



OPERATIONS AND REAL ESTATE  
COMMITTEE MEETING  
APRIL 19, 2023



**VIRTUAL****Number:** (346) 248-7799**Meeting ID:** 93839434337#**Passcode:** 654170#**IN PERSON**818 S. Flores St.  
San Antonio, TX 78204**BOARD OF COMMISSIONERS**Dr. Ana "Cha" Guzmán  
ChairGabriel Lopez  
Vice ChairGilbert Casillas  
CommissionerDalia Contreras  
CommissionerLoren D. Dantzler  
CommissionerOlga Kauffman  
CommissionerIgnacio Perez  
Commissioner**PRESIDENT & CEO**

Ed Hinojosa, Jr.

## OPERATIONS AND REAL ESTATE COMMITTEE MEETING OR SPECIAL BOARD MEETING

### 1:00 p.m. | Wednesday| April 19, 2023

If this meeting becomes a Special Board Meeting, at least four Commissioners will be physically present at this location, and up to three other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127, and the Presiding Officer will also be present at this location.

**MEETING CALLED TO ORDER**

1. The Board of Commissioners or its Committee may hold a closed meeting pursuant to Texas Government Code § 551.071-076 for consultation concerning attorney-client matters, real estate, litigation, personnel, and security matters. The Board or Committee reserves the right to enter into closed meeting at any time during the course of the meeting.

**PUBLIC COMMENT**

2. **Public Comment** - Citizens are provided up to three minutes each to speak to any agenda items. Citizens wishing to speak to items posted on the agenda should access Phone Number: **(346) 248-7799** and enter Meeting ID: **93839434337#** and Passcode: **654170#**, prior to 12:45 p.m. A Spanish/English translator will be available to citizens needing translation.

Now is the time for public comments. The Board asks the public to address concerns related to Opportunity Home matters and policy and not include statements that may be considered defamatory of any individual. The Board encourages members of the public to direct specific concerns or problems to Opportunity Home staff for more prompt resolution. The Board will not discuss the comments of speakers or respond to speakers during the public comment portion of the agenda.

**INDIVIDUAL ITEMS**

3. Consideration and appropriate action regarding Resolution 6344, approving of the Owner Incentive Payment policy for the Housing Choice Voucher (HCV) and Mainstream programs (Stephanie Rodriguez, Director of Assisted Housing Programs)
4. Consideration and appropriate action regarding Resolution 6345, authorizing the award of contracts for make-ready services for Public Housing to A&S Landscaping Services (HABE, VBE), BR General Contractors, LLC (SBE, WBE), EA Contractor, LLC (HABE), Garcia Brothers Make Ready & Repairs (HABE), H1 Contracting, LLC (ESBE, HABE, MBE, SBE), and R&J Muniz Remodeling (HABE, WBE) for an annual cumulative amount not to exceed \$3,000,000; for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Joel Tabar, Director of Resident Services)
5. Consideration and appropriate action regarding Resolution 6346, authorizing the award of a contract for disaster restoration and emergency recovery services to Gerloff Company, Inc. through

The Interlocal Purchasing System (TIPS) for an annual cumulative amount not to exceed \$10,000,000; for a period of one year with the option to renew up to two additional one-year terms (George Ayala, Director of Procurement; Hector Martinez, Director of Construction Services and Sustainability)

## DISCUSSION ITEMS

6. Update and discussion regarding the City of San Antonio Housing Bond applications (Timothy Alcott, Chief Legal and Real Estate Officer; Brandee Perez, Chief Operating Officer)
7. Update and discussion regarding the Operations Report (Kristen Carreon, Director of Operations Support)
8. Discussion regarding the Evolution of the Workplace Presentation, including in-person/virtual attendance (Muriel Rhoder, Chief Administrative Officer; Brandee Perez, Chief Operating Officer)
9. Discussion regarding resident concerns

## CLOSED SESSION

10. Closed Session

### Personnel/Consultation with Attorney

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.074 (personnel) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney regarding workplace policies, including in-person/virtual attendance

## REPORT

- Procurement Activity Report

## RESOURCE

- Schedule of Units Under Development

11. Adjournment


\*Note: Whenever the Texas Open Meetings Act (Section 551.001 et seq. of the Texas Government Code) provides for a closed meeting in matters concerning legal advice, real estate, contracts, personnel matters, or security issues, the Board may find a closed meeting to be necessary. For convenience of the citizens interested in an item preceded by an asterisk, notice is given that a closed meeting is contemplated. However, the Board reserves the right to go into a closed meeting on any other item, whether it has an asterisk, when the Board determines there is a need and a closed meeting is permitted.

"Pursuant to § 30.06, Penal Code, (trespass by holder license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed handgun."

"Pursuant to § 30.07, Penal Code, (trespass by holder license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a handgun that is carried openly."

**BOARD OF COMMISSIONERS**  
**Operations and Real Estate Committee Meeting**

**RESOLUTION 6344, APPROVING THE OWNER INCENTIVE PAYMENT POLICY FOR THE HOUSING CHOICE VOUCHER (HCV) AND MAINSTREAM PROGRAMS**

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**Ed Hinojosa, Jr.**  
 President and CEO

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**Stephanie Rodriguez**  
 Director of Assisted Housing Programs

**REQUESTED ACTION:**

Consideration and appropriate action regarding Resolution 6344, approving of the Owner Incentive Payment policy for the Housing Choice Voucher (HCV) and Mainstream programs.

**SUMMARY:**

Opportunity Home San Antonio (Opportunity Home) aims to address owner participation by introducing an Owner Incentive program to retain and attract new owners to the HCV and Mainstream programs. In accordance with 24 CFR 982.152 and PIH Notice 2022-18, Opportunity Home has the authority to use administrative fees for expenses related to assisting HCV and Mainstream Voucher families to lease units.

In an effort to increase successful leasing for voucher holders in a competitive rental market, Opportunity Home is proposing to implement incentives up to \$500 to owners who lease to HCV and Mainstream program participants under new contracts. This payment would be made after the successful execution of a HAP contract and would not apply in cases of moves within the same property or those remaining in the same unit with a new HAP contract. The policy will be added to the Administrative Plan.

**ADMINISTRATIVE FEES [24 CFR 982.152, and Notice PIH 2022-18]**

- (1) HUD may approve administrative fees to Opportunity Home for any of the following purposes:
  - (a) Ongoing administrative fees;
  - (b) Costs to help families who experience difficulty finding or renting appropriate housing under the program;
  - (c) Preliminary fee;
  - (d) Costs to coordinate supportive services for families participating in the Family Self-Sufficiency (FSS) program.
  - (e) The following types of extraordinary costs approved by HUD:
    - (i) Costs to cover necessary expenses incurred by Opportunity Home to provide reasonable accommodation for persons with disabilities, where Opportunity Home is unable to cover additional expenses from ongoing



**Opportunity Home San Antonio****April 19, 2023**

administrative fee income or the Opportunity Home administrative fee reserve;

- (ii) Costs of audit by an independent public accountant;
- (iii) Other extraordinary costs determined necessary by HUD Headquarters;

(A) Other eligible uses of administrative fees for the HCV and Mainstream Voucher program include:

- (1) Security deposit assistance
- (2) Utility deposit assistance/utility arrears
- (3) Application fees/non-refundable administrative or processing fees/refundable application deposit assistance/broker fees
- (4) Holding fees
- (5) Renter's insurance
- (6) Owner incentive payments

(a) Opportunity Home may provide incentive payments, up to \$500, to owners with new contracts.

- (i) Incentive payments will be provided when a contract is executed with families in the HCV Program and Mainstream Program.
- (ii) Opportunity Home will only issue incentive payments after the HAP Contract is executed.
- (iii) Incentive payments will not be made for families moving into a different unit on the same property or those remaining in the same unit with a new HAP contract.

- (2) For each fiscal year, administrative fees are specified in the Opportunity Home budget and require HUD approval. Administrative fees may only be approved or paid from amounts appropriated by the Congress.
- (3) Opportunity Home fees may only be used to cover costs incurred to perform administrative responsibilities for the program in accordance with HUD regulations and requirements.

**STRATEGIC OUTCOME:**

Opportunity Home residents have a sufficient supply of affordable housing options.

**ATTACHMENT:**

Resolution 6344  
Presentation

**Opportunity Home San Antonio  
Resolution 6344**

**RESOLUTION 6344, APPROVING THE OWNER INCENTIVE PAYMENT POLICY FOR THE HOUSING CHOICE VOUCHER (HCV) AND MAINSTREAM PROGRAMS**

**WHEREAS**, Opportunity Home San Antonio (Opportunity Home) aims to address owner participation by introducing an Owner Incentive Payment program to attract owners to the HCV and Mainstream programs; and

**WHEREAS**, 24 CFR 982.152 and PIH Notice 2022-18, authorizes Opportunity Home to use administrative fees for expenses related to assisting HCV and Mainstream Voucher families to lease units; and

**WHEREAS**, Opportunity Home is proposing to implement incentives up to \$500 to owners who lease to HCV and Mainstream program participants in an effort to increase leasing in a competitive rental market.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) Approves Resolution 6344, approving of the Owner Incentive Payment policy for the Housing Choice Voucher (HCV) and Mainstream programs.
- 2) Authorizes the President and CEO or designee to execute all necessary documents and extensions.

**Passed and approved the 9th day of May 2023.**

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**Ana M. "Cha" Guzman**  
Chair, Board of Commissioners

**Attested and approved as to form:**

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**Ed Hinojosa, Jr.**  
President and CEO

# Owner Incentive Payment

Assisted Housing Programs

April 19, 2023



## Assisted Housing Programs

# Owner Incentive Payments

- In accordance with **24 CFR 982.152** and **PIH Notice 2022-18**, Opportunity Home has the authority to use administrative fees for expenses related to assisting HCV and Mainstream Voucher families to lease units.
- **In an effort to increase successful leasing for voucher holders in a competitive rental market, Opportunity Home is proposing to implement incentives up to \$500 to owners who lease to HCV and Mainstream program participants under new contracts.**
- This payment would be made after the successful execution of a HAP contract and would not apply in cases of moves within the same property or for those remaining in the same unit with a new HAP contract.

## **ADMINISTRATIVE FEES [24 CFR 982.152, and Notice PIH 2022-18]**

- (1) HUD may approve administrative fees to Opportunity Home for any of the following purposes:
  - (a) Ongoing administrative fees;
  - (b) Costs to help families who experience difficulty finding or renting appropriate housing under the program;
  - (c) Preliminary fee;
  - (d) Costs to coordinate supportive services for families participating in the Family Self-Sufficiency (FSS) program.
  - (e) The following types of extraordinary costs approved by HUD:
    - (i) Costs to cover necessary expenses incurred by Opportunity Home to provide reasonable accommodation for persons with disabilities, where Opportunity Home is unable to cover additional expenses from ongoing administrative fee income or the Opportunity Home administrative fee reserve;
    - (ii) Costs of audit by an independent public accountant;
    - (iii) Other extraordinary costs determined necessary by HUD Headquarters;

(A) Other eligible uses of administrative fees for the HCV and Mainstream Voucher program include:

- (1) Security deposit assistance
- (2) Utility deposit assistance/utility arrears
- (3) Application fees/non-refundable administrative or processing fees/refundable application deposit assistance/broker fees
- (4) Holding fees
- (5) Renter's insurance
- (6) Owner incentive payments

(a) Opportunity Home will provide incentive payments of up to \$500 to owners with new contracts.

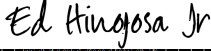
- (i) Incentive payments will be provided when a contract is executed with families in the HCV Program and Mainstream Program.
- (ii) Opportunity Home will only issue incentive payments after the HAP Contract is executed.
- (iii) Incentive payments will not be made for families moving into a different unit on the same property or those remaining in the same unit with a new HAP contract.

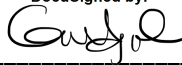



- (1) For each fiscal year, administrative fees are specified in the Opportunity Home budget and require HUD approval. Administrative fees may only be approved or paid from amounts appropriated by the Congress.
- (2) Opportunity Home fees may only be used to cover costs incurred to perform administrative responsibilities for the program in accordance with HUD regulations and requirements.

