



# SAN ANTONIO HOUSING AUTHORITY REGULAR BOARD MEETING AUGUST 5, 2021



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**BOARD OF COMMISSIONERS**

Dr. Ana "Cha" Guzmán Chair	Jessica Weaver Vice Chair	Loren D. Dantzler Commissioner	Olga Kauffman Commissioner	Gabriel Lopez Commissioner	Ignacio Perez Commissioner	Ruth Rodriguez Commissioner
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**PRESIDENT & CEO**

Ed Hinojosa, Jr.

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**SAN ANTONIO HOUSING AUTHORITY**  
**\*REGULAR BOARD MEETING**  
**TELECONFERENCE**

**Call In Phone Number: (346) 248-7799**  
**Meeting ID: 93839434337# Passcode: 654170#**  
**1:00 p.m., Thursday, August 5, 2021**

The Board of Commissioners will convene for a Board meeting via 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 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 1:00 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 SAHA 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 SAHA 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.

**CITIZENS TO BE HEARD**

3. **Citizens to be Heard at approximately 1:00 p.m.** (may be heard after this time) Citizens wishing to speak on issues not related to items posted on the agenda should access Phone Number: **(346) 248-7799** and enter Meeting ID: **93839434337#** and Passcode: **654170#**, prior to 1:00 p.m. Citizens will be given up to three minutes to speak. Each citizen will be permitted to speak only once at any regular Board Meeting. A Spanish/English translator will be available to citizens needing translation.

Now is the time for Citizens to be Heard. The Board asks the public to address concerns related to SAHA 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 SAHA staff for more prompt resolution. The Board will not discuss the comments of speakers or respond to speakers during the Citizens to be Heard portion of the agenda.

## **MINUTES**

### **4. Minutes**

- Approval of the June 3, 2021, Regular Board Meeting Minutes
- Approval of the June 17, 2021 Special Board Meeting Minutes
- Approval of the June 18, 2021 Special Board Meeting Minutes
- Approval of the July 14, 2021 Special Board Meeting Minutes
- Approval of the July 22, 2021, Operations Committee Minutes
- Approval of the July 22, 2021, Real Estate Development Committee Meeting Minutes

## **CONSENT ITEMS**

5. Consideration and approval regarding Resolution 6155, authorizing the award of a contract for Madonna Apartments Natural Gas Systems, Boiler Room and Parking Lot Improvements to Tracker Energy Services for an amount not to exceed \$1,045,679.00 (George Ayala, Director of Procurement; Hector Martinez, Director of Construction Services and Sustainability)
6. Consideration and approval regarding Resolution 6156, authorizing the award of contracts for automated and manual bulk pickup services agency wide to Bulk-Away, LLC (AABE) and Will-Luc Enterprises dba Junk King San Antonio (WBE, Section 3 Business) for an annual cumulative amount not to exceed \$550,000.00; for a period of one year with the option to renew up to four additional one year terms (George Ayala, Director of Procurement; Kristi Baird, Director of Beacon Communities; Zachariah Woodard, Director of Federal Housing Programs)
7. Consideration and approval regarding Resolution 6157, authorizing the award of a contract for Turnkey WiFi Expansion Project to VIA Technology, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for an amount not to exceed \$2,371,176.00 (George Ayala, Director of Procurement; Jo Ana Alvarado, Director of Innovative Technology)
8. Consideration and approval regarding Resolution 6158, authorizing the award of contracts for the Broadband Installation and Services portion of the WiFi Expansion project to Grande Communication Networks, LLC for an annual cumulative amount not to exceed \$227,430.00; for a period of one year with the option to renew up to two additional one-year terms; and, Spectrum Enterprises for a period of one year with the option to renew up to two additional one-year terms for an annual cumulative amount not to exceed \$311,713.00 for year one and an annual cumulative amount not to exceed \$302,269.00 for year two and for year three (George Ayala, Director of Procurement; Jo Ana Alvarado, Director of Innovative Technology)
9. Consideration and approval regarding Resolution 6159, authorizing the award of a contract for development initiative consulting services to Baker Tilly Virchow Krause, LLP through Philadelphia Housing Authority for an amount not to exceed \$500,000.00; for a period of seven months with the option to renew up to three additional one year terms (George Ayala, Director of Procurement; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)
10. Consideration and approval regarding Resolution 6160, approving the Payment Standard Schedule between 90% and 105% of Small Area Fair Market Rents (SAFMRs) for the Emergency Housing Voucher (EHV) Program (Zachariah Woodard, Director of Federal Housing Programs)
11. Consideration and approval regarding Resolution 6161, approving the Interim Reexamination Policy and the Emergency Housing Voucher Program Policy (Zachariah Woodard, Director of Federal Housing Programs)

12. Consideration and approval regarding Resolution 6163, authorizing a capital contribution of \$1,000,000.00 in Moving to Work (MTW) funds for the Bristol at Somerset project; and other matters in connection therewith (Timothy E. Alcott, Chief Legal and Real Estate Officer; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)
13. Consideration and approval regarding Resolution 6164, in support of placing Land Use Restriction Agreements (LURA) on Stablewood Farms Apartments (Timothy E. Alcott, Chief Legal and Real Estate Officer)

#### **DISCUSSION ITEMS**

14. Discussion regarding resident concerns

15. President's Report

- SAHA Gives Away Supplies for Back-to-School
- Beat the Heat Meet and Greet at Highview Apartments
- Victoria Plaza Volunteer Day
- Fiesta Float Resident Winners
- Commemorating Juneteenth
- Celebrating Pride Month

16. \*Closed Session:

#### **Consultation with Attorney**

Deliberate and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney)

- Semi-Annual Litigation Update

#### **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 and consideration of employment contract for President and CEO

17. 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.

