



**OPERATIONS AND CHOICE
NEIGHBORHOOD COMMITTEE
MEETING
OCT. 22, 2020**



BOARD OF COMMISSIONERS

Dr. Ana "Cha" Guzmán
Chair

Jessica Weaver
Vice Chair

Charles Clack
Commissioner

Jo-Anne Kaplan
Commissioner

Olga Kauffman
Commissioner

Ruth Rodriguez
Commissioner

PRESIDENT & CEO
David Nisivoccia

**SAN ANTONIO HOUSING AUTHORITY
OPERATIONS AND CHOICE NEIGHBORHOOD COMMITTEE or
**SPECIAL BOARD MEETING
TELECONFERENCE**

**Call In Phone Number: (346) 248-7799
Meeting ID: 93839434337# Passcode: 654170#
12:30 p.m., Thursday, October 22, 2020**

RECEIVED
CITY OF SAN ANTONIO
CITY CLERK
2020 OCT 15 AM 8:50

The Board of Commissioners will convene for a Committee, or Special Board meeting, by teleconference, for discussion on the following matters:

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 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 **12:30 p.m.**

INDIVIDUAL ITEMS FOR CONSIDERATION

- 3. Consideration and appropriate action regarding Resolution 6085, authorizing the award of contracts for tax credit consulting services to BETCO Consulting, LLC (HUB) and East 43rd Street, LLC dba Structural Development (HUB) for an annual cumulative amount not to exceed \$300,000.00; for a period of one year with the option to renew up to four additional one-year terms (Lorraine Robles, Director of Development Services and Neighborhood Revitalization; Steven Morando, Director of Procurement and General Services)
- 4. Consideration and appropriate action regarding Resolution 6086, authorizing the award of contracts for HVAC air duct cleaning services agency wide to Gillit's Duct Cleaning, LLC (SBE, WBE) for an annual cumulative amount not to exceed \$262,000.00; and dryer and kitchen vent cleaning services agency wide to Triple R Air Conditioning, LLC (ESBE, HABE, MBE, SBE, Section 3 Business) for an annual cumulative amount not to exceed \$80,500.00; both for a period of one year with the option to renew up to four additional one-year terms (Zachariah Woodard, Interim Director of Federal Housing Programs; Steven Morando, Director of Procurement and General Services)
- 5. Consideration and appropriate action regarding Resolutions 6081, 20SP-10-22, and 20FAC-10-23, approving San Antonio Housing Facility Corporation as the conduit issuer of tax exempt debt on behalf of Sunshine Plaza Apartments, Incorporated's Promissory Note to Frost Bank to finance the

improvements to the Sunshine Plaza Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith (Thomas Roth, Director of Asset Management)

6. Discussion regarding update on SAHA 2025 (Strategic Plan) (Richard Milk, Director of Policy and Planning)

REPORTS PROVIDED TO THE BOARD

- Procurement Activity Report

7. *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 Commissioner's alleged conduct

8. Adjournment

RECEIVED
CITY OF SAN ANTONIO
CITY CLERK
2020 OCT 15 AM 8:50

*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.

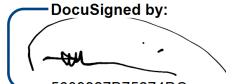
**Note: If a quorum of the Board of Commissioners attends the Committee Meeting, this meeting becomes a Special Meeting of the Board, but no Board action will be taken other than recommendations to the full Board, unless the full Board is present.

SAN ANTONIO HOUSING AUTHORITY

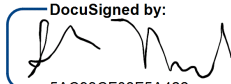
October 22, 2020

**BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee**

RESOLUTION 6085, AUTHORIZING THE AWARD OF CONTRACTS FOR TAX CREDIT CONSULTING SERVICES TO BETCO CONSULTING, LLC (HUB) AND EAST 43RD STREET, LLC DBA STRUCTURAL DEVELOPMENT (HUB) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$300,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

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**David Nisivoccia
President and CEO**

DocuSigned by:

5AC93CF03F5A422...

**Steven Morando
Director of Procurement
and General Services**

DocuSigned by:
Lorraine Robles
7BED7A28833420...

**Lorraine Robles
Director of Development
Services and Neighborhood
Revitalization**

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 6085, authorizing the award of contracts for Tax Credit Consulting Services to BETCO Consulting, LLC (HUB) and East 43rd Street, LLC dba Structural Development (HUB) for an annual cumulative amount not to exceed \$300,000.00; for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The current award recommendation for tax credit consulting services is not expected to exceed an annual cumulative amount of \$300,000.00 and will be funded through the Development Services and Neighborhood Revitalization department operating budget and available reserves.

SUMMARY:

SAHA requires the services of tax credit consulting firms to provide services related to the development and or partnership to develop affordable housing throughout the City of San Antonio. These firms will be responsible for seeking vacant land for the Agency to develop affordable housing that potentially will score well in tax credit rounds, as well as, for analyzing potential projects with various builders, developers, Real Estate Investment Trusts (REITS) for tax credit eligibility and potential benefit to SAHA; managing the tax credit application process for projects selected by SAHA from pre-application until the tax credits are approved and an award is made; and will serve as the point of contact for SAHA with other government agencies to include State of Texas Department of Housing and Community Affairs (TDHCA).

On July 17, 2020, SAHA issued a Request For Proposals #2007-946-82-5047 for Tax Credit Consulting Services that closed on August 25, 2020. The RFP was published on the SAHA website, Electronic State Business Daily (ESBD), The Hart Beat, posted on NAHRO, Public Purchase and direct solicited to 32 firms. A total of two proposals were received in response to this solicitation: BETCO Consulting, LLC (HUB) and East 43rd Street, LLC dba Structure Development (HUB). Both proposals were evaluated on the following criteria: experience, technical approach, managerial capacity, funding proposal, and strength of the contractor's

SAN ANTONIO HOUSING AUTHORITY**October 22, 2020**

Section 3 and SWMBE Utilization Plans. Best and final offers were requested from both proposers that were due to procurement on September 30, 2020. Based on the above, we are recommending contract awards to both firms. The affordable housing industry is a very specialized industry requiring specific knowledge and expertise. Each of the firms are highly experienced and each has their particular strengths offering services that may be tailored to meet the Agency's needs and desired outcomes.

COMPANY PROFILES:

BETCO Consulting was founded in 2011 and is headquartered in Austin, Texas. This firm has been certified as a HUB by the State of Texas. They provide multi-family housing development services to a wide range of clients varying from small development groups to seasoned development companies. They are a full service housing development consulting firm specializing in the securing of funds for the development of affordable housing via programs such as Housing Tax Credits (9% and 4%), HOME, Federal Home Loan Bank and other public funds. Their company is composed of individuals with backgrounds who have worked for TDHCA, developers, financial institutions, accounting firms, and community organizations. This firm utilizes a Geographical Information System (GIS) tool that was created to optimize the site selection process when choosing sites for proposed developments under the Housing Tax Credit program. Multiple sets of data, prescribed by the TDHCA Qualified Allocation Plan (QAP), are integrated into the tool that allows them to visually detect the best site for a development. While the tool does not automate all aspects of the site selection criteria and process, it provides an efficient starting point. This firm has received no prior awards from SAHA. They have worked with developers who have contemplated partnering with housing authorities in the past; however, at the developer's discretion, the structure did not move forward. They have worked with developers to include Alamo Community Group, Cayetano Housing, LLC, Foundation Communities, National Church Residences, and Union Gospel Mission of Tarrant County.

East 43rd Street, LLC dba Structure Development was established in 2012 and is headquartered in Austin, Texas. This firm has been certified as a HUB by the State of Texas. They have experience in both multi-family and single family residential development projects throughout Texas. This firm specializes in affordable housing finance, deal structuring, and project management to include the use of public subsidies for affordable housing, such as low income housing tax credits, historic tax credits, section 202, HOME, and CDBG funds. The owner of the firm has also provided training and technical assistance to nonprofits on a variety of topics to include, but not limited to, Fair Housing and Funding for Housing Projects and has authored numerous studies related to affordable housing to include Impediments to Fair Housing, Housing Resources for Persons with Disabilities, and Affordable Housing in Transit Oriented Design Districts. This firm has secured TDHCA awards for the following developers: NRP Group for projects to include Alazan Lofts, Luna Flats, Rio Lofts, Lord Road Apartments, and Acme Apartments; McCormack Baron Salazar for projects to include Wheatley Family 1, Wheatley Senior Courts, and Wheatley Family II; and LEDG Capital for the Wurzbach Manor project. Their client list includes, but is not limited to, Housing Authority of Bexar County, Harris County Housing Authority, and City of San Antonio's Mission Oriented Organization.

CONTRACTORS PERFORMANCE:

Neither firm has received a prior award from SAHA.

CONTRACT OVERSIGHT:

SAN ANTONIO HOUSING AUTHORITY

October 22, 2020

Contract oversight will be provided by Lorraine Robles, Director of Development Services and Neighborhood Revitalization, who will monitor the vendors' adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendors submit the Contractors' Section 3 Compliance report on a monthly basis, monitor compliance with the vendors' SWMBE subcontractor good faith utilization plan, provide annual contract performance evaluation survey to end users, and assist departments in the contract renewal or new solicitation process.

STRATEGIC GOAL:

Strategically expand the supply of affordable housing.

ATTACHMENTS:

Resolution 6085
Scoring Matrices
Advertisement List

**San Antonio Housing Authority
Resolution 6085**

RESOLUTION 6085, AUTHORIZING THE AWARD OF CONTRACTS FOR TAX CREDIT CONSULTING SERVICES TO BETCO CONSULTING, LLC (HUB) AND EAST 43RD STREET, LLC DBA STRUCTURAL DEVELOPMENT (HUB) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$300,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on July 17, 2020, SAHA issued a Request For Proposals #2007-946-82-5047 for Tax Credit Consulting Services that closed on August 25, 2020; and

WHEREAS, two proposals were received in response to the RFP. Best and Final Offers were requested from both proposers; and

WHEREAS, we are recommending contract awards to both firms. The affordable housing industry is a very specialized industry requiring specific knowledge and expertise. Each of the firms are highly experienced and each has their particular strengths offering services that may be tailored to meet the Agency's needs and desired outcomes; and

WHEREAS, the current award recommendation for tax credit consulting services is not expected to exceed an annual cumulative amount of \$300,000.00 and will be funded through the Development Services and Neighborhood Revitalization department operating budget and available reserves; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with these contracts.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of SAHA hereby:

- 1) Approves Resolution 6085, authorizing the award of contracts for Tax Credit Consulting Services to BETCO Consulting, LLC (HUB) and East 43rd Street, LLC dba Structural Development (HUB) for an annual cumulative amount not to exceed \$300,000.00; 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 associated with this contract.