**BOARD OF COMMISSIONERS  
Operations and Real Estate Committee Meeting**

**RESOLUTION 6345, AUTHORIZING THE AWARD OF CONTRACTS FOR MAKE READY SERVICES FOR PUBLIC HOUSING TO A&S LANDSCAPING SERVICES (HABE, VBE), BR GENERAL CONTRACTORS, LLC (SBE, WBE), EA CONTRACTOR, LLC (HABE), GARCIA BROTHERS MAKE READY & REPAIRS (HABE), H1 CONTRACTING, LLC (ESBE, HABE, MBE, SBE), AND R&J MUNIZ REMODELING (HABE, WBE) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$3,000,000; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS**

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**Ed Hinojosa, Jr.**  
**President and CEO**

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**George Ayala**  
**Director of Procurement**

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**Joel Tabar**  
**Director of Resident Services**

**REQUESTED ACTION:**

Consideration and appropriate action regarding Resolution 6345, authorizing the award of contracts for make-ready services for Public Housing to A&S Landscaping Services (HABE, VBE), BR General Contractors, LLC (SBE, WBE), EA Contractor, LLC (HABE), Garcia Brothers Make Ready & Repairs (HABE), H1 Contracting, LLC (ESBE, HABE, MBE, SBE), and R&J Muniz Remodeling (HABE, WBE) for an annual cumulative amount not to exceed \$3,000,000; for a period of one year with the option to renew up to four additional one-year terms.

**SUMMARY:**

In order to prepare vacant units for tenant move-in, Public Housing requires the services of contractors to provide unit-make-ready services that include, but is not limited to cleaning, painting, minor repairs, trash outs, and general maintenance work necessary to make the unit acceptable and ready for resident move-in.

Opportunity Home performed approximately 158 make-readies for public housing each month during the last year at an average cost of \$1,250 per unit, or about \$2,370,000 per year. To receive the maximum points on the annual Public Housing Assessment System (PHAS) submission, HUD requires a 20-day turnaround time from the date of the unit vacancy to the next move-in. Opportunity Home is currently trending an average of 18 days. It is anticipated that the services from these six recommended contractors will meet Opportunity Home's current make-ready needs. Contractors will have a maximum of five calendar days to complete the make-ready from the date the supplies are provided by Public Housing. Property assignments under this award will be determined by property management.

On February 10, 2023, Opportunity Home issued an "Invitation for Bids" (IFB) #2212-5371 for Make Ready Services for Public Housing, which closed on March 3, 2023. The IFB was published on Opportunity Home's E-Procurement Website, the Hart Beat, NAHRO E-Procurement website and directly solicited to 121 vendors. Ten responses were received in response to this solicitation: A&S Landscaping Services (HABE, VBE), BR General Contractors, LLC, (SBE, WBE), Calidad Construction, LLC (HABE), EA Contractor, LLC (HABE), H1 Contracting, LLC (ESBE, HABE,

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MBE, SBE), Garcia Brothers Make Ready & Repairs (HABE), KT Services, Milcon Construction, LLC (HABE, MBE, SBE), R&J Muniz Remodeling (HABE, WBE), and Trevino Contracting (HABE).

All bids were evaluated on the following criteria: purchase price; the reputation of the bidder and their goods or services, including past performance; quality of the goods or services; the extent to which the goods or services meet Opportunity Home's needs; total long term cost; and any relevant criteria contained within the solicitation document. Based on the above, staff is recommending contract awards to the six lowest-priced qualified respondents.

**COMPANY PROFILES:**

**A&S Landscaping Services** was founded in 1992 and is headquartered in San Antonio, Texas. This contractor self-certifies as a HABE, VBE. They provide services to include, but are not limited to lawn maintenance, tree trimming and planting, installation of flower beds, laying down sod, fertilizer, remodeling, drywall, texture, painting, carpentry, installation of floor tile, re-installation of cabinets, countertops, faucets, and commode. Their client list includes, but is not limited to, Fort Sam Houston Family Housing, Sacred Heart Villa Apartments, and Poteet Independent School District.

**BR General Contractors** was founded in January 2019 and is headquartered in New Braunfels, Texas. This contractor has been certified as an SBE, WBE by the South Central Texas Regional Certification Agency. They focus on remodeling and rehabilitation of residential properties, including apartments and housing authority properties. Their projects have included renovations of two burned units, removing old window units and replacing them with windstorm-certified windows, siding, and brick repair, as well as interior renovations to include framing, drywall replacement, and relocating fire sprinkler and electrical systems. They have received prior awards from Housing Authorities, including Aransas Pass Housing Authority and the Housing Authority of the City of Brownsville. Their client list includes, but is not limited to, the City of San Marcos and the San Antonio Water System.

**EA Contractor** was established in 2006 and is headquartered in San Antonio, Texas, with a field office location also in San Antonio. This contractor self-certifies as a HABE. They provide interior and exterior services to include, but not limited to, cabinetry, carpentry, concrete, cleaning, demolition, drywall, electrical, fencing, flooring, landscaping, leak repair, make-ready, masonry, painting, plumbing, resurfacing, removing and replacing bathtubs and shower pans, roofing, and welding. Their client list includes GM Construction Co.; H1 Contracting; MH Contracting, LLC; Otima Investments, LLC; and Westland Real Estate Group.

**Garcia Brother's Make Ready & Repairs** was founded in 2006 and is located in San Antonio, Texas. This contractor self-certifies as a HABE. They are experienced in home, apartment, and office repairs, improvements, and renovations, including interior and exterior painting, sheetrock repairs, fencing, flooring to include subfloor repairs, bathroom renovations, kitchen remodeling, light fixtures, and ADA handrails and ramps. Their client list includes BB&E Inc. and Real Estate Services.

**H1 Contracting LLC** was established in 2018 and is headquartered in San Antonio, Texas. This contractor has been certified as an ESBE, HABE, MBE, and SBE by the South Central Texas Regional Certification Agency. They specialize in remodeling and finishing out projects. Their



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client list includes, but is not limited to, Aurora Breast Cancer Center, CentroMed, Edwards Aquifer Authority, Geekdom, Olivia Grace Bridal, Landmark Cancer Center, Oncology San Antonio, Social Health and Research Center, South Alamo Medical Group, South Texas Center for Pediatric Care, VIA Metropolitan Transit, West on Urban, and Vida Mia Mexican Cuisine.

**R&J Muniz** was founded in 2012 and is headquartered in San Antonio, Texas. They self-certify as a HUBE, WBE. This contractor specializes in drywall, sheetrock, painting and finishing, flooring, roofing and siding, tile and trim, windows and doors, cabinets and appliance installation, and handicap accessibility projects. Their client list includes, but is not limited to, A&S Landscaping, Ray M, Autrey, Reyes Lozano, First City Realtors Real Property Management Services, and Union Stock Yards.

**PRIOR AWARDS:**

**A&S Landscaping** is currently under contract with Opportunity Home to provide mowing and grounds maintenance services for both Beacon Communities and Public Housing, tree trimming and maintenance services, unit make-ready services for Public Housing, painting services for Beacon Communities, and was recently awarded a contract for make ready services for Beacon Communities. Additionally, they have received various awards for micro and small purchases. They have performed satisfactorily under all awarded contracts.

**BR General Contractors** has received prior awards from Opportunity Home for fence repairs at Converse Ranch; new roof 410-414 SW 28th Street; rehabilitation of a fire damaged apartment at Cross Creek Apartments; rehabilitation of a fire damaged unit at 1112 Vera Cruz; repairs to 2819 Cherry Field; exterior and Interior Painting Agency-Wide; shingle roof repair and limited replacement agency-wide; removal, repair, and replacement of shingle roofs at Dietrich Road Apartments; siding repairs at Riverside; siding repair and replacement at Villa de Valencia; make-ready for Victoria Plaza, make-ready for Unit 101 Riverside, and make-ready for 5114 Stockman Drive; crash bar installation at Victoria Plaza; and they were recently awarded a contract for exterior painting for Spring View Apartments. They have performed satisfactorily under all awarded contracts.

**EA Contractor** is currently under contract with Opportunity Home to provide resurfacing services, welding services, removal and replacement of bathtubs and shower pans, and was recently awarded a contract for make-ready services for Beacon Communities. They have received prior awards from the organization for the removal and repair of fencing at Villa de Valencia, repair of Woodhill Apartment #2101-1, a nursing room at Central Office, and various awards for micro and small purchases. They have performed satisfactorily under the awarded contracts.

**Garcia Brothers Make Ready & Repairs** is currently under contract with Opportunity Home to provide unit make-ready services for Public Housing and painting services for Beacon Communities. Additionally, they have received various awards for micro and small purchases. They have performed satisfactorily under all awarded contracts.

**H1 Contracting** was recently awarded a contract by Opportunity Home to perform make-ready services for Beacon Communities.

**Opportunity Home San Antonio**

**April 19, 2023**

**R & J Muniz Remodeling** has received a prior award from Opportunity Home for unit make-ready services for public housing, along with various awards for micro and small purchases. They were recently awarded a contract for unit make-ready services for Beacon Communities. They have performed satisfactorily under all awarded contracts.

**CONTRACT OVERSIGHT:**

Contract oversight will be provided by Joel Tabar, Director of Resident Services, who will monitor the contractor's adherence to contract requirements and performance.

**STRATEGIC OUTCOMES:**

Opportunity Home residents have a sufficient supply of affordable housing options.  
Opportunity Home residents live in quality affordable housing.

**ATTACHMENTS:**

Resolution 6345  
Bid Tabulation  
Procurement Process

**Opportunity Home San Antonio  
Resolution 6345**

**RESOLUTION 6345, AUTHORIZING THE AWARD OF CONTRACTS FOR MAKE READY SERVICES FOR PUBLIC HOUSING TO A&S LANDSCAPING SERVICES (HABE, VBE), BR GENERAL CONTRACTORS, LLC (SBE, WBE), EA CONTRACTOR, LLC (HABE), GARCIA BROTHERS MAKE READY & REPAIRS (HABE), H1 CONTRACTING, LLC (ESBE, HABE, MBE, SBE), AND R&J MUNIZ REMODELING (HABE, WBE) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$3,000,000; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS**

**WHEREAS**, on February 10, 2023, Opportunity Home issued an “Invitation for Bids” (IFB) #2212-5371 for Make Ready Services for Public Housing, which closed on March 3, 2023; and

**WHEREAS**, ten responses were received in response to this solicitation; and

**WHEREAS**, staff are recommending contract awards to the six lowest-priced qualified respondents.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) Approves Resolution 6336, authorizing the award of contracts for make-ready services for Public Housing to A&S Landscaping Services (HABE, VBE), BR General Contractors, LLC (SBE, WBE), EA Contractor, LLC (HABE), Garcia Brothers Make Ready & Repairs (HABE), H1 Contracting, LLC (ESBE, HABE, MBE, SBE), and R&J Muniz Remodeling (HABE, WBE) for an annual cumulative amount not to exceed \$3,000,000; for a period of one year with the option to renew up to four additional one-year terms.
- 2) Authorizes the President and CEO or designee to execute all necessary documents and extensions.