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**REGULAR BOARD MEETING - TELECONFERENCE**  
**Call In Phone Number: (346) 248-7799**  
**Meeting ID: 93839434337# Passcode: 654170#**  
**1:00 p.m., Thursday, June 3, 2021**

**SCHEDULED: 1:00 p.m. - Teleconference**

**COMMISSIONERS PRESENT:**

Dr. Ana “Cha” Guzman, Chair  
Jessica Weaver, Vice Chair  
Olga Kauffman, Commissioner  
Gabriel Lopez, Commissioner  
Ruth Rodriguez, Commissioner

**COMMISSIONERS ABSENT:**

Ignacio Perez, Commissioner

**COUNSEL:** Doug Poneck,  
Escamilla & Poneck, LLP

**TRANSLATOR:** BCC Communications

**STAFF:**

Ed Hinojosa, Jr., Interim President and CEO  
Muriel Rhoder, Chief Administrative Officer  
Brandee Perez, Chief Operating Officer  
Timothy E. Alcott, Chief Legal and Real Estate Officer  
Jo Ana Alvarado, Director of Innovative Technology  
George Ayala, Director of Procurement  
Kristi Baird, Director of Beacon Communities  
Diana Kollodziej Fiedler, Director of Finance and Accounting  
Domingo Ibarra, Director of Security  
Aiyana Longoria, Director of Internal Audit

Hector Martinez, Director of Construction Services and Sustainability  
Richard Milk, Director of Policy and Planning  
Michael Reyes, Director of Communications and Public Affairs  
Lorraine Robles, Director of Development Services and Neighborhood Revitalization  
Janie Rodriguez, Director of Human Resources  
Tom Roth, Director of Asset Management  
Joel Tabar, Director of Community Development Initiatives  
Zachariah Woodard, Director of Federal Housing Programs

**Item 1: Meeting called to order**

Dr. Guzman, Board Chair, called the meeting to order at 1:09 p.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided three minutes each to speak to any agenda items. There were no citizens who spoke during the meeting.

**CITIZENS TO BE HEARD**

**Item 3: Citizens to be Heard** - Citizens wishing to speak on issues not related to items posted on the agenda were given three minutes to speak. There were no citizens who spoke during the meeting.

## MINUTES

### Item 4: Minutes

- Approval of the May 6, 2021, Regular Board Meeting Minutes
- Approval of the May 20, 2021, Operations Committee Minutes
- Approval of the May 20, 2021, Finance Committee Minutes
- Approval of the May 20, 2021, Real Estate Development Committee Meeting Minutes

**Motion:** Commissioner Kauffman moved to approve the Meeting minutes. Commissioner Lopez seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Jessica Weaver, Vice Chair	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner			X	

## PUBLIC HEARING

**Item 5: Public hearing regarding Resolution 6143, authorizing (i) the Las Varas Public Facility Corporation Multifamily Housing Revenue Bonds (Granada Apartments) Series 2021 (the "Bonds"); (ii) the Las Varas Public Facility Corporation (the "Issuer" or "LVPFC") to approve Resolution 21LVPFC-05-20 authorizing the bonds; and (iii) other matters in connection therewith** (Timothy E. Alcott, Chief Legal and Real Estate Officer)

**Public Hearing** - Citizens are provided three minutes each to speak to the public hearing agenda item. There were no citizens who spoke during the meeting.

## CONSENT ITEMS

**Item 6: Consideration and approval regarding Resolution 6136, amending and restating the Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust, and authorizing the Interim President and CEO to execute the amended and restated plan (Muriel Rhoder, Chief Administrative Officer; Janie Rodriguez, Director of Human Resources)**

Consent

**Item 7: Consideration and approval regarding Resolution 6147, in support of the removal of the Custodian of the Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust, and appointment of successor Custodian (Muriel Rhoder, Chief Administrative Officer; Janie Rodriguez, Director of Human Resources)**

Consent

**Item 8: Consideration and approval regarding Resolution 6142, authorizing the Interim President and CEO to renew or place insurance policies covering property, liability, cyber liability,**

**excess/umbrella, directors and officers, employment practices, workers' compensation, automobile fleet, fiduciary, fidelity, flood, and boiler and machinery for the San Antonio Housing Authority and its affiliated entities, for Fiscal Year 2021-2022, for an estimated amount of \$4,304,042.00 (Diana Kollodziej Fiedler, Director of Finance and Accounting)**

Consent

**Item 9: Consideration and approval regarding Resolution 6149, adopting the San Antonio Housing Authority Internal Audit Plan for Fiscal Year 2021-2022 (Aiyana Longoria, Director of Internal Audit)**

Consent

**Item 10: Consideration and approval action regarding Resolution 6143, authorizing (i) the Las Varas Public Facility Corporation Multifamily Housing Revenue Bonds (Granada Apartments) Series 2021 (the "Bonds"); (ii) the Las Varas Public Facility Corporation (the "Issuer" or "LVPFC") to approve Resolution 21LVPFC-05-20 authorizing the bonds; and (iii) other matters in connection therewith (Timothy E. Alcott, Chief Legal and Real Estate Officer)**

Consent

SAHA staff informed the Board that the tax credit buyer has been changed to AHP, an affiliate of Berkshire Hathaway Inc., and that this change does not affect the resolution or any of the financials of the transaction.