Passed and approved on the 5th day of November 2020.

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

Attested and approved as to form:

**David Nisivocchia
President and CEO**

Advertisement List
Solicitation # 2007-946-82-5047
Tax Credit Consulting Services

Associations /Vendors	Contact Name	Email	Notes
Associations Revised as of 2/7/2019			
African American Chamber of Commerce of San Antonio	Lou Miller	blackchamber@aol.com	
Alamo Asian American Chamber of Commerce	Elva Adams	elva.adams@wellsfargo.com	
Alamo City Black Chamber Of Commerce	Bede Ramcharan	info@alamocitychamber.org	
American Council of Engineering Companies - San Antonio (ACEC-SA)	Anne Whittington	anne@acectx.org	
American Institute of Architects	Paula	paula@aiasa.org	
American Subcontractors Association	Jennifer Swinney	jennifer@asasanantonio.org	
Associated Builders and Contractors S. Texas Chapter	Steve Schultz	steve@abcsouthtexas.org	
Builders Exchange	Jeannette Olguin	jeannette@virtualbx.com	
Construct Connect		content@constructconnect.com	
CFMA		kimr@avacpa.com	
Construction Journal	Danielle Giammarino	DGiammarino@constructionjournal.com	
Goodwill Industries	Steven Hussain Angelique de Oliveira	shussain@goodwill.sa.org adeoliveira@goodwillsa.org	
Greater San Antonio Builders Association	Kristi Sutterfield	ksutterfield@sabuilders.com	
The San Antonio Chamber of Commerce	Dave Petersen	dpetersen@sachamber.org	
Hispanic Contractors Association de San Antonio	Clarissa Perez Dave Sanchez	exdir@hcadesa.org admin@hcadesa.org dave@hcadesa.org	
Home Depot Pro Accounts	Darren Friesenhahn	Darren_Friesenhahn@homedepot.com	
IEC	Julie Howard	jhoward@iecsanantonio.com rvasquez@iecsanantonio.com	
MCA-SMACNA		mca-smacna@mca-smacna.org	
Minority Business Council	Hector Garcia	hector@hegarciacpa.com	
National Alliance of Craftsmen Association	Victor Landa	arvelasquez01@yahoo.com	
National Association of Women in Construction (NAWIC)	Sandee Morgan	nawicerin@gmail.com nawicsatx@gmail.com	
NAWBO San Antonio	Madeline Slay	Madeline@masarchitecture.com	
Plumbing Heating Cooling Contractors Association	Heidi Timble	Heidi@phcc-sanantonio.org	
Professional Engineers in Private Practice	Diane Hoskins	bexarpepp@sbcglobal.net	

Advertisement List
Solicitation # 2007-946-82-5047
Tax Credit Consulting Services

Real Estate Council of San Antonio	Martha Mangum	martham@recsanantonio.com	
SAABE	Melodie	mg.assoc.mgmt@gmail.com	
San Antonio Board of Realtors	Suzanne	Suzanne@sabor.com	
SA Chapter of the Associated General Contractors	Dana Marsh	sanantonioagc@gmail.com	
San Antonio Hispanic Chamber of Commerce	Brianna Dimas	briannad@sahcc.org mariyaf@sahcc.org	
San Antonio Masonry Contractors Association	Debbie Mason	thesamca@gmail.com	
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	
SmartApartmentData.com		constructionadmin@smartlocating.com	
South Central Regional Certification Agency	Charles Johnson	cjohnson@sctrca.org	
South San Antonio Chamber of Commerce	Al Arreola Jr	al@southsa.org	
Southwest Minority Supplier Diversity Council	Robert Casas	smsdc@smsdc.org gabrielle@smsdc.org	
Surety Association of South Texas, Inc.	Jim Swindle	jim@alamobonds.com	
Texas Society of Professional Engineers		jennifer@tspe.org	
TIBH Industries	Robert Olivo	robertolivo@tibh.org	
UTSA Minority Business Development Agency	Orestes Hubbard Jennifer Mort Jacqueline Jackson	orestes.hubbard@utsa.edu jennifer.mort@utsa.edu Jacqueline.Jackson@utsa.edu	
UTSA Procurement Technical Assistance Center	Terri Williams	ptac@utsa.edu	
West San Antonio Chamber of Commerce	Julie Jimenez	info@westsachamber.org julie@westsachamber.org	
Women's Business Enterprise	Avery Smith	bids@wbea-texas.org	
NAHRO	Web Site	http://nahro.economicengine.com	
Public Purchase	Web Site	www.publicpurchase.com	
Texas ESBD	Web Site	https://portal.cpa.state.tx.us/	
North San Antonio Chamber of Commerce	Web Site	https://northsachamber.chambermaster.com	
Direct Solicits as of 11/15/18			
	HUBS on CMBL		
Bgesh, Incorporated	Wes Halliburton	whalliburton@bgesh.com	
JM Sanchez, PLLC	Juan Sanchez	juan@jms-cpas.com	
Martinez, Rosario & Co.	Ismael Martinez	milo@milocpa.net	
	Section 3 Bidders		
	None		

Advertisement List
Solicitation # 2007-946-82-5047
Tax Credit Consulting Services

	Direct Solicits		
ND Consulting Group		info@ndconsulting.com	
Sunflower development Grp		info@sunflowerkc.com	
Sabino & Company	Mike Kressig	kressig@sabinocpa.com	blocked
RSMUS	Web Site	Site not working 7/20/2020 9:47 am	
Novogradac		kevin.floyd@novoco.com phong.tran@novoco.com	Unknown
Patrick and Partners		exceptionalsynergy@patrickandpartners.com	
Construction Management and Development (CM&D)	Web Site	7/20/2020 9:37 am	
Sherbert Group		bsherbert@sherbertgroup.com tara@sherbertconsulting.com	
Donnelly Consulting		SPD@DonnCon.com	
Brian Wishneff & Associates	David A. Cohen	david@wishneff.com	
Tidwewll Group	Web Site	7/20/2020 9:49 am	
Bonner Advisory Grp		luke.bonner@bonnerag.com	
Cherrytree Group		info@cherrytree-group.com	
Duff & Phelps	Web Site	7/20/2020 9:55 am	
Cohn Reznick	Nick Ratti	nick.ratti@cohnreznick.com	
Praxis Consulting Grp		eric@praxisreno.com hilary@praxisreno.com aaina@praxisreno.com	Not Responding
BKD, LLP	Suzanne Della Volla	sdellavolla@bkd.com	
Structure Development	Sarah Andre	sarah@structuretexas.com	
Steve Poppoon		spoppoon@hoganre.com	
Mission Development Group 210 Development Group	Roxanne Joel Pollack Holly Thoman	Roxanne@missiondg.com joel@210dg.com holly@210dg.com	7/30/2020 Not Found Not Found
Housing Lab by Betco	Lora Myrick Juli Gonzalez	lora@betcohousinglab.com juli@betcohousinglab.com	
Jean Latsha		jlatscha@pedco.net	Not Found
Megan Lasch		megan@o-sda.com	
Justin Hartz		jhartz@ldgdevelopment.com	Not Bidding
Ron Kowal		ronk@hacanet.org	
S Anderson Consulting	Sarah Anderson	sarah@sarahandersonconsulting.com	
		tax.credit@garlandind.com	Not Found
BakerTilley	Garrick Gibson	Garrick.gibson@bakertilly.com	
Rosenblatt Law Firm	Web Site	7/20/2020 9:57 am	
CBRE		Gardner.Peavy@cbre.com Scott.senese@cbre.com	
Northbridge		info@northbridgemc.com	Not Found
JC Development Consulting	Janna Cormier	janna.cormier@jcdevelopmentconsulting.com	

Scoring Matrix - BAFO
Tax Credit Consulting Services
2007-946-82-5047

Criterion Description	Weight	BETCO Consulting, LLC	Structure Development
Experience:	1-5 35%		
Rater 1		5.00	5.00
Rater 2		4.00	5.00
Rater 3		4.00	5.00
Total Score		13.00	15.00
Average Score		4.33	5.00
Weighted Score		1.52	1.75
Technical Approach:	1-5 20%		
Rater 1		5.00	5.00
Rater 2		5.00	5.00
Rater 3		5.00	4.00
Total Score		15.00	14.00
Average Score		5.00	4.67
Weighted Score		1.00	0.93
Managerial Capacity:	1-5 15%		
Rater 1		5.00	5.00
Rater 2		4.00	5.00
Rater 3		5.00	5.00
Total Score		14.00	15.00
Average Score		4.67	5.00
Weighted Score		0.70	0.75
Price proposal:	1-5 20%		
Total Score		4.70	5.00
Weighted Score		0.94	1.00
Strength of the Section 3 plans:	1-5 5%		
Rater 1		1.00	1.00
Rater 2		1.00	1.00
Rater 3		2.00	1.00
Total Score		4.00	3.00
Average Score		1.33	1.00
Weighted Score		0.07	0.05
Strength of the S/W/MBE plans:	1-5 5%		
Rater 1		3.00	3.00
Rater 2		3.00	3.00
Rater 3		3.00	2.00
Total Score		9.00	8.00
Average Score		3.00	2.67
Weighted Score		0.15	0.13
Section 3 Preference: A firm may qualify for Section 3 status and earn additional points.			
Category 1: As detailed in Attachment D	5 (.25)		
Category II: As detailed in Attachment D	4 (.2)		
Category III: As detailed in Attachment D	3 (.15)		
Category IV: As detailed in Attachment D	2 (.1)		
Tota Weighted Score		4.37	4.62