**Passed and approved on the 9th day of May 2023.**

\_\_\_\_\_  
**Ana M. “Cha” Guzman**  
Chair, Board of Commissioners

**Attested and approved as to form:**

\_\_\_\_\_  
**Ed Hinojosa, Jr.**  
President and CEO





# OPPORTUNITY™ HOME

SAN ANTONIO

## 2212-5371 Make Ready Services for Public Housing Tabulation Bid

#	Items	Quantity	Unit of Measure	Total Cost		A & S Landscaping Services		BR General Contractors, LLC		Calidad Construction, LLC		EA CONTRACTOR LLC		Garcia Brothers Make-Ready & Repairs		H1 Contracting LLC		K&T Services		MILCON Construction, LLC		R & J Muñiz Remodeling		Trevino Contracting	
				Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost
0																									
#0-1	Repair/Replace chain link top railing	1	Lf	\$15.00	\$15.00	\$3.50	\$3.50	\$40.00	\$40.00	\$5.00	\$5.00	\$5.00	\$5.00	\$2.00	\$2.00	\$18.00	\$18.00	\$9.50	\$9.50	\$10.00	\$10.00	\$15.00	\$15.00		
1																									
#1-1	Unit Per Service- Clean	1	Square Feet	\$1.00	\$1.00	\$0.35	\$0.35	\$6.75	\$6.75	\$1.67	\$1.67	\$0.60	\$0.60	\$1.70	\$1.70	\$0.52	\$0.52	\$0.45	\$0.45	\$0.85	\$0.85	\$0.75	\$0.75		
2																									
#2-1	Unit Per Service- Paint (walls & ceilings not to exceed 8 feet)	1	Square Feet	\$1.00	\$1.00	\$0.60	\$0.60	\$12.50	\$12.50	\$1.70	\$1.70	\$0.80	\$0.80	\$1.75	\$1.75	\$1.93	\$1.93	\$5.70	\$5.70	\$1.19	\$1.19	\$0.85	\$0.85		
3																									
#3-1	Unit Per Service- Trash Out	1	Cubic Yard	\$0.85	\$0.85	\$30.00	\$30.00	\$500.00	\$500.00	\$112.00	\$112.00	\$75.00	\$75.00	\$115.00	\$115.00	\$42.00	\$42.00	\$126.70	\$126.70	\$96.00	\$96.00	\$80.00	\$80.00		
4																									
#4-1	Replace Exterior Slab Door	1	Ea	\$85.00	\$85.00	\$70.00	\$70.00	\$1,000.00	\$1,000.00	\$140.00	\$140.00	\$75.00	\$75.00	\$120.00	\$120.00	\$175.00	\$175.00	\$210.00	\$210.00	\$89.00	\$89.00	\$85.00	\$85.00		
#4-2	Replace Pre-Hung Exterior Door	1	Ea	\$85.00	\$85.00	\$95.00	\$95.00	\$800.00	\$800.00	\$180.00	\$180.00	\$75.00	\$75.00	\$140.00	\$140.00	\$135.00	\$135.00	\$198.00	\$198.00	\$100.00	\$100.00	\$90.00	\$90.00		
#4-3	Replace Screen Door	1	Ea	\$75.00	\$75.00	\$70.00	\$70.00	\$800.00	\$800.00	\$40.00	\$40.00	\$10.00	\$10.00	\$50.00	\$50.00	\$175.00	\$175.00	\$103.00	\$103.00	\$32.00	\$32.00	\$85.00	\$85.00		
#4-4	Replace Patio Screen Door	1	Ea	\$50.00	\$50.00	\$70.00	\$70.00	\$800.00	\$800.00	\$15.00	\$15.00	\$10.00	\$10.00	\$15.00	\$15.00	\$38.50	\$38.50	\$121.00	\$121.00	\$25.00	\$25.00	\$40.00	\$40.00		
#4-5	Replace Metal Screen Door (requires welding)	1	Ea	\$300.00	\$300.00	\$165.00	\$165.00	\$1,000.00	\$1,000.00	\$180.00	\$180.00	\$150.00	\$150.00	\$170.00	\$170.00	\$475.00	\$475.00	\$324.00	\$324.00	\$145.00	\$145.00	\$250.00	\$250.00		
#4-6	Replace Hollow Core Slab	1	Ea	\$60.00	\$60.00	\$60.00	\$60.00	\$1,000.00	\$1,000.00	\$62.00	\$62.00	\$50.00	\$50.00	\$65.00	\$65.00	\$135.00	\$135.00	\$198.00	\$198.00	\$75.00	\$75.00	\$55.00	\$55.00		
#4-7	Replace Pre-Hung Hollow Core	1	Ea	\$75.00	\$75.00	\$95.00	\$95.00	\$1,000.00	\$1,000.00	\$75.00	\$75.00	\$50.00	\$50.00	\$75.00	\$75.00	\$75.00	\$75.00	\$198.00	\$198.00	\$96.00	\$96.00	\$55.00	\$55.00		
#4-8	Repair Closet Doors (Bi-Fold Doors)	1	Ea	\$60.00	\$60.00	\$50.00	\$50.00	\$800.00	\$800.00	\$30.00	\$30.00	\$10.00	\$10.00	\$25.00	\$25.00	\$60.00	\$60.00	\$86.00	\$86.00	\$45.00	\$45.00	\$55.00	\$55.00		
#4-9	Replace Patio Sliding Glass Door	1	Ea	\$250.00	\$250.00	\$225.00	\$225.00	\$800.00	\$800.00	\$50.00	\$50.00	\$20.00	\$20.00	\$70.00	\$70.00	\$825.00	\$825.00	\$113.00	\$113.00	\$125.00	\$125.00	\$175.00	\$175.00		
#4-10	Replace Sliding Glass Door Rollers	1	set	\$85.00	\$85.00	\$25.00	\$25.00	\$1,000.00	\$1,000.00	\$5.00	\$5.00	\$15.00	\$15.00	\$5.00	\$5.00	\$175.00	\$175.00	\$69.00	\$69.00	\$50.00	\$50.00	\$40.00	\$40.00		
#4-11	Replace Pocket Doors	1	Ea	\$80.00	\$80.00	\$115.00	\$115.00	\$800.00	\$800.00	\$30.00	\$30.00	\$10.00	\$10.00	\$30.00	\$30.00	\$75.00	\$75.00	\$286.00	\$286.00	\$69.00	\$69.00	\$125.00	\$125.00		
#4-12	Replace Patio Door Locks (Non-keyed)	1	Ea	\$25.00	\$25.00	\$39.00	\$39.00	\$600.00	\$600.00	\$20.00	\$20.00	\$10.00	\$10.00	\$22.00	\$22.00	\$38.50	\$38.50	\$137.00	\$137.00	\$20.00	\$20.00	\$20.00	\$20.00		
#4-13	Replace Closet Door Hardware	1	Ea	\$25.00	\$25.00	\$15.00	\$15.00	\$600.00	\$600.00	\$19.00	\$19.00	\$5.00	\$5.00	\$18.00	\$18.00	\$38.50	\$38.50	\$65.00	\$65.00	\$25.00	\$25.00	\$20.00	\$20.00		
#4-14	Replace Privacy Locks/Keyless deadbolt	1	Ea	\$30.00	\$30.00	\$39.00	\$39.00	\$500.00	\$500.00	\$19.00	\$19.00	\$10.00	\$10.00	\$18.00	\$18.00	\$38.50	\$38.50	\$65.00	\$65.00	\$15.00	\$15.00	\$20.00	\$20.00		
#4-15	Replace Passage/Privacy Knobs	1	Ea	\$20.00	\$20.00	\$15.60	\$15.60	\$500.00	\$500.00	\$19.00	\$19.00	\$10.00	\$10.00	\$18.00	\$18.00	\$38.50	\$38.50	\$25.30	\$25.30	\$10.00	\$10.00	\$20.00	\$20.00		
#4-16	Replace Peep holes	1	Ea	\$20.00	\$20.00	\$10.00	\$10.00	\$500.00	\$500.00	\$5.00	\$5.00	\$10.00	\$10.00	\$5.00	\$5.00	\$38.50	\$38.50	\$15.20	\$15.20	\$5.00	\$5.00	\$25.00	\$25.00		
#4-17	Replace Kick plates	1	Ea	\$20.00	\$20.00	\$10.00	\$10.00	\$500.00	\$500.00	\$12.00	\$12.00	\$5.00	\$5.00	\$15.00	\$15.00	\$38.50	\$38.50	\$25.30	\$25.30	\$10.00	\$10.00	\$15.00	\$15.00		
#4-18	Replace Door Closures	1	Ea	\$20.00	\$20.00	\$20.00	\$20.00	\$800.00	\$800.00	\$8.00	\$8.00	\$10.00	\$10.00	\$10.00	\$10.00	\$38.50	\$38.50	\$29.10	\$29.10	\$5.00	\$5.00	\$20.00	\$20.00		
#4-19	Replace Striker Assemblies	1	set	\$20.00	\$20.00	\$10.00	\$10.00	\$800.00	\$800.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00	\$38.50	\$38.50	\$26.60	\$26.60	\$8.00	\$8.00	\$25.00	\$25.00		
#4-20	Replace Hinges	1	set	\$30.00	\$30.00	\$10.00	\$10.00	\$500.00	\$500.00	\$13.00	\$13.00	\$10.00	\$10.00	\$15.00	\$15.00	\$18.50	\$18.50	\$25.30	\$25.30	\$10.00	\$10.00	\$15.00	\$15.00		
#4-21	Replace Door Jambs	1	Ea	\$95.00	\$95.00	\$60.00	\$60.00	\$500.00	\$500.00	\$82.00	\$82.00	\$50.00	\$50.00	\$95.00	\$95.00	\$175.00	\$175.00	\$172.00	\$172.00	\$97.00	\$97.00	\$95.00	\$95.00		