**Item 11: Consideration and approval regarding Resolutions 6145 and 21LVPFC-05-22, authorizing the Las Varas Public Facility Corporation to approve an inducement resolution for the proposed San Jose Apartments project (Timothy E. Alcott, Chief Legal and Real Estate Officer)**

Consent

**Motion:** Commissioner Lopez moved to approve Items #6-11. Chair Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Jessica Weaver, Vice Chair	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner			X	

## INDIVIDUAL ITEMS

**Item 9: Consideration and approval regarding Resolution 6141, approving the Consolidated Operating Budget for the San Antonio Housing Authority and its affiliated entities for the fiscal year ending June 30, 2022 (Diana Kollodziej Fiedler, Director of Finance and Accounting)**

Diana Kollodziej Fiedler, Director of Finance and Accounting, provided the Board a brief presentation addressing questions raised during the presentation from Resolution 6141 at the Finance Committee Meeting on May 20, 2021, including: the FY 2022 Consolidated Revenue Trend, FY 2022 Consolidated Expense Trend, Budget by Line of Business (Millions), and SAHA Organizational Structure.

Chair Guzman requested clarification on future trend reports regarding whether figures are actual or budgeted.

Vice Chair Weaver requested information regarding revenue from developments and how it is disbursed. She then recommended discussing how to best utilize development revenue at a future date.

**Motion:** Commissioner Kauffman moved to approve Resolution 6141. Vice Chair Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Jessica Weaver, Vice Chair	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner	X			

## DISCUSSION ITEMS

**Item 11: Discussion regarding resident concerns**  
No discussion was held regarding resident concerns.

**Item 12: President's Report**

- Final Episode of COVID-19 Response Mini-Documentary Series
- SAHA Garner \$2.3 Million Jobs Plus Grant
- SAHA Hosts Painting Event for Mental Health Awareness
- SAHA Returns to Near Normal Operations
- Father's Day Fiesta
- SAHA Job Fair

Mr. Hinojosa remarked on the COVID-19 response mini-documentary series; the episode included in the President's report is the final of four episodes in the series. The second episode of the series was shown prior to the start of this Board meeting. The remaining episodes will be shown at the beginning of future Board meetings.

Mr. Hinojosa then reported that SAHA has received a \$2.3 million Jobs Plus grant from HUD. This is the third grant of this type SAHA has received. The previous two grants were received for Alazan and Cassiano Homes. This grant is dedicated to Lincoln Heights. The grant will increase employment opportunities for the residents at Lincoln Heights and will provide one-on-one case management. The program will focus on work readiness, employer links, financial counseling, education advancement, job placement, and employment counseling.

Mr. Hinojosa explained that SAHA is returning to near-normal operations on Monday, June 7, 2021. SAHA will return to working directly with residents, while maintaining COVID-19 spread preventative measures.

Chair Guzman recommended that additional masks be available for residents to wear when meeting with staff if wanted.

Mr. Hinojosa then highlighted the annual Father’s Day Fiesta. The event will be virtual this year. SAHA has requested nominations from residents for a father to receive the Hombre Noble award.

Mr. Hinojosa noted that SAHA is holding a job fair tomorrow, Friday, June 4, 2021, to recruit individuals for open positions at SAHA.

Chair Guzman then recessed the meeting for Closed Session at 1:4 p.m.

**Item 11: \*CLOSED SESSION**

**Consultation with Attorney**

Deliberate and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney)

- Consultation with attorney regarding HUD and CDC eviction moratoriums

**Real Estate/Consultation with Attorney**

Deliberate the management, purchase, exchange, lease or value of certain real properties and obtain legal advice regarding related legal issues pursuant to Texas Government Code Sec. 551.072 (real property) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney regarding Resolutions 6144, 21LVPFC-05-21, and 21FAC-05-20, authorizing the Las Varas Public Facility Corporation and the San Antonio Housing Facility Corporation to approve inducement resolutions for the proposed Palo Alto Apartments Project
- Consultation with attorney regarding Resolutions 6146, 21LVPFC-05-23, and 21FAC-05-22, authorizing the Las Varas Public Facility Corporation and the San Antonio Housing Facility Corporation to approve inducement resolutions for the proposed Zarzamora Commons Apartments project

**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 President and CEO recruitment process

The Board of Commissioners returned from Closed Session at 4:40 p.m.

Commissioner Lopez motioned to approve Resolutions 6144 and 6146, as discussed in closed session. Commissioner Kauffman seconded the motion.

Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair	X			
Jessica Weaver, Vice Chair			X	
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner	X			

**Item 12: Adjournment**

With no objections, Dr. Guzman, Board Chair, adjourned the meeting at 4:41 p.m.

**ATTEST:**

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

\_\_\_\_\_  
**Date**

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

\_\_\_\_\_  
**Date**

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**SPECIAL BOARD MEETING - TELECONFERENCE**  
Call In Phone Number: (346) 248-7799  
Meeting ID: 83991382881# Passcode: 330299#  
12:00 p.m., Thursday, June 17, 2021

**SCHEDULED: 12:00 p.m. - Teleconference**

**COMMISSIONERS PRESENT:**

Dr. Ana "Cha" Guzman, Chair  
Jessica Weaver, Vice Chair  
Olga Kauffman, Commissioner  
Gabriel Lopez, Commissioner  
Ignacio Perez, Commissioner  
Ruth Rodriguez, Commissioner

**COMMISSIONERS ABSENT:**

None

**COUNSEL:** Doug Poneck, Escamilla & Poneck, LLP

**RECRUITER:** Renée Narloch, S. Renée Narloch and Associates

**INTERVIEW COMMITTEE:**

Francesca Caballero  
Dr. Monica Cruz  
Dr. Robert Garza  
Victor Landa  
Gabriel Velasquez

**Item 1: Meeting called to order**

Dr. Guzman, Board Chair, called the meeting to order at 12:20 p.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided three minutes each to speak to any agenda items. There were no citizens who spoke during the meeting.