Scoring Matrix
Tax Credit Consulting Services
2007-946-82-5047

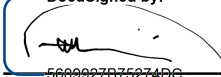
Criterion Description	Weight	BETCO Consulting, LLC	Structure Development
Experience:	1-5 35%		
Rater 1		5.00	5.00
Rater 2		4.00	5.00
Rater 3		4.00	5.00
Total Score		13.00	15.00
Average Score		4.33	5.00
Weighted Score		1.52	1.75
Technical Approach:	1-5 20%		
Rater 1		5.00	5.00
Rater 2		5.00	5.00
Rater 3		5.00	4.00
Total Score		15.00	14.00
Average Score		5.00	4.67
Weighted Score		1.00	0.93
Managerial Capacity:	1-5 15%		
Rater 1		5.00	5.00
Rater 2		4.00	5.00
Rater 3		5.00	5.00
Total Score		14.00	15.00
Average Score		4.67	5.00
Weighted Score		0.70	0.75
Price proposal:	1-5 20%		
Total Score		3.92	5.00
Weighted Score		0.78	1.00
Strength of the Section 3 plans:	1-5 5%		
Rater 1		1.00	1.00
Rater 2		1.00	1.00
Rater 3		2.00	1.00
Total Score		4.00	3.00
Average Score		1.33	1.00
Weighted Score		0.07	0.05
Strength of the S/W/MBE plans:	1-5 5%		
Rater 1		3.00	3.00
Rater 2		3.00	3.00
Rater 3		3.00	2.00
Total Score		9.00	8.00
Average Score		3.00	2.67
Weighted Score		0.15	0.13
Section 3 Preference: A firm may qualify for Section 3 status and earn additional points.			
Category 1: As detailed in Attachment D	5 (.25)		
Category II: As detailed in Attachment D	4 (.2)		
Category III: As detailed in Attachment D	3 (.15)		
Category IV: As detailed in Attachment D	2 (.1)		
Tota Weighted Score		4.22	4.62

SAN ANTONIO HOUSING AUTHORITY

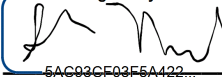
October 22, 2020

**BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee**

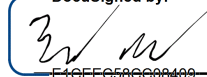
RESOLUTION 6086, AUTHORIZING THE AWARD OF CONTRACTS FOR HVAC AIR DUCT CLEANING SERVICES AGENCY WIDE TO GILLIT'S DUCT CLEANING, LLC (SBE, WBE) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$262,000.00; AND DRYER AND KITCHEN VENT CLEANING SERVICES AGENCY WIDE TO TRIPLE R AIR CONDITIONING, LLC (ESBE, HABE, MBE, SBE, SECTION 3 BUSINESS) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$80,500.00; BOTH FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

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David Nisivoccia
President and CEO

DocuSigned by:

5AC93CF03F5A422...

Steven Morando
**Director of Procurement
and General Services**

DocuSigned by:

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Zachariah Woodard
**Interim Director of
Federal Housing Programs**

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 6086, authorizing the award of contracts for HVAC air duct cleaning services agency wide to Gillit's Duct Cleaning, LLC (SBE, WBE) for an annual cumulative amount not to exceed \$262,000.00; and dryer and kitchen vent cleaning services agency wide to Triple R Air Conditioning, LLC (ESBE, HABE, MBE, SBE, Section 3 Business) for an annual cumulative amount not to exceed \$80,500.00; both for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The current award recommendation is not expected to exceed an annual cumulative amount of \$262,000.00 for HVAC air duct cleaning services and \$80,500.00 for dryer and kitchen vent cleaning for a period of one year with the option to renew up to four additional one-year terms; and will be funded by the properties operating budgets or available reserves.

SUMMARY:

SAHA requires the services of vendors to provide dryer vent cleaning, kitchen exhaust duct system cleaning, and heating, air conditioning, and ventilation system (HVAC) air duct cleaning agency wide. The dryer vent cleaning and HVAC air duct cleaning will be performed on 10% of the units each year. The kitchen exhaust duct cleaning will be performed on an as needed basis, as requested by property management. Chimney sweeping was also included in this solicitation; however, we will not be awarding for this service at this time. Only one of the bidders included pricing in their bid to provide this service. SAHA will be issuing a solicitation for chimney sweeping services in the near future, which impacts 212 units within Beacon Communities portfolio.

On July 22, 2020, SAHA issued an Invitation For Bids #2007-910-04-5045 for Chimney, Vent, and Duct Cleaning Services Agency Wide that closed on August 25, 2020. The IFB was published on the SAHA website, Electronic State Business Daily (ESBD), The Hart Beat, posted on NAHRO, Public Purchase, and directly solicited to 37 vendors. A total of four bids were received

SAN ANTONIO HOUSING AUTHORITY**October 22, 2020**

in response to this solicitation: Blackmon Mooring Services, LTD dba Blackmon Mooring of Texas, LLC, Blackmon Mooring of San Antonio, LLC, Gillit's Duct Cleaning, LLC (SBE, WBE), Premier Comfort Service Company (DBE, ESBE, HABE, MBE, SBE, WBE), and Triple R Air Conditioning, LLC (ESBE, HABE, MBE, SBE, Section 3 Business). All bids were evaluated on the following criteria: purchase price, reputation of the bidder and their goods or services, quality of the goods or services, extent to which the goods or services meet SAHA's needs, total long term cost, and any relevant criteria contained within the solicitation document. Based on the above, we are recommending contract awards to Gillit's Duct Cleaning, LLC and Triple R Air Conditioning, LLC. They are the lowest cost responsive and responsible bidders.

COMPANY PROFILES:

Gillit's Duct Cleaning, LLC was established in 1962 and is headquartered in San Antonio, Texas. This company has been certified as a SBE and WBE by the South Central Texas Regional Certification Agency. They specialize in industrial, residential, and commercial duct cleaning services. They clean air conditioning systems, exhaust systems, dryer vents, and chimneys using equipment such as HEPA (high efficiency particulate air) vacuums, along with compressed air and various sized flexible brushes. To control microbials, which may be in the air ducts, Gillit's Duct Cleaning uses only EPA-registered products to eliminate mold spores and other contaminants. This vendor's client list includes, but is not limited to: CPS Energy, Tezel and Cotter, SouthWest Research Institute, and University of Texas at Arlington.

Triple R Air Conditioning, LLC was established in 1993 and is headquartered in San Antonio, Texas. This company has been certified as an ESBE, HABE, MBE, SBE by the South Central Texas Regional Certification Agency and a Section 3 Business by SAHA.

They provide services to residential and commercial businesses, as well as, governmental agencies in the State of Texas. Their services include air conditioning, air duct cleaning, air grille cleaning, dryer vent cleaning, heating, HEPA filter system, home purification system, preventative maintenance, and ultra violet lightings. Their client list includes, but is not limited to: American Electric Power, City of Carrizo Springs, Davila Construction, Geofill Construction, Powell Properties, Inc., and Texas A&M Corpus Christi.

CONTRACTORS PERFORMANCE:

Gillit's Duct Cleaning, LLC has received prior awards from SAHA for duct cleaning services and performed satisfactorily under the awards. Triple R Air Conditioning, LLC has received no prior awards from SAHA.

CONTRACT OVERSIGHT:

Contract oversight will be provided by Zachariah Woodard, Interim Director of Federal Housing Programs, who will monitor the vendors' adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendors submit the Contractor's Section 3 Compliance report on a monthly basis, monitor compliance with the vendors' SWMBE subcontractor good faith utilization plan, provide annual contract performance evaluation survey to end users, and assist departments in the contract renewal or new solicitation process.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

SAN ANTONIO HOUSING AUTHORITY

October 22, 2020

ATTACHMENTS:

Resolution 6086

Bid Tabulation

Advertisement List

**San Antonio Housing Authority
Resolution 6086**

RESOLUTION 6086, AUTHORIZING THE AWARD OF CONTRACTS FOR HVAC AIR DUCT CLEANING SERVICES AGENCY WIDE TO GILLIT'S DUCT CLEANING, LLC (SBE, WBE) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$262,000.00; AND DRYER AND KITCHEN VENT CLEANING SERVICES AGENCY WIDE TO TRIPLE R AIR CONDITIONING, LLC (ESBE, HABE, MBE, SBE, SECTION 3 BUSINESS) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$80,500.00; BOTH FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on July 22, 2020, SAHA issued a Invitation For Bids #2007-910-04-5045 for Chimney, Vent, and Duct Cleaning Services Agency Wide that closed on August 25, 2020; and

WHEREAS, four bids were received in response to the IFB; and

WHEREAS, we are recommending contract awards to Gillit's Duct Cleaning, LLC for HVAC air duct cleaning services and Triple R Air Conditioning, LLC for dryer and kitchen vent cleaning services. They are the lowest cost responsive and responsible bidders; and

WHEREAS, the current award recommendation is not expected to exceed an annual cumulative amount of \$262,000.00 for HVAC air duct cleaning services and \$80,500.00 for dryer and kitchen vent cleaning for a period of one year with the option to renew up to four additional one year terms; and will be funded by the properties operating budgets or available reserves; and

WHEREAS, staff requests the Board of Commissioners authorize the President and CEO, or designee, to execute all documents associated with these contracts.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of SAHA hereby:

- 1) Approves Resolution 6086, authorizing the award of contracts for HVAC air duct cleaning services agency wide to Gillit's Duct Cleaning, LLC (SBE, WBE) for an annual cumulative amount not to exceed \$262,000.00; and dryer and kitchen vent cleaning services agency wide to Triple R Air Conditioning, LLC (ESBE, HABE, MBE, SBE, Section 3 Business) for an annual cumulative amount not to exceed \$80,500.00; both 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 associated with this contract.

Passed and approved on the 5th day of November 2020.