#4-22	Replace Moldings/Trim Casing	1	If	\$4.00	\$4.00	\$1.86	\$1.86	\$12.50	\$12.50	\$5.10	\$5.10	\$5.00	\$5.00	\$5.00	\$5.00	\$4.50	\$4.50	\$141.00	\$141.00	\$4.65	\$4.65	\$275.00	\$275.00
#4-23	Install Thresholds	1	Ea	\$30.00	\$30.00	\$39.00	\$39.00	\$500.00	\$500.00	\$15.00	\$15.00	\$20.00	\$20.00	\$18.00	\$18.00	\$135.00	\$135.00	\$105.00	\$105.00	\$20.00	\$20.00	\$25.00	\$25.00
#4-24	Install Weather-stripping	1	Ea	\$30.00	\$30.00	\$15.00	\$15.00	\$500.00	\$500.00	\$15.00	\$15.00	\$15.00	\$15.00	\$18.00	\$18.00	\$38.50	\$38.50	\$88.00	\$88.00	\$35.00	\$35.00	\$20.00	\$20.00
5																							
#5-1	Install Door sweeps	1	Ea	\$25.00	\$25.00	\$15.00	\$15.00	\$500.00	\$500.00	\$20.00	\$20.00	\$13.00	\$13.00	\$15.00	\$15.00	\$38.50	\$38.50	\$39.30	\$39.30	\$10.00	\$10.00	\$20.00	\$20.00
#5-2	Replace Shower Glass Doors	1	Ea	\$75.00	\$75.00	\$200.00	\$200.00	\$1,000.00	\$1,000.00	\$40.00	\$40.00	\$2.00	\$2.00	\$25.00	\$25.00	\$85.00	\$85.00	\$85.00	\$85.00	\$30.00	\$30.00	\$75.00	\$75.00
#5-3	Install Wrap Around Door Security Plate	1	Ea	\$30.00	\$30.00	\$40.00	\$40.00	\$800.00	\$800.00	\$10.00	\$10.00	\$5.00	\$5.00	\$10.00	\$10.00	\$38.50	\$38.50	\$21.60	\$21.60	\$15.00	\$15.00	\$25.00	\$25.00
#5-4	Replace Striker Plates	1	Ea	\$15.00	\$15.00	\$8.00	\$8.00	\$800.00	\$800.00	\$6.00	\$6.00	\$5.00	\$5.00	\$8.00	\$8.00	\$18.50	\$18.50	\$12.70	\$12.70	\$9.00	\$9.00	\$15.00	\$15.00
#5-5	Install/Reverse Refrigerator Doors	1	Ea	\$50.00	\$50.00	\$45.00	\$45.00	\$800.00	\$800.00	\$5.00	\$5.00	\$2.00	\$2.00	\$5.00	\$5.00	\$135.00	\$135.00	\$45.30	\$45.30	\$20.00	\$20.00	\$35.00	\$35.00
6																							
#6-1	Replace Window Pane	1	Ea	\$40.00	\$40.00	\$39.00	\$39.00	\$1,100.00	\$1,100.00	\$45.00	\$45.00	\$30.00	\$30.00	\$40.00	\$40.00	\$225.00	\$225.00	\$97.00	\$97.00	\$45.00	\$45.00	\$35.00	\$35.00
#6-2	Replace Window Screen	1	Ea	\$30.00	\$30.00	\$15.60	\$15.60	\$1,000.00	\$1,000.00	\$35.00	\$35.00	\$25.00	\$25.00	\$40.00	\$40.00	\$18.50	\$18.50	\$35.50	\$35.50	\$55.00	\$55.00	\$30.00	\$30.00
#6-3	Install Security Latches	1	Ea	\$15.00	\$15.00	\$10.00	\$10.00	\$800.00	\$800.00	\$5.00	\$5.00	\$5.00	\$5.00	\$8.00	\$8.00	\$18.50	\$18.50	\$40.50	\$40.50	\$10.00	\$10.00	\$15.00	\$15.00
#6-4	Replace Window locks	1	set	\$15.00	\$15.00	\$10.00	\$10.00	\$800.00	\$800.00	\$10.00	\$10.00	\$5.00	\$5.00	\$12.00	\$12.00	\$18.50	\$18.50	\$55.70	\$55.70	\$5.00	\$5.00	\$15.00	\$15.00
#6-5	Replace Window Balancers	1	set	\$40.00	\$40.00	\$25.00	\$25.00	\$800.00	\$800.00	\$20.00	\$20.00	\$20.00	\$20.00	\$22.00	\$22.00	\$75.00	\$75.00	\$62.00	\$62.00	\$25.00	\$25.00	\$40.00	\$40.00
#6-6	Install Window Trim/Casing	1	If	\$10.00	\$10.00	\$1.56	\$1.56	\$8.50	\$8.50	\$4.50	\$4.50	\$5.00	\$5.00	\$5.00	\$5.00	\$4.50	\$4.50	\$1.30	\$1.30	\$4.65	\$4.65	\$4.00	\$4.00
#6-7	Replacing Glazing	1	If	\$10.00	\$10.00	\$1.50	\$1.50	\$16.00	\$16.00	\$4.00	\$4.00	\$2.00	\$2.00	\$5.00	\$5.00	\$2.75	\$2.75	\$1.00	\$1.00	\$4.15	\$4.15	\$15.00	\$15.00
#6-8	Install Vertical Blinds	1	Ea	\$50.00	\$50.00	\$45.00	\$45.00	\$800.00	\$800.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$48.50	\$48.50	\$26.60	\$26.60	\$25.00	\$25.00	\$4.00	\$4.00
#6-9	Install Mini Blinds and Center Brackets	1	Ea	\$20.00	\$20.00	\$35.00	\$35.00	\$800.00	\$800.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$38.50	\$38.50	\$26.60	\$26.60	\$20.00	\$20.00	\$20.00	\$20.00
7																							
#7-1	Replace drywall up to (2x2) Sheet	1	Ea	\$50.00	\$50.00	\$25.00	\$25.00	\$500.00	\$500.00	\$70.00	\$70.00	\$50.00	\$50.00	\$70.00	\$70.00	\$175.00	\$175.00	\$27.80	\$27.80	\$65.00	\$65.00	\$45.00	\$45.00
#7-2	Replace drywall up to 4 X 4 Sheet	1	Ea	\$75.00	\$75.00	\$35.00	\$35.00	\$600.00	\$600.00	\$95.00	\$95.00	\$50.00	\$50.00	\$100.00	\$100.00	\$350.00	\$350.00	\$25.70	\$25.70	\$89.00	\$89.00	\$55.00	\$55.00
#7-3	Replace drywall up to (4x8) Sheet	1	Ea	\$100.00	\$100.00	\$60.00	\$60.00	\$800.00	\$800.00	\$128.00	\$128.00	\$75.00	\$75.00	\$125.00	\$125.00	\$650.00	\$650.00	\$22.80	\$22.80	\$145.00	\$145.00	\$85.00	\$85.00
#7-4	Replace Hardi/Durarock up to (3x5)1 Sheet	1	Ea	\$75.00	\$75.00	\$70.00	\$70.00	\$800.00	\$800.00	\$40.00	\$40.00	\$10.00	\$10.00	\$35.00	\$35.00	\$175.00	\$175.00	\$23.80	\$23.80	\$59.00	\$59.00	\$45.00	\$45.00
#7-5	Replace Baseboard/Trim (Wood)	1	If	\$2.00	\$2.00	\$2.34	\$2.34	\$12.50	\$12.50	\$4.50	\$4.50	\$5.00	\$5.00	\$4.50	\$4.50	\$4.50	\$4.50	\$1.60	\$1.60	\$4.65	\$4.65	\$275.00	\$275.00
#7-6	Replace trim – Quarter Round or Shoe Mold	1	If	\$3.00	\$3.00	\$1.56	\$1.56	\$12.00	\$12.00	\$1.80	\$1.80	\$2.00	\$2.00	\$2.00	\$2.00	\$4.35	\$4.35	\$1.30	\$1.30	\$3.75	\$3.75	\$175.00	\$175.00
#7-7	Replace Rubber Cove base	1	If	\$3.00	\$3.00	\$1.50	\$1.50	\$14.00	\$14.00	\$2.00	\$2.00	\$1.00	\$1.00	\$2.00	\$2.00	\$4.50	\$4.50	\$1.30	\$1.30	\$2.45	\$2.45	\$1.50	\$1.50
#7-8	Replace Fir downs	1	If	\$25.00	\$25.00	\$4.00	\$4.00	\$16.00	\$16.00	\$17.00	\$17.00	\$1.00	\$1.00	\$20.00	\$20.00	No Bid	No Bid	\$22.80	\$22.80	\$25.00	\$25.00	\$25.00	\$25.00
8																							
#8-1	Apply Monterrey Drag	1	sq. ft.	\$3.00	\$3.00	\$1.56	\$1.56	\$15.00	\$15.00	\$4.90	\$4.90	\$3.00	\$3.00	\$5.00	\$5.00	\$0.60	\$0.60	\$3.80	\$3.80	\$4.35	\$4.35	\$425.00	\$425.00
#8-2	Apply Orange Peel	1	sq. ft.	\$3.00	\$3.00	\$1.45	\$1.45	\$15.00	\$15.00	\$4.90	\$4.90	\$3.00	\$3.00	\$5.00	\$5.00	\$0.42	\$0.42	\$3.70	\$3.70	\$3.95	\$3.95	\$4.00	\$4.00
#8-3	Apply Sand Texture	1	sq. ft.	\$3.00	\$3.00	\$1.25	\$1.25	\$17.00	\$17.00	\$4.90	\$4.90	\$3.00	\$3.00	\$5.00	\$5.00	\$0.42	\$0.42	\$3.60	\$3.60	\$3.95	\$3.95	\$4.00	\$4.00
#8-4	Apply Acoustical (popcorn)	1	sq. ft.	\$4.00	\$4.00	\$4.00	\$4.00	\$13.00	\$13.00	\$4.90	\$4.90	\$2.00	\$2.00	\$5.00	\$5.00	\$2.15	\$2.15	\$3.20	\$3.20	\$3.95	\$3.95	\$525.00	\$525.00
#8-5	Re-Grout Shower Walls	1	sq. ft	\$5.00	\$5.00	\$3.12	\$3.12	\$13.00	\$13.00	\$3.40	\$3.40	\$10.00	\$10.00	\$3.50	\$3.50	\$4.25	\$4.25	\$19.00	\$19.00	\$4.25	\$4.25	\$625.00	\$625.00
#8-6	Install Wall Insulation	1	sq. ft	\$3.00	\$3.00	\$1.33	\$1.33	\$15.00	\$15.00	\$2.00	\$2.00	\$0.50	\$0.50	\$2.50	\$2.50	\$18.00	\$18.00	\$3.90	\$3.90	\$1.50	\$1.50	\$725.00	\$725.00
#8-7	Repair Concrete Wall	1	sq. ft	\$20.00	\$20.00	\$4.25	\$4.25	\$20.00	\$20.00	\$30.00	\$30.00	\$10.00	\$10.00	\$25.00	\$25.00	\$45.00	\$45.00	\$8.80	\$8.80	\$10.00	\$10.00	\$17.00	\$17.00
9																							
#9-1	Install Vent-a-Hoods*	1	Ea	\$50.00	\$50.00	\$101.40	\$101.40	\$1,000.00	\$1,000.00	\$40.00	\$40.00	\$25.00	\$25.00	\$40.00	\$40.00	\$65.00	\$65.00	\$232.90	\$232.90	\$19.50	\$19.50	\$40.00	\$40.00
#9-2	Install Fluorescent Fixtures*	1	Ea	\$50.00	\$50.00	\$54.60	\$54.60	\$600.00	\$600.00	\$45.00	\$45.00	\$20.00	\$20.00	\$45.00	\$45.00	\$85.00	\$85.00	\$251.80	\$251.80	\$24.50	\$24.50	\$55.00	\$55.00
#9-3	Install Exterior Fixtures*	1	Ea	\$35.00	\$35.00	\$54.60	\$54.60	\$600.00	\$600.00	\$25.00	\$25.00	\$20.00	\$20.00	\$25.00	\$25.00	\$38.50	\$38.50	\$264.50	\$264.50	\$15.00	\$15.00	\$25.00	\$25.00
#9-4	Install Interior Lighting Fixtures*	1	Ea	\$35.00	\$35.00	\$54.60	\$54.60	\$600.00	\$600.00	\$28.00	\$28.00	\$25.00	\$25.00	\$25.00	\$25.00	\$38.50	\$38.50	\$201.20	\$201.20	\$19.50	\$19.50	\$30.00	\$30.00
#9-5	Install Bathroom Electrical Heater/Exhaust Fan*	1	Ea	\$35.00	\$35.00	\$54.60	\$54.60	\$800.00	\$800.00	\$30.00	\$30.00	\$10.00	\$10.00	\$35.00	\$35.00	\$208.00	\$208.00	\$258.20	\$258.20	\$35.00	\$35.00	\$35.00	\$35.00
#9-6	Replace Switches/Receptacles/GFCI's*	1	Ea	\$15.00	\$15.00	\$54.60	\$54.60	\$1,200.00	\$1,200.00	\$17.50	\$17.50	\$10.00	\$10.00	\$18.00	\$18.00	\$38.50	\$38.50	\$124.00	\$124.00	\$17.25	\$17.25	\$15.00	\$15.00
#9-7	Replace Smoke Detector Battery powered	1	Ea	\$15.00	\$15.00	\$39.00	\$39.00	\$600.00	\$600.00	\$8.00	\$8.00	\$10.00	\$10.00	\$7.50	\$7.50	\$38.50	\$38.50	\$34.20	\$34.20	\$6.00	\$6.00	\$10.00	\$10.00
10																							
#10-1	Replace Smoke Detector Electric*	1	Ea	\$25.00	\$25.00	\$39.00	\$39.00	\$1,200.00	\$1,200.00	\$15.00	\$15.00	\$5.00	\$5.00	\$15.00	\$15.00	\$38.50	\$38.50	\$76.60	\$76.60	\$8.00	\$8.00	\$20.00	\$20.00
#10-2	Install Doorbells	1	Ea	\$20.00	\$20.00	\$20.00	\$20.00	\$800.00	\$800.00	\$5.00	\$5.00	\$5.00	\$5.00	\$8.00	\$8.00	\$38.50	\$38.50	\$113.10	\$113.10	\$5.00	\$5.00	\$25.00	\$25.00
#10-3	Install CO2 Detector	1	Ea	\$25.00	\$25.00	\$39.00	\$39.00	\$1,000.00	\$1,000.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00	\$38.50	\$38.50	\$125.30	\$125.30	\$5.00	\$5.00	\$25.00	\$25.00
11																							
#11-1	Replace Faucet (kitchen/lavatory)*	1	Ea	\$50.00	\$50.00	\$39.00	\$39.00	\$800.00	\$800.00	\$70.00	\$70.00	\$25.00	\$25.00	\$75.00	\$75.00	\$185.00	\$185.00	\$95.00	\$95.00	\$35.00	\$35.00	\$40.00	\$40.00
#11-2	Replace Sink (Kitchen)	1	Ea	\$50.00	\$50.00	\$78.00	\$78.00	\$800.00	\$800.00	\$75.00	\$75.00	\$50.00	\$50.00	\$80.00	\$80.00	\$185.00	\$185.00	\$88.00	\$88.00	\$35.00	\$35.00	\$25.00	\$25.00
#11-3	Replace Sink (Lavatory)	1	Ea	\$40.00	\$40.00	\$78.00	\$78.00	\$800.00	\$800.00	\$75.00	\$75.00	\$50.00	\$50.00	\$80.00	\$80.00	\$135.00	\$135.00	\$74.70	\$74.70	\$27.89	\$27.89	\$40.00	\$40.00