**DISCUSSION ITEMS**

The Board of Commissioners and Interview Committee members introduced themselves.

Chair Guzman then recessed the meeting for Closed Session at 12:29 p.m.

**Item 3: \*CLOSED SESSION**

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 and first round interviews for President and CEO position

**Item 4: Adjournment**

With no objections, Dr. Guzman, Board Chair, adjourned the meeting at 4:39 p.m.

**ATTEST:**

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

\_\_\_\_\_  
**Date**

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

\_\_\_\_\_  
**Date**

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**SPECIAL BOARD MEETING - TELECONFERENCE**  
Call In Phone Number: (346) 248-7799  
Meeting ID: 83991382881# Passcode: 330299#  
9:00 a.m., Friday, June 18, 2021

**SCHEDULED: 9:00 a.m. - Teleconference**

**COMMISSIONERS PRESENT:**

Dr. Ana “Cha” Guzman, Chair  
Jessica Weaver, Vice Chair  
Olga Kauffman, Commissioner  
Gabriel Lopez, Commissioner  
Ignacio Perez, Commissioner  
Ruth Rodriguez, Commissioner

**COMMISSIONERS ABSENT:**

None

**COUNSEL:** Doug Poneck, Escamilla & Poneck, LLP

**RECRUITER:** Renée Narloch, S. Renée Narloch and Associates

**INTERVIEW COMMITTEE:**

Francesca Caballero  
Dr. Monica Cruz  
Dr. Robert Garza  
Victor Landa  
Gabriel Velasquez

**Item 1: Meeting called to order**

Dr. Guzman, Board Chair, called the meeting to order at 9:23 a.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided three minutes each to speak to any agenda items. There were no citizens who spoke during the meeting.

**DISCUSSION ITEMS**

Chair Guzman recessed the meeting for Closed Session at 9:24 a.m.

**Item 3: \*CLOSED SESSION**

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 and first round interviews for President and CEO position

**Item 4: Adjournment**

With no objections, Dr. Guzman, Board Chair, adjourned the meeting at 1:41 p.m.

**ATTEST:**

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

\_\_\_\_\_  
**Date**

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

\_\_\_\_\_  
**Date**

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**SPECIAL BOARD MEETING**  
**818 S. FLORES ST., SAN ANTONIO, TX 78204**  
**1:00 p.m., Thursday, July 14, 2021**

**SCHEDULED: 1:00 p.m.**

**COMMISSIONERS PRESENT:**

Dr. Ana “Cha” Guzman, Chair  
Jessica Weaver, Vice Chair  
Olga Kauffman, Commissioner  
Gabriel Lopez, Commissioner  
Ignacio Perez, Commissioner  
Ruth Rodriguez, Commissioner

**COMMISSIONERS ABSENT:**

Loren D. Dantlzer

**COUNSEL:** Doug Poneck,  
Escamilla & Poneck, LLP

**STAFF:**

Ed Hinojosa, Jr., Interim President and CEO  
Muriel Rhoder, Chief Administrative Officer  
Jo Ana Alvarado, Director of Innovative  
Technology  
Kristi Baird, Director of Beacon  
Communities

Domingo Ibarra, Director of Security  
Richard Milk, Director of Policy and Planning  
Zachariah Woodard, Director of Federal Housing  
Programs

**Item 1: Meeting called to order**

Dr. Guzman, Board Chair, called the meeting to order at 1:20 p.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided three minutes each to speak to any agenda items. There were four (4) citizens who signed up to speak to the agenda. There were four (4) citizens who spoke during the meeting.

**DISCUSSION ITEM**

Chair Guzman then recessed the meeting for Closed Session at 1:30 p.m.

**Item 3: \*CLOSED SESSION**

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 and final interviews for President and CEO position

The Board of Commissioners returned from Closed Session at 5:43 p.m.

**INDIVIDUAL ITEM**

**Item 4:** Consideration and action regarding the selection of a President and CEO.

**Motion:** Chair Guzman moved that the Board of Commissioners select Ed Hinojosa, Jr. as the San Antonio Housing Authority’s President and CEO, subject to the successful negotiation of a mutually acceptable contract. Commissioner Perez seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair	X			
Jessica Weaver, Vice Chair	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			
Ruth Rodriguez, Commissioner	X			

**Item 5: Adjournment**

With no objections, Dr. Guzman, Board Chair, adjourned the meeting at 5:45 p.m.

**ATTEST:**

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

\_\_\_\_\_  
**Date**

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

\_\_\_\_\_  
**Date**

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**OPERATIONS AND CHOICE NEIGHBORHOOD COMMITTEE**  
**OR SPECIAL BOARD MEETING**  
**Call In Phone Number: (346) 248-7799**  
**Meeting ID: 93839434337# Passcode: 654170#**  
**1:00 p.m., Thursday, July 22, 2021**

**SCHEDULED: 1:00 p.m. - Teleconference**

**COMMISSIONERS PRESENT:**

Dr. Ana “Cha” Guzman, Chair  
Jessica Weaver, Vice Chair  
Loren D. Dantzer, Commissioner  
Olga Kauffman, Commissioner  
Gabriel Lopez, Commissioner  
Ruth Rodriguez, Commissioner