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

Attested and approved as to form:

**David Nisivoccia
President and CEO**

Advertisement List
Solicitation # 2007-910-04-5045
Chimney, Vent, and Duct Cleaning Services Agency Wide

Associations /Vendors	Contact Name	Email	Notes
Associations Revised as of 2/7/2019			
African American Chamber of Commerce of San Antonio	Lou Miller	blackchamber@aol.com	
Alamo Asian American Chamber of Commerce		info@alamo-aacc.org	
Alamo City Black Chamber Of Commerce	Sherry Logan	info@alamocitychamber.org	
American Council of Engineering Companies - San Antonio (ACEC-SA)	Anne Whittington	anne@acectx.org	
American Institute of Architects	Paula	paula@aiasa.org	
American Subcontractors Association	Jennifer Swinney	jennifer@asasanantonio.org	
Associated Builders and Contractors S. Texas Chapter	Steve Schultz	steve@abcsouthtexas.org	
Builders Exchange	Jeannette Olguin	jeannette@virtualbx.com	
Construct Connect		content@constructconnect.com	
CFMA		kimr@avacpa.com	
Goodwill Industries	Angelique de Oliveira	adeoliveira@goodwillsa.org	
Greater San Antonio Builders Association	Kristi Sutterfield	ksutterfield@sabuilders.com	
The San Antonio Chamber of Commerce	Dave Petersen	dpetersen@sachamber.org	
Hispanic Contractors Association de San Antonio	Clarissa Perez Dave Sanchez	exdir@hcalesa.org admin@hcalesa.org dave@hcalesa.org	
Home Depot Pro Accounts	Darren Friesenhahn	Darren_Friesenhahn@homedepot.com	
IEC	Julie Howard	jhoward@iecsanantonio.com rvasquez@iecsanantonio.com	
MCA-SMACNA		mca-smacna@mca-smacna.org	
Minority Business Council	Hector Garcia	hector@hegarciacpa.com	
National Alliance of Craftsmen Association	Victor Landa	arvelasquez01@yahoo.com	
National Association of Women in Construction (NAWIC)	Sandee Morgan	nawicerin@gmail.com nawicsatx@gmail.com	
NAWBO San Antonio	Madeline Slay	Madeline@masarchitecture.com	
Plumbing Heating Cooling Contractors Association	Heidi Timble	Heidi@phcc-sanantonio.org	
Professional Engineers in Private Practice	Diane Hoskins	bexarpepp@sbcglobal.net	
Real Estate Council of San Antonio	Martha Mangum	martham@recsanantonio.com	
SAABE	Melodie	mg.assoc.mgmt@gmail.com	
San Antonio Board of Realtors	Suzanne	Suzanne@sabor.com	

Advertisement List
Solicitation # 2007-910-04-5045
Chimney, Vent, and Duct Cleaning Services Agency Wide

SA Chapter of the Associated General Contractors	Dana Marsh	sanantonioagc@gmail.com	
San Antonio Hispanic Chamber of Commerce		mariyaf@sahcc.org	
San Antonio Masonry Contractors Association	Debbie Mason	thesamca@gmail.com	
San Antonio Women's Chamber of Commerce	Cindy Libera	admin@sawomenschamber.org	
SmartApartmentData.com		constructionadmin@smartlocating.com	
South Central Regional Certification Agency	Charles Johnson	cjohnson@sctrca.org	
South San Antonio Chamber of Commerce	Al Arreola Jr	al@southsa.org	
Southwest Minority Supplier Diversity Council	Robert Casas	smsdc@smsdc.org gabrielle@smsdc.org	
Surety Association of South Texas, Inc.	Jim Swindle	jim@alamobonds.com	
Texas Society of Professional Engineers		jennifer@tspe.org	
TIBH Industries	Robert Olivo	robertolivo@tibh.org	
UTSA Minority Business Development Agency	Orestes Hubbard Jennifer Mort Jacqueline Jackson	orestes.hubbard@utsa.edu jennifer.mort@utsa.edu Jacqueline.Jackson@utsa.edu	
UTSA Procurement Technical Assistance Center	Terri Williams	ptac@utsa.edu	
West San Antonio Chamber of Commerce	Julie Jimenez	info@westsachamber.org julie@westsachamber.org	
Women's Business Enterprise	Avery Smith	bids@wbea-texas.org	
NAHRO	Web Site	http://nahro.economicengine.com	
Public Purchase	Web Site	www.publicpurchase.com	
Texas ESBD	Web Site	https://portal.cpa.state.tx.us/	
North San Antonio Chamber of Commerce	Web Site	https://northsachamber.chambermaster.com	
Direct Solicits as of 11/15/18			
	HUBS on CMBL		
ACCU-AIRE MECHANICAL LLC	Monica Harris	ACCUAIRE000@ACCUAIREONLINE.COM	210-455-9003
Air Stream General Construction, Inc.	Alissa Flores	aflores@air-streamservices.com	210-533-3264
ALAMO XTREME AC & HEATING LLC	Jose Martinez Jr.	alamoxtreme@gmail.com	210-723-8998
CONTRACTORS CORNER, LLC	Eduardo Garcia	agarcia@concorusa.com	210-462-3110
MLP VENTURES INC.	Liborio Perez	mlp@att.net	210-623-8172
Native Energy & Technology, Inc.	JOHN MORRIS	jmorris@native-energy.com	210-231-6060
Tejas Premier Building Contractor, Inc.	Andrew Wallace	andrew@tejaspremierbc.com	210-821-5858
	Section 3 Bidders		
	None		

Advertisement List
Solicitation # 2007-910-04-5045
Chimney, Vent, and Duct Cleaning Services Agency Wide

	Direct Solicits		
AAA Homeservices, Inc.		myaaahomeservices@gmail.com	210-496-6056
AAA Air Duct Cleaning		email@aaaductcleaning.com	
AdvantaClean		service@advantaclean.com	210-987-8555
Al's Duct Cleaning		Alvarof12@yahoo.com	210-689-4217
Alamo Chimney Sweepers	Javier	Javier@onewaypc.com	210-899-5993
Alamo Steam Team Cleaning and Restoration		steve@alamosteamteam.com	210-599-9726
Aladdin Cleaning & Restoration		bob@aladdincleans.com	210-736-1821
America Air Duct Cleaning		Americaairductcleaning@gmail.com	210-777-0616
Blackmon Mooring & BMS CAT San Antonio	Justin Sparks	jsparks@bmsmanagement.com	
Clean Air		support@cleanairac.com	210-370-7333
Comfort Connect		service@comfortconnectac.com	210-380-4497
Comfortable Air	Evelyn	comfortableair18@gmail.com	210-209-8742
Extreme Air Duct Cleaning Services		saninfo@extremeairduct.com	210-998-8808
Fresh Air	Alex Nero	Alexnero109@hotmail.com	210-349-1500
Gerloff Company, Inc.		dustingerloff@gerloffinc.com	210-490-2777
Gillit's Duct Cleaning Services		gillits@gillits.com keith@gillits.com	210-736-1510
Green Air Duct Pro		support@greenairductpro.com	713-231-6996
Gillette Air Conditioning		gillette@gillette-ac.com	210-735-9235
John Wayne Service Company		advertising@jonwayne.com	(210) 702-2836
KolorKist Professional Services		scheduling@kolorkist.com shaun@kolorkist.com	210-494-5222
MD Air Conditioning and Heating	Paige	paige@mdairsa.com	210-569-0928
Nature's Own Chimney Cleaning	John Britton	Jbritton081@gmail.com	210-585-2225
Premier Comfort		sales@premiercomfortair.com	210-979-9100
Pure Air	Kimberly Robbins	Pureair0777@gmail.com	512-744-3343
San Antonio Air Duct Cleaning		bearbrock@hotmail.com	210-944-4096
San Antonio Air		sanantonio@serviceexperts.com	210-570-9705
Shafer Services Plus	Chase	chase@shaferservices.com	210-227-8358
Texas Air Duct Cleaning Svc.		texasairduct@gmail.com	210-426-8026
Texas Air Quality	Leonardo Orellana	texasairquality@gmail.com	210-467-5564
Tip Top Cleaning Restoration		Tiptopductcleaning@gmail.com	832-347-8125
United Home Services	Mike	info@unitedhomeservices.com	410-999-8448

Chimney, Vent, and Duct Cleaning Services Agency Wide 2007-910-04-5045				Gillit's Duct Cleaning, LLC	Premier Comfort Service Company *	Blackmon Mooring Services LTD dba/ Blackmon Mooring of Texas LLC, Blackmon Mooring of San Antonio LLC	Triple R Air Conditioning, LLC.
Air Duct Cleaning	Average Sq.Ft.	Est. Usage	UOM	Cost Per	Cost Per	Cost Per	Cost Per
1 Bedroom Unit	450-675	410	Ea.	\$295.00	\$380.00	\$600.00	0.75 sq.ft.
2 Bedroom Unit	500-970	256	Ea.	\$325.00	\$380.00	\$600.00	0.85 sq.ft.
3 Bedroom Unit	725-1390	126	Ea.	\$365.00	\$380.00	\$650.00	0.85 sq.ft.
4 Bedroom Unit	950-1275	21	Ea.	\$385.00	\$380.00	\$725.00	0.93 sq.ft.
5 Bedroom Unit	1175-1375	4	Ea.	\$425.00	\$380.00	\$750.00	0.93 sq.ft.
Common Rooms etc.	400	5	Ea.	\$295.00	\$380.00	\$500.00	0.96 sq.ft.
Dryer Vent Cleaning	Est. Qty.	Est. Usage	UOM				
Community Laundry Rooms Dryers	270	27	Ea.	\$85.00	\$150.00	\$50.00	\$85.00
Resident Unit Dryer Vent	1782	360	Ea.	\$75.00	\$150.00	\$50.00	\$70.00
Kitchen Vent	Est. Qty.	Est. Usage	UOM				
Property Community Kitchen	43	43	Ea.	\$290.00	\$420.00	\$325.00	\$265.00
Resident Unit Kitchen	8280	414	Ea.	\$125.00	\$300.00	\$325.00	\$85.00
Chimney Sweeping	Qty	Est. Usage	UOM	Not Awarded - Delete Item			
Burning Tree	42	42	Ea	no bid	\$150.00	no bid	no bid
Converse Ranch	1	1	Ea	no bid	\$150.00	no bid	no bid
Encanta Villa	56	56	Ea	no bid	\$150.00	no bid	no bid
Towering Oaks	104	104	Ea	no bid	\$150.00	no bid	no bid
Villa de Valencia	9	9	Ea	no bid	\$150.00	no bid	no bid
Parts & Materials							
Cost Plus or Minus (percentages)				25%	30%	20%	25% FOB & Shipping

*Premier Comfort cost is for first 10 cents - \$30.00 per additional vent. Chimney cost is per floor.

**Chimney Sweeping is not awarded with this IFB. Reason is lack of vendor response not allowing for comparables to determine lowest cost. A separate solicitation will be used to acquire this service.