#15-2	Repair Wood Fence 6'	1	Lf	\$25.00	\$25.00	\$7.00	\$7.00	\$50.00	\$50.00	\$10.00	\$10.00	\$2.00	\$2.00	\$5.00	\$5.00	\$18.75	\$18.75	\$9.50	\$9.50	\$15.00	\$15.00	\$30.00	\$30.00
#15-3	Install Mailbox to unit	1	Ea	\$30.00	\$30.00	\$35.00	\$35.00	\$600.00	\$600.00	\$5.00	\$5.00	\$1.00	\$1.00	\$5.00	\$5.00	\$38.50	\$38.50	\$25.30	\$25.30	\$10.00	\$10.00	\$10.00	\$10.00
#15-4	Install stair tread	1	Ea	\$15.00	\$15.00	\$65.00	\$65.00	\$600.00	\$600.00	\$15.00	\$15.00	\$5.00	\$5.00	\$10.00	\$10.00	\$38.50	\$38.50	\$45.60	\$45.60	\$15.00	\$15.00	\$15.00	\$15.00
#15-5	Install stair riser	1	Ea	\$15.00	\$15.00	\$70.00	\$70.00	\$800.00	\$800.00	\$15.00	\$15.00	\$5.00	\$5.00	\$10.00	\$10.00	\$38.50	\$38.50	\$45.60	\$45.60	\$15.00	\$15.00	\$15.00	\$15.00
#15-6	Install stair nosing	1	Ea	\$15.00	\$15.00	\$20.00	\$20.00	\$600.00	\$600.00	\$15.00	\$15.00	\$5.00	\$5.00	\$10.00	\$10.00	\$38.50	\$38.50	\$45.60	\$45.60	\$20.00	\$20.00	\$15.00	\$15.00
#15-7	Paint Exterior Handrails	1	Lf	\$25.00	\$25.00	\$3.75	\$3.75	\$15.00	\$15.00	\$15.00	\$15.00	\$20.00	\$20.00	\$15.00	\$15.00	\$8.85	\$8.85	\$24.10	\$24.10	\$12.50	\$12.50	\$25.00	\$25.00
#15-8	Install closet/pantry shelves	1	Ea	\$20.00	\$20.00	\$23.40	\$23.40	\$800.00	\$800.00	\$25.00	\$25.00	\$1.00	\$1.00	\$20.00	\$20.00	\$38.50	\$38.50	\$63.30	\$63.30	\$25.00	\$25.00	\$20.00	\$20.00
#15-9	Install handrail brackets	1	Ea	\$25.00	\$25.00	\$23.40	\$23.40	\$500.00	\$500.00	\$20.00	\$20.00	\$5.00	\$5.00	\$15.00	\$15.00	\$38.50	\$38.50	\$44.30	\$44.30	\$25.00	\$25.00	\$25.00	\$25.00
#15-10	Install closet rods and associated hardware	1	Ea	\$20.00	\$20.00	\$23.40	\$23.40	\$500.00	\$500.00	\$10.00	\$10.00	\$10.00	\$10.00	\$15.00	\$15.00	\$38.50	\$38.50	\$45.60	\$45.60	\$25.00	\$25.00	\$20.00	\$20.00
#15-11	Install grab bars to include reinforcement studs if applicable	1	Ea	\$75.00	\$75.00	\$78.00	\$78.00	\$800.00	\$800.00	\$25.00	\$25.00	\$10.00	\$10.00	\$25.00	\$25.00	\$450.00	\$450.00	\$67.10	\$67.10	\$129.00	\$129.00	\$75.00	\$75.00
#15-12	Install Chain Link Fence 4'	1	Lf	\$35.00	\$35.00	\$12.00	\$12.00	\$40.00	\$40.00	\$5.00	\$5.00	\$1.00	\$1.00	\$5.00	\$5.00	No Bid	No Bid	\$9.50	\$9.50	\$12.50	\$12.50	\$25.00	\$25.00
#15-13	Repair chain link fence 4'	1	Lf	\$30.00	\$30.00	\$7.00	\$7.00	\$60.00	\$60.00	\$5.00	\$5.00	\$1.00	\$1.00	\$5.00	\$5.00	No Bid	No Bid	\$9.50	\$9.50	\$12.50	\$12.50	\$20.00	\$20.00
#15-14	Install Chain Link Fence 3'	1	LF	\$35.00	\$35.00	\$12.00	\$12.00	\$40.00	\$40.00	\$5.00	\$5.00	\$1.00	\$1.00	\$5.00	\$5.00	No Bid	No Bid	\$9.50	\$9.50	\$12.50	\$12.50	\$25.00	\$25.00
#15-15	Repair Chain Link Fence 3'	1	Lf	\$25.00	\$25.00	\$7.00	\$7.00	\$60.00	\$60.00	\$5.00	\$5.00	\$1.00	\$1.00	\$5.00	\$5.00	No Bid	No Bid	\$9.50	\$9.50	\$12.50	\$12.50	\$20.00	\$20.00
#15-16	Paint Exterior Trim board	1	Lf	\$5.00	\$5.00	\$1.00	\$1.00	\$15.00	\$15.00	\$5.00	\$5.00	\$20.00	\$20.00	\$5.00	\$5.00	\$9.00	\$9.00	\$24.10	\$24.10	\$12.50	\$12.50	\$12.00	\$12.00
#15-17	Repair/Replace chain link top railing	1	Lf	\$15.00	\$15.00	\$3.50	\$3.50	\$25.00	\$25.00	\$5.00	\$5.00	\$1.00	\$1.00	\$2.00	\$2.00	\$18.00	\$18.00	\$9.50	\$9.50	\$10.00	\$10.00	\$15.00	\$15.00
16																							
#16-1	Replace Keyed Deadbolt	1	EA	\$25.00	\$25.00	\$39.00	\$39.00	\$500.00	\$500.00	\$19.00	\$19.00	\$10.00	\$10.00	\$20.00	\$20.00	\$38.50	\$38.50	\$69.00	\$69.00	\$10.00	\$10.00	\$15.00	\$15.00
#16-2	Replace/Install VCT	1	SF	\$2.25	\$2.25	\$2.00	\$2.00	\$15.25	\$15.25	\$2.95	\$2.95	\$3.00	\$3.00	\$3.00	\$3.00	\$2.50	\$2.50	\$2.90	\$2.90	\$3.25	\$3.25	\$245.00	\$245.00
#16-3	Replace/Install Ceramic Tile	1	SF	\$5.00	\$5.00	\$7.62	\$7.62	\$16.50	\$16.50	\$25.00	\$25.00	\$3.00	\$3.00	\$30.00	\$30.00	\$68.50	\$68.50	\$5.40	\$5.40	\$18.00	\$18.00	\$12.00	\$12.00
#16-4	Replace/Install Vinyl Flooring	1	SF	\$3.25	\$3.25	\$2.00	\$2.00	\$15.25	\$15.25	\$3.50	\$3.50	\$2.00	\$2.00	\$3.25	\$3.25	\$2.68	\$2.68	\$3.50	\$3.50	\$3.25	\$3.25	\$725.00	\$725.00
#16-5	Replacement of Underlayment	1	SF	\$5.00	\$5.00	\$1.23	\$1.23	\$12.50	\$12.50	\$2.50	\$2.50	\$3.00	\$3.00	\$2.50	\$2.50	\$2.50	\$2.50	\$4.20	\$4.20	\$3.25	\$3.25	\$525.00	\$525.00
#16-6	Replacement of Subflooring	1	SF	\$12.00	\$12.00	\$3.33	\$3.33	\$15.50	\$15.50	\$15.00	\$15.00	\$3.00	\$3.00	\$15.00	\$15.00	\$98.50	\$98.50	\$4.20	\$4.20	\$7.00	\$7.00	\$12.25	\$12.25
#16-7	Paint Exterior Wall	1	SF	\$2.00	\$2.00	\$1.28	\$1.28	\$20.00	\$20.00	\$12.00	\$12.00	\$25.00	\$25.00	\$10.00	\$10.00	\$1.96	\$1.96	\$5.70	\$5.70	\$3.65	\$3.65	\$175.00	\$175.00
<b>Total</b>				<b>\$4,995.35</b>	<b>\$5,233.14</b>	<b>\$85,328.75</b>	<b>\$3,766.72</b>	<b>\$2,382.90</b>	<b>\$3,745.70</b>	<b>\$10,654.08</b>	<b>\$10,057.75</b>	<b>\$3,662.93</b>	<b>\$9,412.35</b>										



# Make Ready Services For Public Housing

Procurement Process

## Procurement Process

# Solicitation Process

On February 10, 2023, Opportunity Home issued an “Invitation for Bids” (IFB) #2212-5371 for **Make Ready Services for Public Housing**, which closed on March 3, 2023.

IFB was published on multiple websites

Directly solicited to 121 vendors

Ten bids were received

### Evaluation criteria included:

- Purchase price
- Reputation of the bidder and their goods or services, including past performance
- Quality of the goods or services
- Extent to which the goods or services meet Opportunity Home’s needs
- Total long term cost
- Any relevant criteria contained within the solicitation document

Staff is recommending contract award to **the six lowest, cost qualified respondents**. They were all deemed qualified to perform the services and it is anticipated the services from these contractors will meet Opportunity Home’s current make-ready needs.

## Procurement Process

# Financial Impact

The current award recommendation for Make Ready Services for Public Housing is not expected to exceed an annual cumulative amount of **\$3,000,000.**

**Award includes pricing for Make Ready Services for Public Housing**

**BOARD OF COMMISSIONERS  
Operations and Real Estate Committee Meeting**

**RESOLUTION 6346, AUTHORIZING THE AWARD OF A CONTRACT FOR DISASTER RESTORATION AND EMERGENCY RECOVERY SERVICES TO GERLOFF COMPANY, INC. THROUGH THE INTERLOCAL PURCHASING SYSTEM (TIPS) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$10,000,000; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO TWO ADDITIONAL ONE-YEAR TERMS**

DocuSigned by:  
*Ed Hinojosa Jr*  
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**Ed Hinojosa, Jr.**  
President and CEO

DocuSigned by:  
*George Ayala*  
23FA86PCE9954A7...  
**George Ayala**  
Director of Procurement

DocuSigned by:  
*Hector Martinez*  
ABBB9B06737A4D3...  
**Hector Martinez**  
Director of Construction Services and Sustainability

**REQUESTED ACTION:**

Consideration and appropriate action regarding Resolution 6346, authorizing the award of a contract for disaster restoration and emergency recovery services to Gerloff Company, Inc. through The Interlocal Purchasing System (TIPS) for an annual cumulative amount not to exceed \$10,000,000; for a period of one year with the option to renew up to two additional one-year terms.

**SUMMARY:**

Opportunity Home requires the services of a contractor that is available 24 hours a day, 365 days a year, to respond quickly to any general disaster that may require disaster mitigation services and restoration reconstruction services, including but not limited to, fire, smoke, and water damage recovery, water extraction and moisture control, heating ventilation and air conditioning (HVAC) decontamination and cleaning, microbial remediation, equipment recovery and restoration, demolition, and full reconstruction services with the ability to provide turn key services. The contractor will work closely with Opportunity home and our insurance carriers as needed for the insurance claims process for the best plan for restoration.

The cost for disaster services is generally funded through insurance proceeds, and/or available reserves to cover out of pocket expenses such as deductibles, services under deductible amount, and where there may be a gap in insurance coverage versus the cost to fix. Opportunity Home currently has three significant claims to cover at this time, Burning Tree burned units, Matt Garcia burned units, and Blanco Apartments burned units, estimated at \$6 million.