**COMMISSIONERS ABSENT:**

Ignacio Perez, Commissioner

**COUNSEL:** Doug Poneck, Escamilla & Poneck, LLP

**TRANSLATOR:** BCC Communications

**STAFF:**

Ed Hinojosa, Jr., President and CEO  
Muriel Rhoder, Chief Administrative Officer  
Brandee Perez, Chief Operating Officer  
Timothy E. Alcott, Chief Legal and Real Estate Officer  
Jo Ana Alvarado, Director of Innovative Technology  
George Ayala, Director of Procurement  
Kristi Baird, Director of Beacon Communities  
Diana Kollodziej Fiedler, Director of Finance and Accounting  
Domingo Ibarra, Director of Security  
Aiyana Longoria, Director of Internal Audit

Hector Martinez, Director of Construction Services and Sustainability  
Richard Milk, Director of Policy and Planning  
Michael Reyes, Director of Communications and Public Affairs  
Lorraine Robles, Director of Development Services and Neighborhood Revitalization  
Janie Rodriguez, Director of Human Resources  
Tom Roth, Director of Asset Management  
Joel Tabar, Director of Community Development Initiatives  
Zachariah Woodard, Director of Federal Housing Programs

**Item 1: Meeting called to order**

Commissioner Lopez called the meeting to order at 1:04 p.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided up to three minutes each to speak to any agenda items. There were no citizens who spoke during the meeting.

## INDIVIDUAL ITEMS

**Item 3: Consideration and appropriate action regarding Resolution 6155, authorizing the award of a contract for Madonna Apartments Natural Gas Systems, Boiler Room and Parking Lot Improvements to Tracker Energy Services for an amount not to exceed \$1,045,679.00 (George Ayala, Director of Procurement; Hector Martinez, Director of Construction Services and Sustainability)**

Mr. Hector Martinez, Director of Construction Services and Sustainability, informed the Board that Madonna Apartments are located in North Central San Antonio, City Council District 7. This community was built and constructed in 1962 and is designated a Senior and Disabled Public Housing community. The buildings are two-story structures with a brick façade located within 12 buildings. This development is comprised of one and two-bedroom apartments of which two two-bedroom units, and one efficiency unit is ADA accessible.

SAHA requires the services of a qualified utility contractor to replace the original, existing steel gas infrastructure with new polyethylene pipe (PE), which through regular gas inspections have observed the piping to be corroded, with the potential for gas leaks and loss of gas service. Gas infrastructure replacement will be staged in two phases to minimize impact to residents; replace/repair the existing curbs, sidewalks, and pavement; provide renovations to the existing boiler room to include architectural, electrical, and HVAC modifications; remove and replace the existing boiler, associated gas piping, and water softener. The estimated time for completion for this project is 120 days.

Mr. George Ayala, Director of Procurement, stated that on May 3, 2021, SAHA issued an Invitation For Bids #2104-909-62-5125 for Madonna Apartments Natural Gas Systems, Boiler Room, and Parking Lot Improvements that closed on June 10, 2021. The IFB was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 109 contractors. A total of two bids were received in response to this solicitation: Garren Construction (ESBE, HABE, MBE, SBE, WBE) and Tracker Energy Services, Inc. Both 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 a contract award to Tracker Energy Services, Inc. They are the lowest priced qualified bidder.

**Motion:** Vice Chair Weaver moved to approve Resolution 6155. Commissioner Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair			X	
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner			X	

**Item 4:** Consideration and appropriate action regarding Resolution 6156, authorizing the award of contracts for automated and manual bulk pickup services agency wide to Bulk-Away, LLC (AABE) and Will-Luc Enterprises dba Junk King San Antonio (WBE, Section 3 Business) for an annual cumulative amount not to exceed \$550,000.00; for a period of one year with the option to renew up to four additional one year terms (George Ayala, Director of Procurement; Kristi Baird, Director of Beacon Communities; Zachariah Woodard, Director of Federal Housing Programs)

Ms. Kristi Baird, Director of Beacon Communities, reported that SAHA requires the services of a vendor to provide bulk waste pickup services for all properties owned and managed by the agency. It should be noted that bulk pick-up service is not included in SAHA's contract that was awarded for waste disposal and recycling services. This service will be utilized to pick up items left in or around the trash dumpsters or at bulk waste areas. Solid waste items to be picked up may include furniture, mattresses, tires, brush, wood, appliances, or construction materials. Regulated materials, such as household cleaners (bleach, drain cleaners), tires, or pesticides may need disposal on occasion and shall be disposed of in accordance with federal, state, and local laws, regulations, and ordinances. The contractors will be required to engage in recycling efforts for paper, glass, metal, and plastic products and have procedures in place for the disposal of computers, monitors, TVs, refrigerators, stoves, etc. SAHA may also utilize this service to clear out resident units when items are left behind by the resident after the unit is vacated. The vendor may be engaged either by scheduled pickup or as-needed, call-out service.

This award does not include the collection, transportation, or disposal of material generated in the event of a disaster, such as a hurricane, tornado, flood, fire, governmental decree or action, terrorism, or other natural or manmade disaster. In such an event, SAHA will request pricing and an estimated time frame for the removal of such debris.

Mr. Ayala noted that on May 21, 2021, SAHA issued an Invitation For Bids (IFB) #2105-910-27-5141 for Automated and Manual Bulk Pick-up Services that closed on June 22, 2021. The IFB was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 50 contractors. A total of two bids were received in response to this solicitation: Bulk-Away, LLC (AABE) and Will-Luc Enterprises dba Junk King San Antonio (WBE, Section 3 Business). Both bids were evaluated on the following criteria: purchase price, the reputation of the bidder and their goods or services, quality of the goods or services, the extent to which the goods or services meet SAHA's needs, total long term cost, and any relevant criteria contained within the solicitation document. Due to the volume of bulk pick-up that is required by the agency, we are recommending contract awards to both Bulk-Away, LLC and Will-Luc Enterprises dba Junk King San Antonio.