***Dryer and Kitchen Vent sections are combined to determine the overall lowest vendor; Triple R Air Conditioning.

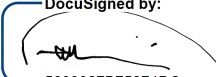
Annual Contract Cost	
Air Duct Cleaning 10% (823) of units	\$262,000.00 Gillit's Duct Cleaning, LLC
Dryer Vent Cleaning 10% (27 community and 178 units)	
Kitchen Vent Cleaning (all community and 5% of units)	\$80,500.00 Triple R Air Conditioning, LLC.
	\$342,500.00

SAN ANTONIO HOUSING AUTHORITY

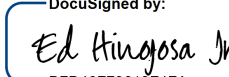
October 22, 2020

BOARD OF COMMISSIONERS
Operations and Choice Neighborhood Committee

RESOLUTIONS 6081, 20SP-10-22, AND 20FAC-10-23, APPROVING SAN ANTONIO HOUSING FACILITY CORPORATION AS THE CONDUIT ISSUER OF TAX EXEMPT DEBT ON BEHALF OF SUNSHINE PLAZA APARTMENTS, INCORPORATED'S PROMISSORY NOTE TO FROST BANK TO FINANCE THE IMPROVEMENTS TO THE SUNSHINE PLAZA APARTMENTS; AUTHORIZING EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

DocuSigned by:

 5609927B75274DC

David Nisivoccia
President and CEO

DocuSigned by:

 D7D46E73613E4EA

Ed Hinojosa
Chief Financial Officer

REQUESTED ACTION:

Consideration and appropriate action regarding Resolutions 6081, 20SP-10-22, and 20FAC-10-23, approving San Antonio Housing Facility Corporation as the conduit issuer of tax exempt debt on behalf of Sunshine Plaza Apartments, Incorporated's Promissory Note to Frost Bank to finance the improvements to the Sunshine Plaza Apartments; authorizing execution of all documentation necessary to carry out the transaction; and other matters in connection therewith.

SAHA has received a letter of intent from Frost Bank to provide a loan amount equal to the lesser of \$4,000,000 or 75% of the appraised value of the property. The financing can be structured at either a fixed rate or variable interest rate with an option to fix the rate with an interest rate contract. Current indicative rates are 2.67% for a fixed rate loan and 2.62% with the floating-to-fixed interest rate contract. The actual rate will be set at closing for a term of ten years with a twenty-five year amortization rate. The property will serve as collateral for the loan. The loans are being underwritten as bank qualified tax exempt debt. SAHA staff also evaluated financing options through Federal Housing Administration (FHA) and Freddie Mac; however, the interest rates and transaction related costs were considerably higher than those offered under the Frost Bank proposal.

FINANCIAL IMPACT:

The property is currently unencumbered. However, the proposed refinance will provide low cost funds to finance much needed capital repairs to the property, which will preserve this asset and extend its useful life expectancy. The proposed loan terms require a conservative loan to value of 75% and a debt service coverage ratio of 1.20.

SUMMARY:

Sunshine Apartments is a 100 unit, multi-family asset built in 1979 and located at 455 E. Sunshine Road, San Antonio, Texas. The property is part of the Beacon Communities portfolio and managed by SAHA staff. The property has a long term HUD Project Based Assistance (PBA), Section 8 contract in place for 100% of the units. The property is age restricted for residents 62.5 years of age or older.

SAN ANTONIO HOUSING AUTHORITY

October 22, 2020

The property was built in 1979, and many of the building components at 41 years of age are at, or have exceeded, their estimated useful life. The five-year plan for the Beacon Communities Portfolio identified this asset as a candidate for refinancing and reinvestment in capital repairs/replacements to extend the useful life of this affordable housing asset.

SAHA'S Procurement Department has issued an RFP solicitation to secure a qualified contract to perform the following renovations to the property:

1. Replace existing window A/C and wall gas heaters, with an energy efficient split system to provide heat and A/C to each unit.
2. Install energy efficient vinyl windows and metal exterior doors.
3. Repair and repaint exterior stucco and siding.
4. Repair and paint metal railings throughout.
5. Upgrade elevator mechanicals, controls, and cabs.
6. Repair/replace damaged sidewalks and concrete in parking lots.

The estimated cost of the renovation project is \$1.9 million to \$2.2 million. No residents will be displaced during the renovation.

STRATEGIC GOAL:

Preserve and improve existing affordable housing resources and opportunities.

ATTACHMENTS:

Resolution 6081

Resolution 20SP-10-22

Resolution 20FAC-10-23

CERTIFICATE FOR RESOLUTION 6081

The undersigned officer of the San Antonio Housing Authority created pursuant to the laws of the State of Texas, hereby certifies as follows:

1. In accordance with Chapter 551, Texas Government Code, as amended (the “Open Meetings Act”), and the bylaws of the Corporation, the Board of Commissioners of the San Antonio Housing Authority (the “Board”) held a meeting on November 5, 2020, (the “Meeting”) of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

RESOLUTION 6081, APPROVING SAN ANTONIO HOUSING FACILITY CORPORATION AS THE CONDUIT ISSUER OF TAX EXEMPT DEBT ON BEHALF OF SUNSHINE PLAZA APARTMENTS, INCORPORATED’S PROMISSORY NOTE TO FROST BANK TO FINANCE THE IMPROVEMENTS TO THE SUNSHINE PLAZA APARTMENTS; AUTHORIZING EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

(the “Resolution”) was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board’s minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Open Meetings Act and the Bylaws of the Corporation.

SIGNED AND SEALED this 5th day of November 2020.



David Nisivoccia
President and CEO

**SAN ANTONIO HOUSING AUTHORITY
RESOLUTION 6081**

RESOLUTION 6081, APPROVING SAN ANTONIO HOUSING FACILITY CORPORATION AS THE CONDUIT ISSUER OF TAX EXEMPT DEBT ON BEHALF OF SUNSHINE PLAZA APARTMENTS, INCORPORATED'S PROMISSORY NOTE TO FROST BANK TO FINANCE THE IMPROVEMENTS TO THE SUNSHINE PLAZA APARTMENTS; AUTHORIZING EXECUTION OF ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Housing Authority of the City of San Antonio, Texas ("SAHA"), has, pursuant to the Texas Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"), approved and created the San Antonio Housing Facility Corporation, a nonstock, nonprofit public facility corporation (the "Issuer"); and

WHEREAS, SAHA and the Issuer approved on November 5, 2020, a tax-exempt loan from Frost Bank ("Frost") to finance the rehabilitation and improvement of a 100-unit multifamily housing facility located at 455 E Sunshine Road, San Antonio, Texas, known as Sunshine Plaza Apartments (the "Project"); and

WHEREAS, the tax-exempt loan will be made pursuant to a Loan Agreement between the Sunshine Plaza Apartments, Incorporated, and Frost dated December 1, 2020, and a Promissory Note (the "Promissory Note") in the original principal amount not to exceed \$4,000,000.00 payable to Frost, which will be secured by a Deed of Trust, Security Agreement – Financing Statement, and various closing documents, such as a Replacement Reserve and Security Agreement, Arbitration and Notice of Final Agreement and a Private Placement Letter (collectively, the "Loan Documents"); and

WHEREAS, the Promissory Note may be issued in a fixed rate or variable rate format and sold to Frost upon the terms and conditions outlined in the term sheet submitted by Frost; and

WHEREAS, in the event a variable rate Promissory Note is executed, it will be swapped to a fixed rate pursuant to an ISDA Master Agreement and other associated documents entered into with Frost (the "Swap Documents"); and

WHEREAS, Frost is requiring the Board to specifically approve the Loan Documents and, if necessary, the Swap Documents and requiring the Board to hire a financial advisor regarding the Swap; and

WHEREAS, if necessary, the Board will select Hilltop Securities ("Hilltop") as its financial advisor for the Swap based upon its prior relationship with Hilltop; and

WHEREAS, the Issuer is authorized to issue the Promissory Note and SAHA has approved the issuance of the Promissory Note in accordance with the Act; and

WHEREAS, the Board of Directors of the Issuer (the "Board") hereby authorizes the issuance of the Promissory Note in an amount not to exceed \$4,000,000.00 for the purpose of

providing funds for the Project, and paying the costs of issuing the Promissory Note, all pursuant to and in accordance with the terms and conditions provided under the Loan Documents; and

WHEREAS, the Promissory Note is a special, limited obligation of the Issuer and the obligations of the Issuer shall never constitute an indebtedness, an obligation, or a loan of credit of the State of Texas, SAHA, the County of Bexar, Texas, the City of San Antonio, Texas, or any other political subdivision of the State of Texas, with the meaning of any constitutional provisions or statutory limitations; and

WHEREAS, the Issuer is authorized to issue the Promissory Note pursuant to the Act; and

WHEREAS, this Board of Commissioners has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of the Issuer and that the terms and conditions of the Promissory Note and the above-described instruments, including without limitation the dates, interest rates, maturities, redemption terms and sales price of the Promissory Note and the manner of disbursing the proceeds thereof are advisable; and

BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SAN ANTONIO HOUSING AUTHORITY, THAT:

Section 1. The terms of the Loan Documents, and if applicable, the Swap Documents are hereby approved.

Section 2. The issuance of the Promissory Note, the Swap Documents, the Loan Documents are hereby authorized and approved, and the President, any Vice President, the Secretary/Treasurer, any Assistant Secretary/Treasurer or any of them, of the Issuer, are hereby authorized and directed to execute (to the extent required to be executed or acknowledged by the Issuer) and deliver (or to accept, as the case may be), the Swap Documents, Loan Documents, and any and all certificates (including tax certificates) and other instruments described therein upon the conditions therein described or necessary or desirable in connection with the issuance of the Promissory Note, all upon the terms herein approved, and the executing officer is authorized to negotiate and approve such changes in the terms of each such instrument as such officer shall deem necessary or appropriate upon the advice of counsel to the Issuer, and approval of the terms of each such instrument by such officer and this Board shall be conclusively evidenced by the execution and delivery of such documents. The Housing Authority is authorized to hire Hilltop Securities as its financial advisor regarding the Swap.

Section 3. The Promissory Note in the principal amount not to exceed \$4,000,000.00 in substantially the form and substance set forth in the Loan Documents, is hereby approved, and the President, the Vice President, the Secretary/Treasurer and each Assistant Secretary/Treasurer, or any of them, are hereby authorized and directed, for and on behalf of the Issuer, to execute the Promissory Note or have their facsimile signatures placed upon it, and the signatures of such officers are hereby authorized and directed to be affixed or placed in facsimile on the Promissory Note.