HUD encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. Purchasing Cooperatives assign a lead agency for its solicitations to ensure that competitive bid requirements for most state and local government agencies are followed; therefore, Opportunity Home is not required to issue its own competitive solicitation in cases where the use of available contracts is appropriate and in accordance with Opportunity Home’s procurement policies.

**Opportunity Home San Antonio****April 19, 2023**

The Interlocal Purchasing System (TIPS) is a national purchasing cooperative commissioned by the Texas State Legislature. TIPS is housed at and managed by the Region 8 Education Service Center, a public governmental entity located in Pittsburg, Texas, and is the Lead Agency for TIPS. Once the lead public agency has awarded a contract with the supplier, participating Public Agencies in need of similar products and services are able to make purchases through the TIPS contracts. This ensures that the same terms and conditions of the lead agency's awarded contract apply to the participants. Opportunity Home is currently a member of TIPS and may utilize contracts awarded by this cooperative purchasing program.

On May 5, 2022, Region 8 Education Service Center issued RFP#220501 for Disaster Restoration and Emergency Recovery Services (goods and non-construction services) and RFP# 220502 for Disaster Restoration and Emergency Recovery Services Part 2 with JOC (public works/construction services) that closed on June 17, 2022. The Gerloff Company, Inc. was awarded contracts #22050101 and #22050102 that were effective July 31, 2022, for a period of two years with the option to renew up to two additional one-year terms. Opportunity Home is requesting approval to utilize the services under these awarded contracts for a period of one year with the option to renew up to two additional one-year terms.

**COMPANY PROFILE:**

The Gerloff Company was founded in 1985 and is headquartered in San Antonio, Texas, with a field office located in Austin, Texas. They are a family-owned and operated fire and water restoration company available 24 hours a day, 7 days a week. They are equipped to handle any type of residential or commercial project. Their services include fire and water restoration, water extraction/mitigation, contents cleaning, structural cleaning/deodorization, specialized demolition, fire investigation assistance/investigation lab, contents/evidence storage, and emergency preparedness planning. Gerloff is also licensed as a General Contractor and is capable of performing any type of structural repairs that may be needed.

**PRIOR AWARDS:**

Gerloff has received prior awards from Opportunity Home for disaster restoration clean up services and performed satisfactorily under all awarded projects.

**STRATEGIC OUTCOMES:**

Opportunity Home residents have a sufficient supply of affordable housing options.  
Opportunity Home's residents live in quality affordable housing.

**CONTRACT OVERSIGHT**

Contract oversight will be provided by Hector Martinez, Director of Construction Services and Sustainability, and Jennifer Dominguez, Senior Risk Manager, who will monitor the vendor's adherence to contract requirements and performance.

**ATTACHMENTS:**

Resolution 6346  
Procurement Process

**Opportunity Home San Antonio  
Resolution 6346**

**RESOLUTION 6346, AUTHORIZING THE AWARD OF A CONTRACT FOR DISASTER RESTORATION AND EMERGENCY RECOVERY SERVICES TO GERLOFF COMPANY, INC. THROUGH THE INTERLOCAL PURCHASING SYSTEM (TIPS) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$10,000,000; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO TWO ADDITIONAL ONE-YEAR TERMS**

**WHEREAS**, Opportunity Home requires the services of a contractor that is available 24 hours a day, 365 days a year, to respond quickly to any general disaster that may require disaster mitigation services and restoration reconstruction services; and

**WHEREAS**, HUD encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. Opportunity Home is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with Opportunity Home's procurement policies. Opportunity Home is currently a member of The Interlocal Purchasing System (TIPS) and may utilize contracts awarded by this cooperative purchasing program; and

**WHEREAS**, on May 5, 2022, Region 8 Education Service Center, lead Agency for TIPS issued RFP#220501 for Disaster Restoration and Emergency Recovery Services (goods and non-construction services) and RFP# 220502 for Disaster Restoration and Emergency Recovery Services Part 2 with JOC (public works/construction services) that closed on June 17, 2022. The Gerloff Company, Inc. was awarded contracts #22050101 and #22050102 that were effective July 31, 2022, for a period of two years with the option to renew up to two additional one-year terms; and

**WHEREAS**, Opportunity Home is requesting approval to utilize the services under these awarded contracts for a period of one year with the option to renew up to two additional one-year terms.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) Approves Resolution 6346, authorizing the award of a contract for disaster restoration and emergency recovery services to Gerloff Company, Inc. through The Interlocal Purchasing System (TIPS) for an annual cumulative amount not to exceed \$10,000,000; for a period of one year with the option to renew up to two additional one-year terms.
- 2) Authorizes the President and CEO or designee to execute all necessary documents and extensions.

**Passed and approved the 9th day of May 2023.**

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**Ana M. "Cha" Guzman**  
Chair, Board of Commissioners

**Attested and approved as to form:**

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**Ed Hinojosa, Jr.**  
President and CEO



# Disaster Restoration and Emergency Recovery Services

## Procurement Process

## Procurement Process

# Solicitation Process

HUD encourages housing authorities to utilize cooperative and interagency agreements to simplify and **expedite the procurement processes**.

Opportunity Home is **not required** to issue its own competitive solicitation in cases where the use of available contracts is appropriate and in accordance with Opportunity Home's procurement policies.

Opportunity Home is currently a member of The Interlocal Purchasing System (TIPS)

This cooperative awarded contracts for RFP# 220501 for Disaster Restoration and Emergency Recovery Services (goods and non-construction services) and RFP# 220502 for Disaster Restoration and Emergency Recovery Services Part 2 with JOC (public works/construction services) that closed on June 17, 2022. The Gerloff Company, Inc. was awarded contracts #22050101 and 22050102 that were effective July 31, 2022, for a period of two years with the option to renew up to two additional one-year terms.

**Staff is recommending a contract award to Gerloff Company, Inc.** They have performed satisfactorily on all previously awarded projects.

## Procurement Process

# Financial Impact

The current award recommendation for Disaster Restoration and Emergency Recovery Services is not expected to exceed an annual cumulative amount of **\$10,000,000.**

**The cost for disaster services is generally funded through insurance proceeds, and/or available reserves.**

**Opportunity Home currently has three significant claims to cover at this time, estimated at \$6 million.**

# COSA HOUSING BOND

## Update and Discussion

**Timothy Alcott**

Chief Legal and Real Estate Officer



**Brandee Perez**

Chief Operating Officer

# Agenda

**Housing Bond  
Categories**

**Timeline**

**Evaluation Criteria**

**Projects Submitted**

## Housing Bond

# Categories and Amounts

**\$45M**

Homeownership  
Rehabilitation  
and Preservation

**\$40M**

Rental Housing Acquisition,  
Rehabilitation and  
Preservation

**\$35M**

Rental Housing  
Production and  
Acquisition

**\$25M**

Housing with  
Permanent Onsite  
Supportive Services

**\$5M**

Homeownership  
Production

# RFP Timeline

**Feb. 3**

RFP Release

**Feb. 16**

Pre-submittal Conference

**March 1**

Final Questions  
Accepted

**March 20**

Proposal Due

**April 4 or 5**

Interview Date



# Evaluation Criteria

- Development Experience (10 pts)
- Non-Profit Status (10 pts)
- Gap Request, Project Readiness and Underwriting Review (15 pts)
- Property Improvements and Construction Priorities, Timeline, Sustainability, Equity and Location (10 pts)
- Displacement, Temporary Relocation Plan and Resident Protections, and Amenities/Resident Services (5 pts)
- Affordability (25 pts)
- Small Business Economic Development Advocacy Program (10 pts)
- Local Preference Ordinance (up to 10 pts)
- Veteran-Owned Small Business Preference Program (5 pts)

**Proposed Projects**

# Rental Housing Acquisition, Rehabilitation and Preservation

**\$2.8M**

Villa de Valencia Rehab project

**\$2.5M**

Victoria Plaza Roof Replacement

**\$2.5M**

Ravello Rehab project

**\$2.5M**

Midcrowne Rehab project

**All costs are estimates.**

Proposed Projects

# Rental Housing Production and Acquisition

Estimated cost of

**\$9.8M**

for Snowden

Proposed Projects

# Homeownership Production

Westside Redevelopment Initiative



# QUESTIONS?





# Operations Report

## Fiscal Year 2022-2023

### Q1-Q3: Jul 2022 - Mar 2023

# Operations Report

## Purpose

The Operations Report will cover all major aspects of **operating activities** for the operations departments, including occupancy, voucher utilization, and housing conditions. The report will also measure resident satisfaction and **resident engagement** at various levels.

### Departments

Will report on all Operations Departments: Assisted Housing Programs (AHP), Public Housing (PH), Operations Support, Community Development Initiatives (CDI), and Beacon Communities

### Preparation

Will be prepared by the Operations Support Department in collaboration with Policy and Planning on a quarterly basis

### Measurements

Although Opportunity Home is not required to adhere to industry-standard measurements such as Section 8 Management Assessment Program (SEMAP) and Public Housing Assessment Systems (PHAS) due to its Moving-to-Work (MTW) agency status, this report has adopted indicators that are applicable to our agency.

# Occupancy and Utilization

## Voucher Programs

Voucher utilization has remained steady over the last year, decreasing by 1% since July 2022.

\*Utilization is based on the total number of Housing Choice Vouchers the organization is obligated to serve under its MTW agreement. As of March 2023, MTW ACC count is at 12,141.

## Public Housing

The occupancy rate remained steady around 95% from July 2022 to January 2023, at which time, 185 units at the newly re-constructed Victoria Plaza were not re-approved for HUD's "offline" status and significantly reduced utilization. Lease up for these units will begin prior to July 2023.

\*As of March 2023, total unit count is at 6,070.

## Beacon Communities

The occupancy rate has remained steady over the last year, decreasing by 1% since July 2022.

\*As of March 2023, total unit count is at 3,821.

**Data Sources** | Elite Unit Monthly Lease Report, PIC Unit Occupancy Report, Yardi Rent Roll

# 88.6%

The average utilization and occupancy of voucher programs, Public Housing, and Beacon Communities for Q3

## Voucher Programs

# 88.55%

## Public Housing

# 90.52%

## Beacon Communities

# 85.70%



# Housing Quality Conditions

# 85%

The monthly average Public Housing REAC scores and passed HCV Housing Quality Standards (HQS) inspections for Q3

**Voucher Programs**

**91.94%**

**Public Housing**

**75.00%**

The Voucher Programs percentage represents **the number of passed annual HQS inspections**. In the future, a breakdown will be provided of passed annual inspections for private market landlords that Opportunity Home partners with as well as for HCV units located at Beacon Communities.

The Public Housing percentage represents **REAC inspection scores for all units**. In order to account for the scores in all units, the percentage above includes some prior-year REAC scores for exempt properties. A score in the 80s exempts a property from undergoing another REAC inspection for **two years**, while a score in the 90s exempts a property for **three years**.

Future reports will include REAC scores for applicable Beacon Communities.

