



**HOUSTON**  
HOUSING AUTHORITY

**Transforming Lives & Communities**

**RESOLUTION NO. 3707**

At the meeting of the Houston Housing Authority Board of Commissioners, **September 12, 2023**, the following resolution was moved by **Max Miller** 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 multiple contractors to install window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments in an amount not to exceed \$1,049,750.00 pursuant to the memorandum from Jay Mason, Director of REID dated August 29, 2023 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*

DocuSigned by:  
*David A. Northern, Sr.*  
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(SEAL)



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 multiple contractors to install window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments.

**2. Date of Board Meeting:** September 12, 2023

**3. Proposed Board Resolution:**

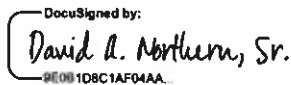
**Resolution:** That the Houston Housing Authority Board of Commissioners authorizes the President & CEO or designee to negotiate, execute and make necessary changes and corrections to a contract with multiple contractors to install window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments in an amount not to exceed \$1,049,750.00 pursuant to the memorandum from Jay Mason, Director of REID dated August 29, 2023 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 MULTIPLE CONTRACTORS TO INSTALL WINDOW AC UNITS AT CUNEY HOMES, IRVINTON VILLAGE, AND KELLY VILLAGE APARTMENTS.  
**DATE:** AUGUST 29, 2023

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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 multiple contractors to install window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments.

**BACKGROUND:**

Several of the Houston Housing Authority's public housing developments (Cuney Homes, Irvinton Village/partial, and Kelly Village) were built in the 1940's and do not offer air conditioning. At these properties, residents have been purchasing, installing, and maintaining their own window air conditioning (AC) units. This project is aimed at correcting the financial, physical, and mental hardships imposed on our residents by installing window AC units (qty: 1,615), in accordance with provided specifications, which include installation of the following items;

- Window AC Units
- Metal Infill Panels and Plywood
- Support Angles and Brackets
- Screw and Bolts
- Adhesive and Sealant

This method provides a "permanent construction" installation (by fastening the window AC unit to the building structure), which is in accordance with the guidelines provided by the U.S. Department of Housing and Urban Development (HUD).

The project will be covered by HUD's Capital Funds Program (CFP). The Scope of Work (SOW) and Independent Cost Estimate (ICE) were developed by the REID Department in conjunction with our Building Envelope Consultant, Price Consulting, Inc.

The original ICE for this project (supply and installation) was \$2,500,000. With the resolution for Supply of \$1,200,000 and the resolution for Installation of \$1,049,750, it is a combined total of \$2,200,000, which is 10% below the estimated budget.

**EVALUATION PROCESS:**

In August of 2023, a legal notice advertising IFB 23-41 Installation of A/C Units at Cuney Homes, Irvinton Village and Kelly Village ("IFB 23-41") was posted in the Houston Chronicle and Forward Times Newspapers, and in the Houston Business Journal.

In addition to posting "IFB 23-41" 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 23-41" 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, in-person pre-bid conference held on Saturday, August 12, 2023. Property site visits were held upon request.

On September 6, 2023, HHA's Procurement Department opened the following sealed bids in response to "IFB 23-41":

| Rank | Firm/Company                            | M/WBE | M/WBE Participation |
|------|---|-------|---------------------|
| 1    | A. Alexander & Associates               | N/A   | Yes                 |
| 2    | Able's Construction Services, LLC.      | N/A   | No                  |
| 3    | ABM Building Services, LLC.             | N/A   | Yes                 |
| 4    | Alza Kultura, LLC.                      | N/A   | No                  |
| 5    | AP Project Management, LLC.             | M/WBE | No                  |
| 6    | Bragger Company, LLC.                   | N/A   | Yes                 |
| 7    | CLI Energy and Construction, LLC.       | MBE   | No                  |
| 8    | Crown Peaks Homes, LLC                  | M/WBE | No                  |
| 9    | Dasac Cleaning Services, LLC.           | MBE   | No                  |
| 10   | Hermida Services                        | MBE   | Yes                 |
| 11   | Impact Commercial Construction Company  | M/WBE | No                  |
| 12   | Key HTX Development & Holdings, Inc     | MBE   | No                  |
| 13   | Maylan Staffing, LLC.                   | N/A   | Yes                 |
| 14   | My Construction Company                 | M/WBE | No                  |
| 15   | Pennum, Inc.                            | N/A   | No                  |
| 16   | Quality Works Construction, Inc.        | MBE   | No                  |
| 17   | Quinton King Construction               | N/A   | Yes                 |
| 18   | SNR Construction & Consulting, LLC.     | M/WBE | No                  |
| 19   | Strategic Refrigeration, LLC.           | N/A   | Yes                 |
| 20   | Trans TEQ Environmental Solutions, Inc. | M/WBE | No                  |
| 21   | TPMG Construction                       | N/A   | Yes                 |
| 22   | Trenton Development Group               | MBE   | No                  |
| 23   | Warehouse Recon, LLC.                   | N/A   | No                  |

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

Agency goal is to have all contracts utilizing sub-contractors to spend at least 30% of the project funds with M/WBE businesses. The companies utilizing M/WBE businesses for subcontracts have been identified in the chart above.

**RECOMMENDATION**

Accordingly, I recommend that the Board consider 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 multiple contractors to install window air conditioning (AC) units at Cuney Homes, Irvinton Village, and Kelly Village apartments in an amount not to exceed \$1,049,750.00 pursuant to the memorandum from Jay Mason, Director of REID dated August 29, 2023 to David A. Northern, Sr., President & CEO.