Section 4. All action not inconsistent with provisions of this Resolution heretofore taken by this Board of Commissioners and the officers of the Issuer directed toward the financing of the Project and the issuance of the Promissory Note shall be and the same hereby is ratified, approved and confirmed. The officers of this Board, or any of them, are authorized to take any and all action necessary to carry out and consummate the transactions described in or contemplated by the instruments approved hereby or otherwise to give effect to the actions authorized hereby and the intent hereof.

Section 5. After the Promissory Note are issued, this Resolution shall be and remain irrevocable until the Promissory Note or interest thereon shall have been fully paid or provisions for payment shall have been made pursuant to the Indenture.

Section 6. If any section, paragraph, clause, or provisions of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 8. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 9. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 10. This Resolution shall be in force and effect from and after its passage.

Passed and approved the 5th day of November 2020.

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

Attested and approved as to form:

David Nisivoccia
President and CEO

CERTIFICATE FOR RESOLUTION 20SP-10-22

The undersigned officer of the Sunshine Plaza Apartments, Incorporated (the "Corporation"), a 501(c)(3) organization created pursuant to the laws of the State of Texas, hereby certifies as follows:

1. In accordance with Chapter 551, Texas Government Code, as amended (the "Open Meetings Act"), and the bylaws of the Corporation, the Board of Directors of the Corporation (the "Board") held a meeting on November 5, 2020, (the "Meeting") of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

RESOLUTION 20SP-10-22, APPROVING THE ISSUANCE OF SUNSHINE PLAZA APARTMENTS, INCORPORATED'S PROMISSORY NOTE TO FROST BANK IN AN AMOUNT NOT TO EXCEED \$4,000,000.00 TO BE SECURED BY A MORTGAGE LIEN ON SUNSHINE APARTMENTS. LOAN PROCEEDS WILL BE USED TO FINANCE IMMEDIATE AND LONG TERM CAPITAL REPAIRS AND IMPROVEMENTS AT SUNSHINE APARTMENTS; AUTHORIZING THE PRESIDENT AND CEO OR DESIGNEE TO EXECUTE ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Open Meetings Act and the Bylaws of the Corporation.

SIGNED this 5th day of November 2020.

David Nisivoccia
Secretary/Treasurer

**SUNSHINE PLAZA APARTMENTS, INCORPORATED
RESOLUTION 20SP-10-22**

RESOLUTION 20SP-10-22, APPROVING THE ISSUANCE OF SUNSHINE PLAZA APARTMENTS, INCORPORATED'S PROMISSORY NOTE TO FROST BANK IN AN AMOUNT NOT TO EXCEED \$4,000,000.00 TO BE SECURED BY A MORTGAGE LIEN ON SUNSHINE APARTMENTS. LOAN PROCEEDS WILL BE USED TO FINANCE IMMEDIATE AND LONG TERM CAPITAL REPAIRS AND IMPROVEMENTS AT SUNSHINE APARTMENTS; AUTHORIZING THE PRESIDENT AND CEO OR DESIGNEE TO EXECUTE ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Housing Authority of the City of San Antonio, Texas ("SAHA"), has, pursuant to the Texas Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"), approved and created the San Antonio Housing Facility Corporation, a nonstock, nonprofit public facility corporation (the "Issuer"); and

WHEREAS, SAHA and the Issuer approved on November 5, 2020, a tax-exempt loan from Frost Bank ("Frost") to finance the rehabilitation and improvement of a 100-unit multifamily housing facility located at 455 E Sunshine Road, San Antonio, Texas, known as Sunshine Plaza Apartments (the "Project"); and

WHEREAS, the tax-exempt loan will be made pursuant to a Loan Agreement between Sunshine Plaza Apartments, Incorporated and/or the San Antonio Housing Facility Corporation and Frost dated December 1, 2020, and a Promissory Note (the "Promissory Note") in the original principal amount not to exceed \$4,000,000.00 payable to Frost, which will be secured by a Deed of Trust, Security Agreement – Financing Statement, and various closing documents, such as a Replacement Reserve and Security Agreement, Arbitration and Notice of Final Agreement and a Private Placement Letter (collectively, the "Loan Documents"); and

WHEREAS, proceeds of the tax-exempt loan will be given to Sunshine Plaza Apartments, Incorporated (the "Corporation"), a 501(c)(3) organization created pursuant to the laws of the State of Texas, by the Issuer in accordance with the Loan Documents; and

WHEREAS, the Promissory Note may be issued in a fixed rate or variable rate format and sold to Frost upon the terms and conditions outlined in the term sheet submitted by Frost; and

WHEREAS, in the event a variable rate Promissory Note is executed, it will be swapped to a fixed rate pursuant to an ISDA Master Agreement and other associated documents entered into with Frost (the "Swap Documents"); and

WHEREAS, Frost is requiring the Board of Directors of the Corporation (the "Board") to specifically approve the Loan Documents and, if necessary, the Swap Documents and requiring the Board to hire a financial advisor regarding the Swap; and

WHEREAS, if necessary, the Board will select Hilltop Securities ("Hilltop") as its financial advisor for the Swap based upon its prior relationship with Hilltop; and

WHEREAS, the Corporation is authorized to borrow proceeds received pursuant to the Promissory Note, the Issuer is authorized to issue the Promissory Note, SAHA has approved the issuance of the Promissory Note in accordance with the Act; and

WHEREAS, the Board hereby authorizes the Corporation to borrow proceeds pursuant to the Promissory Note in an amount not to exceed \$4,000,000.00 for the purpose of providing funds for the Project, and paying the costs of issuing the Promissory Note, all pursuant to and in accordance with the terms and conditions provided under the Loan Documents; and

WHEREAS, the Promissory Note is a special, limited obligation of the Issuer and the obligations of the Issuer shall never constitute an indebtedness, an obligation, or a loan of credit of the State of Texas, SAHA, the County of Bexar, Texas, the City of San Antonio, Texas, or any other political subdivision of the State of Texas, with the meaning of any constitutional provisions or statutory limitations; and

WHEREAS, this Board of Directors has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of the Corporation and that the terms and conditions of the Promissory Note and the above-described instruments, including without limitation the dates, interest rates, maturities, redemption terms and sales price of the Promissory Note and the manner of disbursing the proceeds thereof are advisable; and

BE IT THEREFORE RESOLVED BY THE BOARD OF DIRECTORS OF SUNSHINE PLAZA APARTMENTS, INCORPORATED, THAT:

1. The terms of the Loan Documents, and if applicable, the Swap Documents are hereby approved.
2. The issuance of the Promissory Note, the Swap Documents, the Loan Documents are hereby authorized and approved, and the President, any Vice President, the Secretary/Treasurer, any Assistant Secretary/Treasurer or any of them, of the Corporation, are hereby authorized and directed to execute (to the extent required to be executed or acknowledged by the Corporation) and deliver (or to accept, as the case may be), the Swap Documents, Loan Documents, and any and all certificates (including tax certificates) and other instruments described therein upon the conditions therein described or necessary or desirable in connection with the issuance of the Promissory Note, all upon the terms herein approved, and the executing officer is authorized to negotiate and approve such changes in the terms of each such instrument as such officer shall deem necessary or appropriate upon the advice of counsel to the Corporation, and approval of the terms of each such instrument by such officer and this Board shall be conclusively evidenced by the execution and delivery of such documents. The Corporation is authorized to hire Hilltop Securities as its financial advisor regarding the Swap.
3. The Promissory Note in the principal amount not to exceed \$4,000,000.00 in substantially the form and substance set forth in the Loan Documents, is hereby approved, and the President, the Vice President, the Secretary/Treasurer and each Assistant Secretary/Treasurer, or any of them, are hereby authorized and directed, for and on behalf of the Corporation, to execute the Promissory Note or have their

facsimile signatures placed upon it, and the signatures of such officers are hereby authorized and directed to be affixed or placed in facsimile on the Promissory Note.

4. All action not inconsistent with provisions of this Resolution heretofore taken by this Board of Directors and the officers of the Corporation directed toward the financing of the Project and the issuance of the Promissory Note shall be and the same hereby is ratified, approved and confirmed. The officers of this Board, or any of them, are authorized to take any and all action necessary to carry out and consummate the transactions described in or contemplated by the instruments approved hereby or otherwise to give effect to the actions authorized hereby and the intent hereof.
5. After the Promissory Note are issued, this Resolution shall be and remain irrevocable until the Promissory Note or interest thereon shall have been fully paid or provisions for payment shall have been made pursuant to the Indenture.
6. If any section, paragraph, clause, or provisions of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.
7. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.
8. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.
9. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.
10. This Resolution shall be in force and effect from and after its passage.

Passed and approved the 5th day of November 2020.

Ana M. "Cha" Guzman
Chair, Board of Directors

Attested and approved as to form:

David Nisivoccia
Secretary/Treasurer

CERTIFICATE FOR RESOLUTION 20FAC-10-23

The undersigned officer of the San Antonio Housing Facility Corporation (the "Corporation"), a Texas public facility corporation created pursuant to the laws of the State of Texas, hereby certifies as follows:

1. In accordance with Chapter 551, Texas Government Code, as amended (the "Open Meetings Act"), and the bylaws of the Corporation, the Board of Directors of the Corporation (the "Board") held a meeting on November 5, 2020, (the "Meeting") of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

RESOLUTION 20FAC-10-23, APPROVING THE ISSUANCE OF SUNSHINE PLAZA APARTMENTS, INCORPORATED'S PROMISSORY NOTE TO FROST BANK IN AN AMOUNT NOT TO EXCEED \$4,000,000.00 TO BE SECURED BY A MORTGAGE LIEN ON SUNSHINE APARTMENTS. LOAN PROCEEDS WILL BE USED TO FINANCE IMMEDIATE AND LONG TERM CAPITAL REPAIRS AND IMPROVEMENTS AT SUNSHINE APARTMENTS; AUTHORIZING THE PRESIDENT AND CEO OR DESIGNEE TO EXECUTE ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Open Meetings Act and the Bylaws of the Corporation.

SIGNED AND SEALED this 5th day of November 2020.