**Data Sources** | Inspection Status Report, REAC Scores Spreadsheet

# Waitlist Overview

98,230

The total number of applicants on the Housing Choice Voucher Program, Project-Based Voucher (PBV) Program, Moderate Rehabilitation (Mod-Rehab) Program, and Public Housing waitlists as of March 2023

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HCV	Public Housing	PBV	Mod-Rehab
8,889	59,384	40,845	46,706

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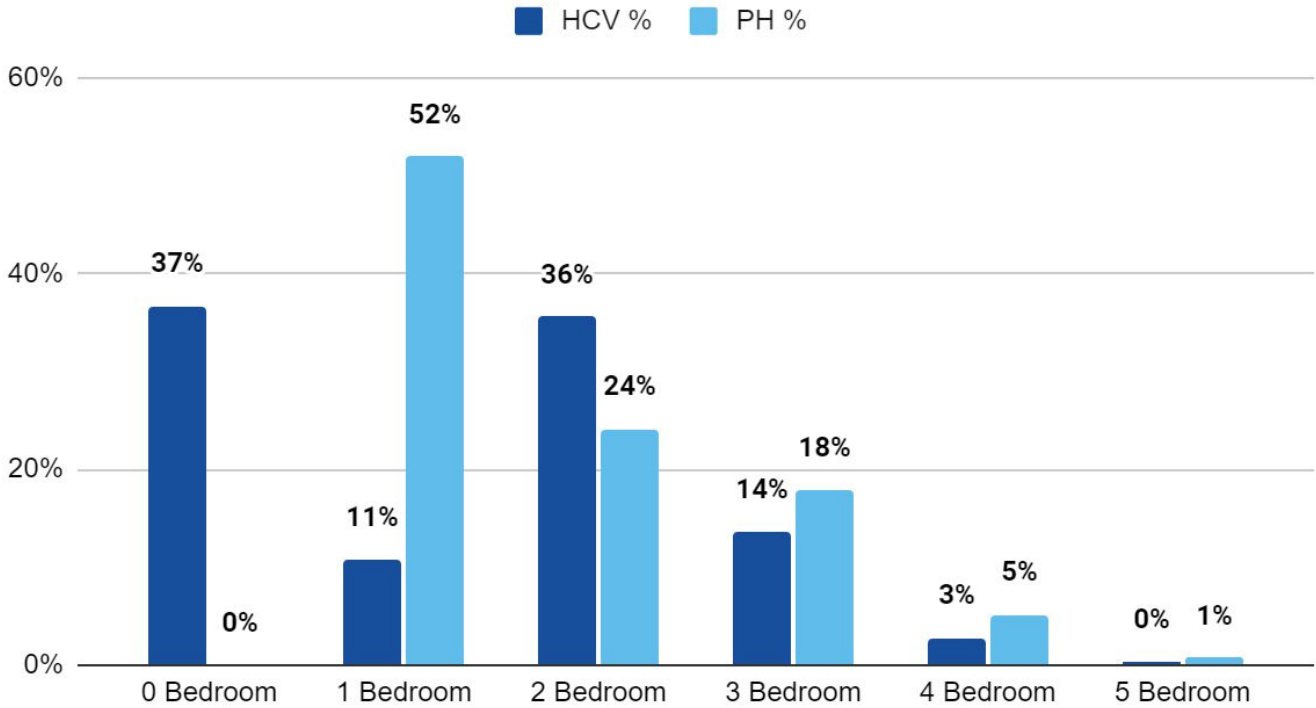
While the top number represents the **total number of applicants across all waitlists**, the breakdown by program represents the **total number of applications**. Applicants are available to apply to any open waitlist and may have multiple active applications.

In 2023, Opportunity Home will be conducting **quarterly Public Housing waitlist, PBV waitlist, and Mod-Rehab waitlist updates** to request applicants update their contact information to ensure staff are able to reach them at the time of waitlist draw. Applicants will also have the opportunity to indicate their continued interest in the program.

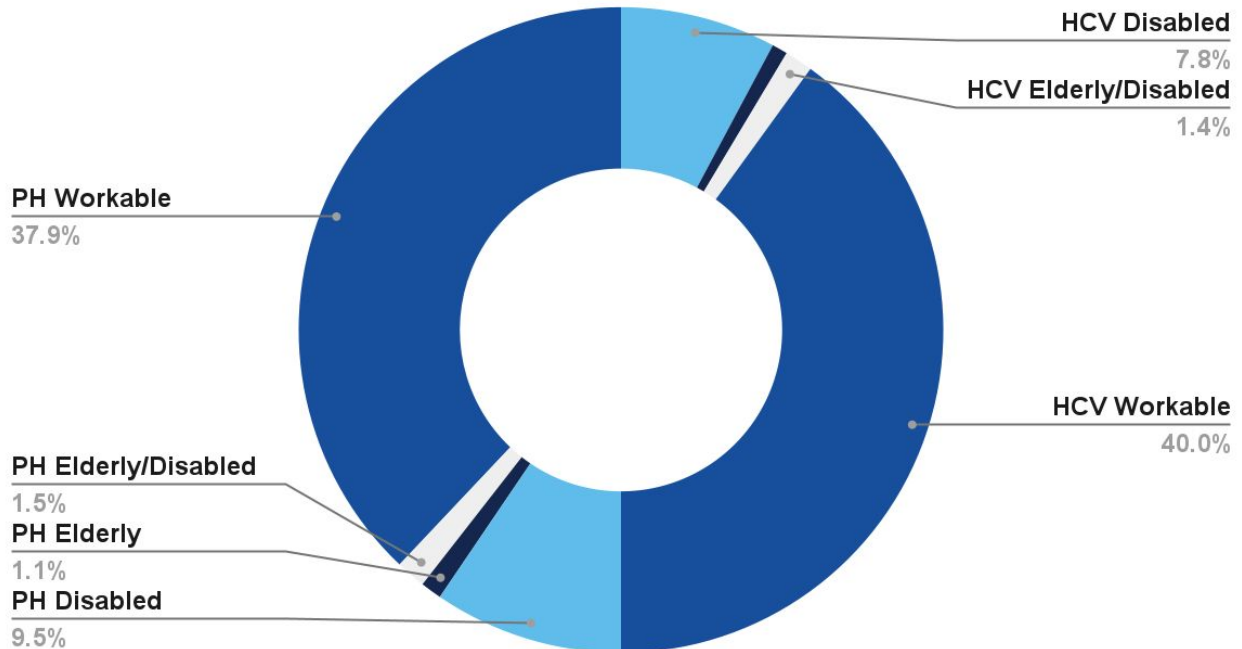
**Data Sources** | Database SQL Table -- Waitlist

# Waitlist Breakdown

## Applicants by Bedroom Size



## Applicants by Family Type



# EVOLUTION OF THE WORKPLACE

April 19, 2023

## BEFORE PANDEMIC

# The effort to “go paperless” began in 2016 through improved electronic systems and processes

Although most work was location-based, flexible work schedules were allowed based on department needs.

AT THE START OF THE PANDEMIC

# Stay Home, Work Safe

- City of San Antonio shut down and only essential workers were allowed to go into office
- Leveraged existing technology tools to establish a work-from-home environment with the exception of completing emergency work orders at our communities
- Staff were provided with equipment and WiFi hotspots for those who did not have access to at-home WiFi

apricot

**emphasys**  
SOFTWARE

Google

ORACLE®

JD EDWARDS

RingCentral

**YARDI**

## POST-PANDEMIC

# Accelerated Growth

Although work had been migrated toward a remote environment through technology changes, we faced an unprecedented transition from in-office work to working remotely.

**The evolution of the work environment went from a multi-year process to overnight.**

## Everyday Life Changed

- Grocery delivery services became available
- Curbside pickup services became widespread
- Essential services adopted digital solutions

According to a McKinsey Global Survey of executives, **54% of respondents** believe remote work is here to remain for the long term.

## POST-PANDEMIC WORK

# The New Normal

**“The hybrid work model is an opportunity to make our workplaces work for everyone” | Bravely**

- Knowledge workers and professional office workers expect high degree of flexibility
- Employees are leaving jobs without flexibility; jobs without flexibility are not getting filled
- Current trends are requiring the evaluation of what the “new” work week looks like

**In a Stanford study, remote workers were found to be 13% more productive compared to their office counterparts**

*Business.com*

- Virtual meetings have allowed for greater flexibility and more inclusivity of staff
- Commute time has transformed into productivity time
- The hybrid work model values **work-life balance**



Organization	Hybrid	Flexible Work Schedules	Modified Business Hours
HUD	✓	✓	
COSA	✓	✓	
CPS Energy	✓	✓	
SAWS	✓	✓	
Waco PHA	✓		✓
Fort Worth Housing Solutions	✓		✓
Seattle PHA	✓	✓	
Sacramento PHA	✓	✓	

# The hybrid workplace allows us to meet the needs of our residents and employees

## Retain Talent

By offering remote work as an employee benefit, we can turn **attrition into attraction**

Although staff work in-office regularly, work collaboration remains fully electronic

## Staff Investment

We are intentional about in-person gatherings, allowing for greater flexibility with **80% of meetings done virtually** and regular connections through employee events

## Employee Engagement

The most recent employee survey shows very high satisfaction overall (1-4 scale):

**Highest = 3.63:**

“I enjoy the work I do”; “I enjoy working with my team”

**Lowest = 2.90:**

“I receive appropriate recognition when I do good work”

## DAILY OPERATIONS

# Work schedules are set by Department Directors

The CEO and Executive Team recognize Directors have a better understanding of the needs of their staff and residents. Therefore, Directors are responsible for setting workplace schedules, which are based on business and resident needs. This also follows the City of San Antonio's process of allowing their departments to determine hybrid work schedules.

- All departments have staff coverage during business hours
- Property staff are onsite daily with office closures, as needed
- Assisted Housing Programs staff are on site four days a week
- Executive Team regularly visits and offices out of properties

# Questions?

**OPPORTUNITY HOME SAN ANTONIO****April 19, 2023****MEMORANDUM**

**To:** Board of Commissioners

**From:** Ed Hinojosa Jr., President and CEO

**Presented by:** George M. Ayala, Director of Procurement

**RE:** Procurement Activity Report

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DS  
EHJ

**CURRENT SOLICITATIONS:**

There is one Invitation For Bids (IFB), one Request For Proposals (RFP), and two Quick Quotes (QQ) currently being advertised. The RFP is for Public Relations Consulting Services. The IFB is for Foundation Stabilization for Alazan/Apache, Cassiano, and Park Square; the RFP is for Construction Project Management Services; and, the QQ's are for Decal Removal and replacement at Properties, and Keypad and Card Reader Installation for Le Chalet Apartments.

**CLOSED/PENDING SOLICITATIONS:**

There are six solicitations that have closed and are currently being evaluated. The solicitations are for Intrusion Protection and Security Cameras for Multi-Level Properties, Automatic Doors for Victoria Plaza, Pension Audit Plan, Public Relations Consulting Services, Safety and Security Exterior Solar LED Power Pole Mounted Light Systems, and Resurfacing Sinks, Tubs, Showers, and Countertops.

**SOLICITATIONS IN DEVELOPMENT:**

Procurement is currently working on a number of solicitations for advertisement. These include: Fair Market Rent Survey; Consulting Services for Rental Market Study; Physical Needs Assessment; Property Management Software for Beacon Communities; Office Cleaning Services; HVAC Parts; Swimming Pool Maintenance and Repair; Parcel Lockers; Interior/Exterior Signage for Snowden Apartments; Commercial Real Estate Broker; Development Initiative Consulting Services; Commercial Property Management; Administrator for Opportunity Home's 457 (b) Plan; Benefits Consulting Services; Cloud Unified Communication and Collaboration Solution; Website Redesign, Hosting, Security, and Maintenance; Intrusion Protection for Springview; Debt Collection Services; Architectural and Engineering Services; Floor and Building Schematics; Irrigation Services; Training for Assisted Housing Programs, Beacon, and Public Housing; Towing Services; Cabinets; Inspection, Evaluation, Repair, and/or Stabilization of Foundations; and Rent Comparability Study.

**STRATEGIC OBJECTIVE:**

Supports all strategic outcomes.