**Motion:** Vice Chair Weaver moved to approve Resolution 6156. Commissioner Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair			X	
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner			X	

**Item 5: Consideration and appropriate action regarding Resolution 6157, authorizing the award of a contract for Turnkey WiFi Expansion Project to VIA Technology, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for an amount not to exceed \$2,371,176.00** (George Ayala, Director of Procurement; Jo Ana Alvarado, Director of Innovative Technology)

Ms. Jo Ana Alvarado, Director of Innovative Technology, informed the Board that SAHA currently provides residents with Public Wireless access (WiFi) in the community rooms of the developments within the portfolios of Public Housing and Beacon Communities. This is accomplished through the use of enterprise-rated WiFi equipment and devices. As part of SAHA's ongoing efforts to bring internet access to all its residents, SAHA seeks to expand the community room WiFi designs and configurations to deliver public access wireless connectivity to any device within the resident's home.

SAHA requires the services of a vendor to provide delivery of a full turnkey solution that will include the complete design, configuration, implementation, installation, and testing of diverse WiFi designs that will meet the needs of the various building types and structures for Public Housing and Beacon Communities. The Contractor will work in collaboration and partnership with SAHA's network team to ensure the best configuration possible for this project.

Mr. Ayala reported that on March 1, 2021, SAHA issued a Request For Proposals #2102-280-29-5109 for Turnkey WiFi Expansion Project that closed on April 27, 2021. The RFP was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 19 vendors. A total of four proposals were received in response to this solicitation: AT&T, Lakeway Security, LLC (HABE, Section 3 Business), Major Inc. dba RX Technology (DBE, SBE, WBE, HUB), and Via Technology, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business). All proposals were evaluated on the following criteria: experience, project management/implementation/quality control, price, and strength of the vendor's Section 3 and SWMBE Utilization Plans. Presentations were conducted with the two highest-rated proposers on May 18 and 19, 2021. Best and Final Offers were requested from both presenters that were due to SAHA on May 24, 2021. The pricing received from the BAFO's resulted in an increase in cost for the project as the proposers had a better understanding of the project to include the Agency's need for stronger equipment. Based on the above, we are recommending a contract award to Via Technology, Inc. They are the highest-rated qualified proposer.

Commissioner Lopez requested a report regarding how many families are going to be impacted in this phase of the WiFi expansion project.

Vice Chair Weaver recommended continued conversations regarding ensuring WiFi connectivity for students in response to any possible school closures and distance learning initiatives.

**Motion:** Commissioner Kauffman moved to approve Resolution 6157. Vice Chair Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair			X	
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			

Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner			X	

**Item 6: Consideration and appropriate action regarding Resolution 6158, authorizing the award of contracts for the Broadband Installation and Services portion of the WiFi Expansion project to Grande Communication Networks, LLC for an annual cumulative amount not to exceed \$227,430.00; for a period of one year with the option to renew up to two additional one-year terms; and, Spectrum Enterprises for a period of one year with the option to renew up to two additional one-year terms for an annual cumulative amount not to exceed \$311,713.00 for year one and an annual cumulative amount not to exceed \$302,269.00 for year two and for year three (George Ayala, Director of Procurement; Jo Ana Alvarado, Director of Innovative Technology)**

Ms. Alvarado reported that SAHA currently provides residents with Public Wireless access (WiFi) in the community rooms of the developments within the portfolios of Public Housing and Beacon Communities. This is accomplished through the use of enterprise-rated WiFi equipment and devices. As part of SAHA's ongoing efforts to bring internet access to all its residents, SAHA seeks to expand the community room WiFi to deliver WiFi access and connectivity to any device within the resident's home.

SAHA has awarded contracts for the WiFi equipment that is required to build the WiFi infrastructure and the cabling, mounting, and electrical portions of this project. This approval is for the broadband, backhaul portion of this project. SAHA requires the services of Contractors to provide the necessary Internet Service Provider (ISP) equipment (Modem/Fiber Node) needed to complete the installation and provide connectivity to the WiFi infrastructure. The Contractors will also provide broadband services for three years and all public Internet Protocol (IPs) for each delivery of bandwidth that will meet the needs of the various building types and structures for Public Housing and Beacon Communities. The Contractors will work in collaboration and partnership with SAHA's network team to ensure the best user experience possible for this project.

SAHA requires both coax and fiber bandwidth installation to support the diverse Public Housing and Beacon portfolios. Spectrum was the only vendor that presented the ability to deliver both backhaul types, and shall be awarded 10 fiber and 40 coax properties plus the additional costs for public IP addresses and installation. Grande will be awarded 19 fiber properties. Grande's cost for fiber is considerably less than Spectrum; however, they are only able to provide fiber service to properties where they have a fiber presence. After evaluating all costs associated with this project to include installation and ongoing services, awarding the 19 properties to Grande will result in annual cost savings to the agency in the amount of \$102,372.00.

Mr. Ayala relayed that on February 9, 2021, SAHA issued a Request For Proposals #2102-838-33-5102 for Broadband Installation WiFi Expansion Project that closed on March 5, 2021. This solicitation was closed as non-award as the scope of work needed to be revised to clearly identify the need for ongoing services.