David Nisivoccia
Secretary/Treasurer

**SAN ANTONIO HOUSING FACILITY CORPORATION
RESOLUTION 20FAC-10-23**

RESOLUTION 20FAC-10-23, APPROVING THE ISSUANCE OF SUNSHINE PLAZA APARTMENTS, INCORPORATED'S PROMISSORY NOTE TO FROST BANK IN AN AMOUNT NOT TO EXCEED \$4,000,000.00 TO BE SECURED BY A MORTGAGE LIEN ON SUNSHINE APARTMENTS. LOAN PROCEEDS WILL BE USED TO FINANCE IMMEDIATE AND LONG TERM CAPITAL REPAIRS AND IMPROVEMENTS AT SUNSHINE APARTMENTS; AUTHORIZING THE PRESIDENT AND CEO OR DESIGNEE TO EXECUTE ALL DOCUMENTATION NECESSARY TO CARRY OUT THE TRANSACTION; AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the Housing Authority of the City of San Antonio, Texas ("SAHA"), has, pursuant to the Texas Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the "Act"), approved and created the San Antonio Housing Facility Corporation, a nonstock, nonprofit public facility corporation (the "Issuer"); and

WHEREAS, SAHA and the Issuer approved on November 5, 2020, a tax-exempt loan from Frost Bank ("Frost") to finance the rehabilitation and improvement of a 100-unit multifamily housing facility located at 455 E Sunshine Road, San Antonio, Texas, known as Sunshine Plaza Apartments (the "Project"); and

WHEREAS, the tax-exempt loan will be made pursuant to a Loan Agreement between the Sunshine Plaza Apartments, Incorporated, and Frost dated December 1, 2020, and a Promissory Note (the "Promissory Note") in the original principal amount not to exceed \$4,000,000.00 payable to Frost, which will be secured by a Deed of Trust, Security Agreement – Financing Statement, and various closing documents, such as a Replacement Reserve and Security Agreement, Arbitration and Notice of Final Agreement and a Private Placement Letter (collectively, the "Loan Documents"); and

WHEREAS, the Promissory Note may be issued in a fixed rate or variable rate format and sold to Frost upon the terms and conditions outlined in the term sheet submitted by Frost; and

WHEREAS, in the event a variable rate Promissory Note is executed, it will be swapped to a fixed rate pursuant to an ISDA Master Agreement and other associated documents entered into with Frost (the "Swap Documents"); and

WHEREAS, Frost is requiring the Board to specifically approve the Loan Documents and, if necessary, the Swap Documents and requiring the Board to hire a financial advisor regarding the Swap; and

WHEREAS, if necessary, the Board will select Hilltop Securities ("Hilltop") as its financial advisor for the Swap based upon its prior relationship with Hilltop; and

WHEREAS, the Issuer is authorized to issue the Promissory Note and SAHA has approved the issuance of the Promissory Note in accordance with the Act; and

WHEREAS, the Board of Directors of the Issuer (the "Board") hereby authorizes the issuance of the Promissory Note in an amount not to exceed \$4,000,000.00 for the purpose of

providing funds for the Project, and paying the costs of issuing the Promissory Note, all pursuant to and in accordance with the terms and conditions provided under the Loan Documents; and

WHEREAS, the Promissory Note is a special, limited obligation of the Issuer and the obligations of the Issuer shall never constitute an indebtedness, an obligation, or a loan of credit of the State of Texas, SAHA, the County of Bexar, Texas, the City of San Antonio, Texas, or any other political subdivision of the State of Texas, with the meaning of any constitutional provisions or statutory limitations; and

WHEREAS, the Issuer is authorized to issue the Promissory Note pursuant to the Act; and

WHEREAS, this Board of Directors has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of the Issuer and that the terms and conditions of the Promissory Note and the above-described instruments, including without limitation the dates, interest rates, maturities, redemption terms and sales price of the Promissory Note and the manner of disbursing the proceeds thereof are advisable; and

BE IT THEREFORE RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN ANTONIO HOUSING FACILITY CORPORATION, THAT:

Section 1. The terms of the Loan Documents, and if applicable, the Swap Documents are hereby approved.

Section 2. The issuance of the Promissory Note, the Swap Documents, the Loan Documents are hereby authorized and approved, and the President, any Vice President, the Secretary/Treasurer, any Assistant Secretary/Treasurer or any of them, of the Issuer, are hereby authorized and directed to execute (to the extent required to be executed or acknowledged by the Issuer) and deliver (or to accept, as the case may be), the Swap Documents, Loan Documents, and any and all certificates (including tax certificates) and other instruments described therein upon the conditions therein described or necessary or desirable in connection with the issuance of the Promissory Note, all upon the terms herein approved, and the executing officer is authorized to negotiate and approve such changes in the terms of each such instrument as such officer shall deem necessary or appropriate upon the advice of counsel to the Issuer, and approval of the terms of each such instrument by such officer and this Board shall be conclusively evidenced by the execution and delivery of such documents. The Corporation is authorized to hire Hilltop Securities as its financial advisor regarding the Swap.

Section 3. The Promissory Note in the principal amount not to exceed \$4,000,000.00 in substantially the form and substance set forth in the Loan Documents, is hereby approved, and the President, the Vice President, the Secretary/Treasurer and each Assistant Secretary/Treasurer, or any of them, are hereby authorized and directed, for and on behalf of the Issuer, to execute the Promissory Note or have their facsimile signatures placed upon it, and the signatures of such officers are hereby authorized and directed to be affixed or placed in facsimile on the Promissory Note.

Section 4. All action not inconsistent with provisions of this Resolution heretofore taken by this Board of Directors and the officers of the Issuer directed toward the financing of the Project and the issuance of the Promissory Note shall be and the same hereby is ratified, approved and confirmed. The officers of this Board, or any of them, are authorized to take any and all action necessary to carry out and consummate the transactions described in or contemplated by the instruments approved hereby or otherwise to give effect to the actions authorized hereby and the intent hereof.

Section 5. After the Promissory Note are issued, this Resolution shall be and remain irrevocable until the Promissory Note or interest thereon shall have been fully paid or provisions for payment shall have been made pursuant to the Indenture.

Section 6. If any section, paragraph, clause, or provisions of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 8. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 9. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 10. This Resolution shall be in force and effect from and after its passage.

Passed and approved the 5th day of November 2020.

**Dr. Ana "Cha" Guzman
Chair, Board of Directors**

Attested and approved as to form:

**David Nisivoccia
Secretary/Treasurer**



SAHA 2025 Strategic Plan Update

October 22, 2020

Preparing for implementation: SAHA 2025

1. Timeline
2. SAHA 2025
 - a. Guiding Statements
 - b. Plan Sections
 - c. Resident and Stakeholder Working Group Meetings
3. Next Steps

TIMELINE

2018

July - Aug

Sr. Team interviews: How to improve plan implementation processes

Oct 23

Strategic plan Steering Committee formed

2019

Jan 23

Q2 Work Session: *Assessment of old plan, SWOT exercise*

Feb 27

Steering Committee: *Adopted Theory of Change (TOC) structure*

Apr 5

Board Retreat: *Presentation of assessment of plan and areas to improve*

Apr 25

Q3 Work Session: *Impact Statement, Outcomes, long-term scenarios*

May 30

Sr. Team Special Meeting: *Maslow Hierarchy*

June-July

Sr. Team Workshops: *Outcome rationale, barriers, and preconditions*

July 24

Q4 Work Session: *Prioritized 5-year outcomes for SAHA clients*

Oct 22

Operations Committee: *Update*

Oct 23

Q1 Work Session: *Prioritized 5-year outcomes for staff; community impact*

Nov-Dec

Resident and Staff surveys, presentation to Resident Council Committee

TIMELINE

Jan 23	Operations Committee: <i>Update</i>
Jan 30	Q2 Work Session: <i>Finalized outcome selection, drafted potential indicators</i>
Feb 13	HUD MTW Site Visit
Feb 14	Draft Plan shared with Board
Feb 21	Draft Plan posted for public comment
Feb 26	Public Housing Resident Council Training
Mar	Outcome Teams start meeting to develop indicators, targets, and strategies
Apr-May	SAHA 2025 Survey: resident comment on proposed 2025 outcomes
Apr 16	Operations Committee: Public Hearing and Update
May 7	Board of Commissioners: MTW Plan Consideration
Jun 4	Board of Commissioners: Budget consideration
Aug	Outcome Teams start to transition into Implementation Teams (develop 1-year strategies and logic models)
Sep-Oct	Resident and Stakeholder Working Groups review and comment on draft strategies

SAHA 2025: GUIDING STATEMENTS

VISION **Create dynamic communities where people thrive**

MISSION **Provide quality affordable housing that is well integrated into the fabric of neighborhoods and serves as a foundation to improve lives and advance resident independence**

IMPACT **San Antonio Area has a high quality of life where all are thriving**

SAHA 2025: PLAN SECTIONS

COMMUNITY IMPACT

Agency impact on community

MONITORING

Key internal processes and operating parameters

NAVIGATION

5-year: outcomes, indicators, targets, strategies
1-year: implementation strategies

COMMUNITY IMPACT

Neighborhood Impact

SAHA properties and residents are integrated into the physical, social, and economic fabrics of surrounding neighborhoods

- Neighbor satisfaction
- Neighboring property value appreciation

Local Economy Impact

Affordable housing contributes to the local economy through various multiplier effects

- Additional jobs created elsewhere in the economy for every job created by affordable housing operations
- Impact on local economy of dollars distributed annually to private property owners through rental subsidies

Social Impact

Subsidized rental housing boosts health, discretionary income, food security, and other social outcomes

- Income Boosts from Affordable Housing
- Housing as a Vaccine: Improved Health Outcomes and Medical Cost Savings from Permanent Supportive Housing for the Homeless

PERFORMANCE MONITORING

01	Operational Indicators	<ul style="list-style-type: none">• Total Households Served• Agency-wide Utilization• Waiting List Households• Units acquired or built• Units of Housing Preserved• Offline Units
02	Financial Indicators	<ul style="list-style-type: none">• Debt-to-equity ratio• Current ratio
03	People (Clients)	<ul style="list-style-type: none">• Positive program exits• Earned income of adults working full-time• Employment Rate• Extremely Low Income Households

NAVIGATION

Five-year cycle: 2025

- *Outcomes*
- *Indicators and Targets*
- *Strategies*

One-year cycle: 2021

- *Strategies*
- *First-year targets*

August:

Teams start developing 1-year strategies and logic models

Sept-Oct:

Resident and Stakeholder Working Groups review and comment on draft strategies

Resident and Stakeholder Working Groups

10

- Sep 22** SAHA residents live in quality affordable housing
- Sep 29** SAHA residents feel safe
- Oct 6** SAHA residents have access to affordable utilities
- Oct 13** SAHA residents have a sufficient supply of affordable housing options
- Oct 20** SAHA residents have sufficient food, drinking water, clothing, and shelter

NEXT STEPS

2020 Nov-Dec	Update strategies with resident and stakeholder feedback Explore key partnerships
2021 Jan-Mar	Capture and report on FY21 progress to date
Apr-Jun	Final report on FY21 progress Prepare FY22/FY26 plans

QUESTIONS?