**ATTACHMENT:**

Procurement Activity Report  
Business Categories

Procurement Activity Report as of April 3, 2023					
<b>Solicitations Currently Being Advertised</b>					
Opportunity	Home Department	Type	Solicitation Name	Bidders Conference	Closes
Federal Housing Programs		RFP	Construction Project Management Services	N/A	04/05/2023
Federal Housing Programs		QQ	Decal Removal and Replacement at Properties	N/A	04/06/2023
Federal Housing Programs		IFB	Foundation Stabilization for Alazan/Apache, Cassiano, and Park Square	N/A	04/10/2023
Public Housing		QQ	Keypad and Card Reader Installation for Le Chalet Apartments	N/A	04/21/2023
<b>Board Items</b>					
Public Housing		IFB	Unit Make Ready Services for Public Housing	N/A	April 19, 2023 Operations and Real Estate Committee Meeting and May 9, 2023 Regular Board Meeting
Organization Wide		Coop Award	Disaster Restoration and Recovery Services	N/A	
<b>Solicitations Under Evaluation</b>					
Public Housing		RFP	Intrusion Protection and Security Cameras for Multi-Level Properties	11/03/2022	Procurement Negotiations, Due Diligence, and Evaluation
Construction Services and Sustainability		IFB	Automatic Doors for Victoria Plaza	12/07/2022	
Human Resources		RFP	Pension Plan Audit	01/13/2023	
Public Affairs		RFP	Public Relations Consulting Services	03/09/2023	
Construction Services and Sustainability		IFB	Safety and Security Exterior Solar LED Power Pole Mounted Light Systems	03/31/2023	
Agency Wide		IFB	Resurfacing Sinks, Tubs, Showers, and Countertops	03/31/2023	
<b>Future Solicitations</b>			<b>Solicitation Name</b>	<b>Anticipated Month of Release</b>	
Beacon Communities			Fair Market Rent Survey	Interagency Agreement	
			Consulting Services for Rental Market Study	Interagency Agreement	
			Physical Needs Assessment	Department Hold	
			Property Management Software for Beacon Communities	Coop Award	
			Office Cleaning Services	April 2023	
			HVAC Parts	April 2023	
			Swimming Pool Maintenance and Repair	April 2023	
			DSNR		
Interior/Exterior Signage for Snowden Apartments	Department Hold				
Commercial Real Estate Broker	May 2023				
Development Initiative Consulting Services	May 2023				
Executive			Commercial Property Management	April 2023	
Human Resources			Administrator for Opportunity Home's 457(b) Plan	Organization Hold	
			Benefits Consulting Services	May 2023	
Innovative Technology			Cloud Unified Communication and Collaboration Solution	Coop Award	
Public Affairs			Website Redesign, Hosting, Security, and Maintenance	April 2023	
Public Housing			Intrusion Protection for Springview	May 2023	
Organization Wide			Debt Collection Services	Organization Hold	
			Architectural and Engineering Services	April 2023	
			Floor and Building Schematics	April 2023	
			Irrigation Services	April 2023	
			Training for Assisted Housing Programs, Beacon, and Public Housing	April 2023	
			Towing Services	April 2023	
			Cabinets	May 2023	
			Inspection, Evaluation, Repair, and/or Stabilization of Foundations	May 2023	
			Rent Comparability Study	May 2023	

## Categories of Procurements

Opportunity Home Department	Solicitation Name	Vendor	Amount	Date
<b>Awards Under President and CEO Expanded Authority</b>				
Public Housing	Exterior Painting at Spring View Apartments	BR General Contractors	\$166,200.00	03/29/2023
Organization Wide	Fire Safety Systems Inspections, Repairs, and Monitoring Services	Firetrol Protection Systems	\$250,000.00	03/29/2023
Asset Management	Development Initiative Consulting Services	Baker Tilly Virchow Krause, LLP	\$150,000.00	03/31/2023
<b>Awards Under Contracting Officer Authority</b>				
Construction Services and Sustainability	Fire wrapping to the PVC piping within the first floor ceiling cavity at Victoria Plaza	All-Pro Insulation, LLC	\$7,306.00	03/02/2023
Public Housing	Purchase and Installation of Lift Gates	Texas Truck Trailer	\$20,100.00	03/07/2023
Innovative Technology	Spanning Backup for Google Workspace	Kaseya	\$27,426.24	03/16/2023
<b>IT Purchases (Resolution 6010 authorizing the use of Cooperative Purchasing Contracts and General Services Administration (GSA Federal Supply Schedules)</b>				
Innovative Technology	Low Voltage Cabling and WiFi Hardware Installation at Seven Properties	Barcom	\$31,892.94	03/08/2023
Procurement	EProcurement Platform	Bonfire	\$23,700.00	03/15/2023
Public Housing	Galaxy A14 Phones	T Mobile	\$13,952.00	03/31/2023

Project Name	District	Developer	Financing	Date	TotalDevCost	Developer Fees	Tax Credit Equity	Tax Abatement	# Units	PH/PBV	Income Mix											
											30%	40%	50%	60%	70%	80%	Market					
<b>Financing Closed (under Construction)</b>																						
1604 Lofts	D2	NRP	4% Tax Credits & Bonds	Closed	\$56,663,651	\$6,158,000	\$17,072,192	\$1,201,269	324			33	0	224	67	0						
Aspire at Tampico*	D5	Mission DG	4% Tax Credits & Bonds	Closed	\$34,115,710	\$4,205,093	\$7,379,055	\$723,253	200			9	10	18	68	21	10	64				
Trader Flats (The Scott)	D4	NRP	4% Tax Credits & Bonds	Closed	\$55,753,169	\$5,847,000	\$16,984,301	\$1,181,967	324			33	0	224	67	0						
Culebra Crossing	D6	Lynd	HUD 221(d)(4)	Closed	\$50,123,889	\$250,000	\$0	\$1,062,626	327			0	0	0	164	163						
Kitty Hawk Flats	Converse	NRP	4% Tax Credits & Bonds	Closed	\$40,503,098	\$4,331,000	\$12,387,511	\$858,666	212			22	0	135	55	0						
Legacy at Alazan*	D5	NRP	9% Tax Credits	Closed	\$19,155,261	\$1,960,000	\$14,061,093	\$406,092	88	40				40	0	8						
100 Labor*	D1	Franklin	HUD 221(d)(4)	Closed	\$52,438,321	\$3,318,932	\$0	\$1,111,692	213			27		17	0	0	169					
Watson Road (Frontera Crossing Apartments)	D4	NRP	4% Tax Credits & Bonds	Closed	\$60,567,278	\$6,803,000	\$24,735,526	\$1,284,026	348				18	18	294	18	0	0				
Copernicus (Seven07 Lofts)	D2	NRP	4% Tax Credits & Bonds	Closed	\$55,389,378	\$6,009,000	\$22,199,005	\$1,174,255	318				17	17	267	17	0	0				
Vista at Interpark	D9	Atlantic Pacific Comm.	9% Tax Credits	Closed	\$17,554,339	\$1,827,570	\$13,948,605	\$372,152	64			7		16	41							
Vista at Everest	D1	Atlantic Pacific Comm.	9% Tax Credits	Closed	\$18,109,812	\$1,823,814	\$13,948,605	\$383,928	64			7		16	41							
Bristol at Somerset	D4	Louis Poppoon Development Consulting	4% Tax Credit & Bonds	Closed	\$63,331,807	\$7,500,000	\$25,552,709	\$1,342,634	348			0	0	0	348	0	0	0				
Horizon Pointe	D2	Integrated Realty Group	4% Tax Credits & Bonds	Closed	\$65,639,352	\$7,498,298	\$25,025,832	\$1,391,554	312			29	35	106	0	151	0	0				
Josephine	D1	Lynd	Conventional Loan	Closed	\$68,463,888	\$250,000	\$0	\$1,451,434	259			0		0	26	104	129					
Palo Alto	D4	Streamline	4% Tax Credits & Bonds	Closed	\$67,848,057	\$7,562,045	\$24,188,411	\$1,438,379	336			16	16	32	244	28						
Potranco	D4	Lynd	Conventional Loan	Closed	\$67,914,812	\$250,000	\$0	\$1,439,794	360			0		0	36	144	180					
Snowden Road*	D7	Opportunity Home	9% Tax Credits	Closed	\$34,700,554	\$2,599,000	\$13,948,605	\$735,652	135	54		14		26	41							
<b>Total</b>					\$828,272,376	\$68,192,752	\$231,431,450	\$17,559,374	4232	94		188	96	266	2029	357	489	713				
<b>Board Has Approved</b>																						
<b>Board Provided Final Approval</b>																						
The Sorento # (resyndication of tax credits)	D7	Fairfield Residential	4% Tax Credits & Bonds	acquisition closed (tax credits resyndication closed 6/21/22)	\$41,061,812	\$1,521,984	\$22,474,000	TBD	248	0		38	0	0	210	0	0	0				
Bethel Place # (resyndication of tax credits)	D6	Fairfield Residential	4% Tax Credits & Bonds	acquisition closed (tax credits resyndication closed 6/24/22)	\$42,812,000	\$1,824,099	\$25,787,962	TBD	250	0		38	0	0	212	0	0	0				
Rosemont at University Park (resyndication of tax credits)	D4	Roers Companies	4% Tax Credits & Bonds	acquisition closing estimated 7/31/22	TBD	TBD	TBD	TBD	240	0		36	0	0	204	0	0	0				
Costa Almadena (resyndication of tax credits)	D3	DEVCO	4% Tax Credits & Bonds	acquisition closed (tax credits pending)	TBD	TBD	TBD	TBD	176	0		27	0	0	149	0	0	0				
Tigoni Villas (resyndication of tax credits)	D7	DEVCO	4% Tax Credits & Bonds	acquisition closed (tax credits pending)	TBD	N/A issuance of bonds only	TBD	N/A	140	0		22	12	22	84	0	0	0				
The Ravello (purchase of limited partnership interest)	D3	Opportunity Home will own 100% of partnership	N/A	11/1/22	N/A	N/A	N/A	TBD	252	0		0	0	0	252	0	0	0				
San Juan II (purchase of limited partnership interest)	D5	Opportunity Home will own 100% of partnership	N/A	5/25/22	N/A	N/A	N/A	TBD	144	48		15	0	0	123	0	0	6				
Fiesta Trails	D8	NRP	9% Tax Credits	Pending	\$21,112,430	\$2,038,000	\$13,386,161	\$447,584	60			18		12	30							
Viento Apartments	D4	NRP	4% Tax Credits & Bonds	Pending	\$82,000,000	N/A Issuance of bonds	N/A	N/A	324	49				161	114							
Vista at Silver Oaks		Atlantic Pacific Comm.	9% Tax Credits	Pending	\$24,183,539	\$2,307,314	\$18,398,160	\$512,691	76	0		8	0	23	45	0	0	0				
<b>Total</b>					\$211,169,781	\$7,691,397	\$80,046,283	\$4,476,799	1910	97		202	12	218	1423	0	0	6				
<b>Board Approved Bond Inducement</b>																						
Artisan at Springview*	D2	Franklin	4% Tax Credits & Bonds	Pending	\$64,001,571	\$7,044,312	\$25,074,843	^\$2,014,960	325	65		0		8	181	53	18	0				
Victoria Commons - North Pond*	D1	Catellus	TBD	Pending	TBD	TBD	TBD	TBD	TBD			TBD		TBD	TBD	TBD	TBD					
<b>Total</b>					\$64,001,571	\$7,044,312	\$27,089,803	\$1,356,833	325	65		0	0	8	181	53	18	0				
<b>Board Approved the Developer</b>																						
Victoria Commons - South Pond*	D1	Catellus	TBD	Pending	TBD	TBD	TBD	TBD	TBD			TBD		TBD	TBD	TBD	TBD					
Victoria Commons - Townhomes*	D1	Catellus	TBD	Pending	TBD	TBD	TBD	TBD	TBD			TBD		TBD	TBD	TBD	TBD					
<b>Total</b>					\$0	\$0	\$0	\$0	0	0		0	0	0	0	0	0	0				
<b>Pending Board Consideration</b>																						
Alazan Courts*	D5	TBD	TBD	Pending Board Consideration	TBD	TBD	TBD	TBD														
Vista at Reed	D6	Atlantic Pacific Comm.	9% Tax Credits	Pending Board Consideration	\$22,000,428	\$2,420,130	\$17,998,200	\$466,409	70			2	5	19	44							
Vista at Henderson Pass	D10	Atlantic Pacific Comm.	9% Tax Credits	Pending Board Consideration	\$21,830,038	\$2,531,903	\$17,998,200	\$462,797	66			2	5	17	42							
Rainbow Lofts	D3	NRP	9% Tax Credits	Pending Board Consideration	\$20,461,005	\$2,046,000	\$15,603,068	\$433,773	60					24	30							
<b>Total</b>					\$64,291,471	\$6,998,033	\$51,599,468	\$1,362,979	196	0		4	16	0	60	116	0	0				
<b>Grand Total</b>					\$1,167,735,199	\$89,926,494	\$390,167,004	\$24,755,986	6,663	256		4	406	108	552	3,749	410	507	719			

\*Opportunity Home owned land

^ Historical Tax Credits

# Total development cost = acquisition price plus rehab soft and hard costs