On May 11, 2021, SAHA reissued a Request For Proposals #2105-838-33-5130 for Broadband Installation and Services WiFi Expansion Project that closed on May 28, 2021. The RFP was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 19 vendors. A total of three proposals were received in response to this solicitation: Spectrum Enterprises, Grande Communications Networks LLC, and DoJo Networks. All proposals were evaluated on the following criteria: experience, project

management/implementation/quality control, price, and strength of the vendor’s Section 3 and SWMBE Plans. Based on the above, we are recommending contract awards to Spectrum Enterprises and Grande Communications. They are the highest-rated qualified proposers.

Vice Chair Weaver recommended including additional information in the regular resident communications regarding what data SAHA has available to them concerning utilization of the public WiFi in order to ensure transparency.

**Motion:** Vice Chair Weaver moved to approve Resolution 6158. Commissioner Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair			X	
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner			X	

**Item 7:** **Consideration and appropriate action regarding Resolution 6159, authorizing the award of a contract for development initiative consulting services to Baker Tilly Virchow Krause, LLP through Philadelphia Housing Authority for an amount not to exceed \$500,000.00; for a period of seven months with the option to renew up to three additional one year terms (George Ayala, Director of Procurement; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)**

Ms. Lorraine Robles, Director of Development Services and Neighborhood Revitalization, explained that Snowden Apartments (Project) is an approximately 135-unit new construction apartment complex for Seniors age 62 years and older, proposed on an approximately 6.97 acres vacant tract of land located at 7223 Snowden Road, San Antonio, Bexar County, Texas. The new development will provide a mix of one- and two-bedroom units with appropriate design considerations and amenities and is anticipated to be 100% affordable at 60% area median income or less.

San Antonio Housing Finance Corporation (Corporation) plans to self-develop the apartment complex utilizing the consulting services of Baker Tilly and will not pursue the assistance of a private developer. The Project will receive the benefit of the Corporation’s ad valorem tax exemption, as well as a sales tax exemption arising out of the Corporation serving as the prime contractor. The Corporation or its assignee will receive a purchase option and a right of first refusal from the Partnership. The agency will benefit by adding units to its affordable housing portfolio, enabling the agency to serve more residents and further its mission.

Baker Tilly (Consultant) offers a wide range of pre-construction and construction services. During the design phase, the Consultant will work closely with the Corporation and the Design and Engineering team to ensure that construction, space design, spatial relationships, interior design, landscaping, sustainability, furnishings/equipment criteria, specifications, soil boring for site conditions, and budgets for the project are developed in a timely manner to meet the established project program and vision. In addition, the Consultant will aid in developing and coordinating the

full project scope by evaluating all funding source standards and coordinating with design professionals to ensure compliance with those standards. During the construction phase, the Consultant will work closely with the general contractor to remedy design/pricing and construction issues. It will provide the Corporation with regular updates on project progress, aid in obtaining proper pricing, assist with developer draw and construction draw administration, oversee the project development construction schedule and budget, and review any change orders which may occur. During the close-out phase, the Consultant will coordinate the final pay application, receipt of the final Certificate of Occupancy, and the successful conversion of construction to permanent financing.

The U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts is appropriate and in accordance with SAHA procurement policies.

Mr. Ayala noted that on April 29, 2019, Philadelphia Housing Authority (PHA) issued a Request For Proposals #P-004886 for Development Initiative Consulting Services that closed on May 30, 2019, with Best and Final Offer dated and accepted by (PHA) on August 9, 2019. Contracts were awarded to three firms to include Baker Tilly Virchow Krause, LLP. This contract was effective March 9, 2020, for a period of two years with the option to renew up to three additional one-year terms. SAHA is requesting approval to “join” or “piggyback” onto this awarded contract for the remaining term awarded by PHA.

Vice Chair Weaver requested the inclusion of workload distribution data for staff regarding partnership management in future presentations to ensure appropriate ratios.

**Motion:** Vice Chair Weaver moved to approve Resolution 6159. Commissioner Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair			X	
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner	X			

**Item 8: Consideration and appropriate action regarding Resolution 6160, approving the Payment Standard Schedule between 90% and 105% of Small Area Fair Market Rents (SAFMRs) for the Emergency Housing Voucher (EHV) Program (Zachariah Woodard, Director of Federal Housing Programs)**

Mr. Zachariah Woodard, Director of Federal Housing Programs, reported that the U.S. Department of Housing and Urban Development (HUD) annually establishes small area fair market rents (SAFMR) for each area in the United States. HCV regulations at 24 CFR § 982.503(a)(3) requires housing authorities to establish voucher payment standards for each unit size. Payment standard is defined as “the maximum assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)” [24 CFR 982.4(b)].

Due to the emergency nature of the EHV, HUD is waiving §982.503(a)(3) and establishing an alternative requirement permitting housing authorities to establish separate higher payment standards for the EHV in order to increase the potential pool of available units for EHV families.

In November 2016, the Small Area Fair Market Rent (SAFMR) Final Rule (Federal Register Notice FR-5855-F-03) mandated certain metropolitan areas, including the San Antonio-New Braunfels metro area, to use SAFMRs in the Housing Choice Voucher (HCV) program. Per HUD regulations, payment standards for HCVs must be within 90-110% of the SAFMR. However, with the new EHV, HUD has established an alternative requirement to allow the housing authorities to establish a payment standard amount for a unit size at any level between **90 percent and 120 percent** (as opposed to 110 percent) of the published SAFMR for that unit size.

The proposed EHV Payment Standard Schedule as shown in Table 1 below falls within the 90% to 105% range. Staff requests approval of the proposed payment standard schedule for all bedroom sizes, which complies with HUD requirements. The proposed payment standards will be effective for all EHV issued beginning July 1, 2021.