SAN ANTONIO HOUSING AUTHORITY**October 22, 2020****MEMORANDUM**

To: Board of Commissioners

From: David Nisivoccia, President and CEO

Presented by: Steven Morando, Director of Procurement and General Services

RE: Procurement Activity Report

HUD 60002 Report - Section 3

Each year, SAHA submits its U.S. Department of Housing and Urban Development (HUD) 60002 Report, which summarizes the results of new contracts awarded to Section 3 businesses and Section 3 new hires by SAHA and its contracted vendors. The FY20 report combines all funding sources. Goals are thirty percent for Section 3 new hires, ten percent for Construction Awards to Section 3 businesses and three percent for Non-Construction Awards to Section 3 Businesses.

We are reporting the results of the past fiscal year, which will be submitted to HUD.

For the fiscal year ended June 30, 2020, SAHA's results are as follows:

SAHA Section 3 New Hires	10%*
Section 3 Vendor New Hires	49%*
Combined	38%
Construction Awards to Section 3 Businesses	76%
Non-Construction Awards to Section 3 Businesses	5%

*Percent of Section 3 New Hires are a percent of total news hires for the period.

The attachment to this memo shows the breakdown for the HUD 60002 report for fiscal year 2020.

Current Solicitations: There is currently one Request For Proposals (RFP) and one Quick Quote (QQ) being advertised. The Request For Proposals is for Villa de Valencia Building 4 Foundation Stabilization. The Quick Quote is for Resident Services for Tax Credit Property.

Closed/Pending Solicitations: There are six solicitations that have closed and are currently being evaluated. The solicitations are for Tenant Screening Services Agency Wide; Cellular Lease Consultant; Electrical Repair and Replacement Services Agency Wide; Housekeeping Services for Beacon Communities; Public Relations Consulting Services; and, Sunshine Plaza Exterior Rehabilitation and HVAC Improvements.

Solicitations in Development: Procurement is currently working on a number of solicitations for advertisement. These include Pest Control Services for Beacon Communities; Closed Loop Water Treatment Systems Services; Madonna Gas System and Parking Lot Improvements; Energy Audit and Utility Allowance Study Services; Disaster Restoration of Operation Services; Risk Management Software; Pest Control Services for Public Housing and Administrative Properties;

SAN ANTONIO HOUSING AUTHORITY**October 22, 2020**

Foundation Repairs at William Sinkin Apartments; Conversion of Unit at T.L. Shaley Apartments; Rehabilitation of Fire Damaged Unit 919 Chihuahua; Third Party Fleet Maintenance Services; Vending Concessions for SAHA Properties; On-Call Real Estate Appraisal Services; and, Collection Services.

CHANGE ORDERS

Date	Contract	Contractor	Description
5/11/2020	Renovation of Suite 206 at SAHA's Central Office	Alpha Building Corporation	Additional scope; increase in contract value \$1,725.50
7/1/2020	Inspection Service and Replacement of Fire Extinguishers	AC Fire Equipment	Transitioning Beacon property added; no additional funds added to Agreement
7/1/2020	Fire Alarm and Fire Sprinkler Life Safety Systems Inspections Testing and Repair	Firetrol Protection Systems	Transitioning Beacon property added; no additional funds added to Agreement
7/1/2020	Housekeeping Services for Beacon	Garcia Brothers Make Ready & Repairs	Transitioning Beacon property added; no additional funds added to Agreement
7/1/2020	Painting Services for Beacon Communities	A&S Landscaping	Transitioning Beacon property added; no additional funds added to Agreement
7/1/2020	Painting Services for Beacon Communities	Garcia Brothers Make Ready & Repairs	Transitioning Beacon property added; no additional funds added to Agreement
7/1/2020	Swimming Pool Maintenance and Repair Services	Labrum Investments dba Fiesta Pool Services	Transitioning Beacon property added; no additional funds added to Agreement
7/1/2020	Waste Disposal and Recycling Services	Waste Management	Transitioning Beacon property added; \$14,767.32 added to this Agreement
7/1/2020	Towing Services Agency Wide	Parking Solutions of	Transitioning Beacon

SAN ANTONIO HOUSING AUTHORITY**October 22, 2020**

		San Antonio	property added; no additional funds added to the Agreement
10/1/2020	Electrical Maintenance and Replacement Services	Central Electric Enterprises & Co., Inc.	Time only extension; no additional funds added to the Agreement
10/2/2020	Carpet Cleaning Services	Master Carpet Cleaning	Time only extension; no additional funds added to the Agreement

VEHICLE PURCHASES

No vehicles were purchased during the third calendar quarter of 2020.

PROPOSED ACTION:

None at this time.

FINANCIAL IMPACT:

Amounts paid according to award provisions.

STRATEGIC OBJECTIVE:

Transform core operations to be a high performing and financially strong organization.

ATTACHMENT:

Procurement Activity Report
Section 3 HUD 60002 Report Figures

Procurement Activity Report as of October 5, 2020

Solicitations Currently being Advertised				
SAHA Department	Type	Solicitation Name	Bidders Conference	Closes
Beacon Communities	RFP	Villa De Valencia Building 4 Foundation Stabilization	N/A	10/9/2020
Beacon Communities	QQ	Resident Services for Tax Credit Property	N/A	10/9/2020
Solicitations Under Evaluation				
SAHA Department	Type	Solicitation Name	Date Closed	Ops Meeting October 22, 2020 and Board Meeting November 5, 2020
Agency Wide	IFB	Vent and Duct Cleaning Services Agency Wide	8/25/2020	
DSNR	RFP	Tax Credit Consulting Services	8/25/2020	
Construction Services	IFB	Rehabilitation of Fire Damaged Unit at Cross Creek Apartments	9/4/2020	
Solicitations Under Evaluation				
Agency Wide	RFP	Tenant Screening Services Agency Wide	8/4/2020	Negotiations Due Diligence Procurement Evaluation
Agency Wide	RFP	Cellular Lease Consultant	8/27/2020	
Agency Wide	RFP	Electrical Repair and Replacement Services Agency Wide	9/21/2020	
Beacon Communities	RFP	Housekeeping Services for Beacon Communities	9/22/2020	
Communications and Public Affairs	RFP	Public Relations Consulting Services	9/29/2020	
Construction Services	RFP	Sunshine Plaza Exterior Rehabilitation and HVAC Improvements	10/5/2020	
Future Solicitations				
Beacon Communities		Pest Control Services for Beacon Communities		October 2020
Construction Services		Closed Loop Water Treatment Systems Services		October 2020
		Madonna Gas System and Parking Lot Improvements		October 2020
		Energy Audit and Utility Allowance Study Services		October 2020
DSNR		New Affordable Home Construction Services for Villas de Fortuna, Sunflower and Palm Lake		October 2020
Finance and Accounting		Disaster Restoration of Operation Services		Cooperative Purchasing Program
		Risk Management Software		Piggyback Contract
Public Housing		Pest Control Services for Public Housing and Administrative Properties		October 2020
		Foundation Repairs at William Sinkin Apartments		November 2020
		Conversion of Unit at T.L. Shaley Apartments		November 2020
		Rehabilitation of Fire Damaged Unit 919 Chihuahua		November 2020
Procurement and General Services		Third Party Fleet Maintenance Services		Cooperative Purchasing Program
Agency Wide		Vending Concessions for SAHA Properties		November 2020
		On-Call Real Estate Appraisal Services		November 2020
		Collection Services		November 2020

Informal Awards Up to \$50,000

SAHA Department	Solicitation Name	Vendor	Amount	Date
Beacon Communities	Installation of temporary bracing on exterior walls at Pecan Hill Apartments	Alpha Building Corporation	\$10,344.25	7/22/2020
General Services	Exterior Sign for Section 8	Pinnacle Sign Team	\$2,920.00	8/4/2020
CDI	Webinar and Certification for FSS Case Managers	Nan McKay	\$9,750.00	8/24/2020
Public Housing	Fence repair at Springview (Sheriff's Building)	Del La Garza Fence & Supply Company	\$4,514.11	8/25/2020
Public Housing	Bed bug trashout at Marie McGuire	Pied Piper Pest Control	\$3,600.00	9/8/2020
General Services	Replace Ceiling Grid System in Room 109, Central Office	Matchless Acoustic Ceilings	\$9,050.00	9/11/2020
Beacon Communities	Emergency building repair at Homestead Apartments, Building 14	A&S Landscaping	\$4,200.00	9/24/2020
Beacon Communities	Mowing and Grounds Maintenance for Beacon Communities	Blue Lacy Landscape & Maintenance	\$50,000.00	10/5/2020
Beacon Communities	Mowing and Grounds Maintenance for Beacon Communities	Olympia Landscape Development	\$50,000.00	10/5/2020
IT Purchases				
	Wrike Renewal	Softek	\$32,400.00	7/25/2020
	WEBQA Renewal	SHI Government Solutions	\$4,233.60	7/27/2020
	Entrust Cloud Renewal	SHI Government Solutions	\$7,347.82	7/31/2020
	Video Conferencing Tool	Zoom	\$4,085.00	8/19/2020
	Live Vault Services Annual Maintenance and Support	LMC Data	\$8,227.55	9/15/2020
	Palo Alto Cortez Software Subscription	World Wide Technology	\$18,592.86	9/17/2020
	HP Carepack Renewal	Hewlett Packard	\$4,714.80	9/21/2020
	Lucid Software Renewal	Lucid	\$6,795.00	10/7/2020

SAN ANTONIO HOUSING AUTHORITY

