, DIRECTOR OF REID
SUBJECT: CONSIDERATION AND/OR TAKE ACTION TO AUTHORIZE THE PRESIDENT & CEO OR DESIGNEE TO EXECUTE A CONTRACT WITH PRICE CONSULTING, INC. AND AMTECH SOLUTIONS, INC. FOR THE REHABILITATION OF HHA'S EXISTING AND NEW PROPERTIES
DATE: AUGUST 28, 2023

This memorandum recommends that the Houston Housing Authority Board of Commissioners authorize the President & CEO to take all necessary actions to negotiate, execute and make necessary changes and corrections to a contract with the top two (2) short-listed Building Envelope Consultant Firms listed herein.

BACKGROUND:

The Houston Housing Authority (HHA) requires Building Envelope Consultant services to conduct assessments of existing and newly acquired properties for the performance of roofs, exterior facades, openings (doors/windows), and structural integrity, as is required to preserve quality affordable housing. Additional work may include design and construction administration services.

ADVERTISEMENT:

On March 24, 2023, a legal notice advertising RFP 23-16 Building Envelope Consultant was posted in the Houston Chronicle and Forward Times Newspapers, and in the Houston Business Journal.

In addition to posting RFP 23-16 on its website, HHA's Procurement Department sent e-mails to bidders on HHA's Bidder's List and sent to bidders identified by the requesting department.

Interested parties were also able to access RFP 23-16 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"); Beaconbid.com; and to the Houston Office of the United States Small Business Administration ("SBA").

EVALUATION PROCESS:

All responses to RFP 23-16 received by HHA by the specified due date were 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

On May 1, 2023, HHA's Procurement Department opened the following sealed responses and they were subsequently scored by an Evaluation Committee consisting of the following HHA employees:

1. Khadija Darr, Sr VP of Administration
2. Diana Dmitriyeva, Capital Funds Project Manager
3. Ricardo Harris, Compliance Manager
4. Shona Smith-Ombogo, Sr Operations Manager

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

Rank	Firm/Company	M/WBE	M/WBE Participation	Score
1	Price Consulting, Inc.	No	Yes	86
2	Amtech Solutions, Inc.	Yes	Yes	81
3	BEAM Professionals	No	No	73
4	ECS Southwest, LLP.	No	No	69

HHA has previously utilized Price Consulting, Inc. (PCI) for the assessment and design work associated with roofs, exterior facades, openings and structural integrity of existing buildings, via Resolution No. 3205 (October, 2020).

Agency goal is to have all contracts utilizing sub-contractors to spend at least 30% of the project funds with M/WBE businesses.

RECOMMENDATION

Accordingly, I recommend that the Board considers this resolution, which states:

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