**Table 1. Proposed EHV Payment Standard Schedule**

Zip Code Group	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
1	\$550	\$660	\$800	\$1,040	\$1,290	\$1,484	\$1,677
2	\$620	\$750	\$910	\$1,180	\$1,460	\$1,679	\$1,898
3	\$660	\$790	\$970	\$1,260	\$1,560	\$1,794	\$2,028
4	\$710	\$850	\$1,040	\$1,350	\$1,670	\$1,921	\$2,171
5	\$810	\$970	\$1,180	\$1,530	\$1,900	\$2,185	\$2,470
6	\$840	\$1,010	\$1,230	\$1,600	\$1,980	\$2,277	\$2,574
7	\$910	\$1,090	\$1,330	\$1,730	\$2,140	\$2,461	\$2,782
8	\$940	\$1,120	\$1,370	\$1,780	\$2,200	\$2,530	\$2,860
9	\$1,000	\$1,200	\$1,460	\$1,900	\$2,350	\$2,703	\$3,055
10	\$1,080	\$1,290	\$1,590	\$2,060	\$2,550	\$2,933	\$3,315

**Motion:** Vice Chair Weaver moved to approve Resolution 6160. Commissioners Kauffman and Rodriguez seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair			X	
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner	X			

**Item 9: Consideration and appropriate action regarding Resolution 6161, approving the Interim Reexamination Policy and the Emergency Housing Voucher Program Policy (Zachariah Woodard, Director of Federal Housing Programs)**

Mr. Woodard informed the Board that on April 10, 2020, the U.S. Department of Housing and Urban Development (HUD) released multiple waivers in response to the novel Coronavirus (COVID-19) pandemic to waive and establish alternatives for numerous statutory and regulatory requirements.

On March 11, 2021, President Biden signed the American Rescue Plan (ARP) Act of 2021 into law, which appropriates \$5 billion for new incremental Emergency Housing Vouchers (EHVs), the renewal of those EHVs, and fees for the cost of administering the EHVs and other eligible expenses. The San Antonio Housing Authority (SAHA) was awarded 284 EHVs in May 2021.

These waivers allow Public Housing Agencies (PHAs) to update their existing policies as necessary, per the alternative requirements, to ensure essential services continue while protecting the health and safety of staff, clients, and the public.

SAHA is proposing to implement a new interim reexamination policy contingent with COVID-19 restrictions, which has been added to the previously approved COVID-19 Appendix that can be removed from the ACOP and Admin Plan when no longer necessary. This policy will be included in the ACOP and Admin Plan.

**I. Proposed Revisions to ACOP and Admin Plan - COVID-19 Appendix:**

**A. Interim Reexaminations [PIH 2021-14 HCV-1, PH-4]**

- 1) If the family declares a decrease in income and tenant rent is to decrease, the decrease will be effective retroactively on the first of the month following the date of the actual decrease.

**II. Proposed Revisions to Admin Plan - EHV Policies:**

In order for SAHA to administer the 284 EHVs awarded, SAHA must implement policies contingent with rules set forth in Notice PIH 2021-15. A new chapter has been added to the Admin Plan with general and agency-specific policies, the latter noted below. Note that any policies for EHVs that are not specified in this new chapter will default to those used to administer the regular Housing Choice Voucher (HCV) Program.

**A. SAHA will implement the following eligible uses for service fees:**

- 1) Housing Search Assistance, Moving Expenses, Application Fee, Security Deposit Assistance, Owner Incentive Payment, Renter's Insurance.

**B. SAHA will identify the local Continuum of Care (CoC) agency partnering with SAHA:**

- 1) SAHA has entered into an MOU with South Alamo Regional Alliance for the Homeless (SARAH).

**2) Other Partnering Organizations:**

- (a) American GI Forum (AGIF), BEAT AIDS, Catholic Charities San Antonio, Center for Health Care Services, City of San Antonio (COSA), Endeavors,

Family Violence Prevention Shelter, Haven for Hope, Providence Place, Roy Maas Youth Alternatives, San Antonio AIDS Foundation, SA Hope Center, SAMMinistries, The Society of St. Vincent de Paul San Antonio, The Salvation Army, Thrive, The University of Texas at San Antonio (UTSA), Veterans Affairs (VA), Youth Center of Texas, and Family Violence Prevention Shelter.

- C. SARAH will establish and implement a system to identify EHV eligible individuals and families within the agency’s caseload and make referrals to SAHA and certify that the EHV applicants they refer to SAHA meet at least one of the four EHV eligibility criteria. SAHA will maintain a copy of the referral or certification from SARAH in the participant’s file along with other eligibility paperwork.
- D. SAHA and SARAH will identify staff positions to serve as lead EHV liaisons. These positions will be responsible for transmission and acceptance of referrals.
- E. SARAH will provide SAHA with a list of eligible referrals including the name, address, and contact phone number for each adult individual who is being referred; a completed release form for each adult family member; and a written certification for each referral indicating they are EHV-eligible.
- F. SAHA will deny an EHV in certain situations, including when the family fails to sign consent forms and when any household member has engaged in the last 12 months in threatening abusive or violent behavior toward SAHA personnel. All other reasons for denial match the regular HCV Program rules or are *more lenient* to allow a greater number of families to qualify.
- G. SAHA will state requirements for family income verification, which are generally *more lenient* than regular HCV Program rules, such as accepting printouts from webpages and self-certifications of income.
- H. SAHA will issue EHV’s with an initial term of 120 calendar days. The family must submit a Request for Tenancy Approval and proposed lease within the 120-day period unless SAHA grants an extension.
- I. SAHA will establish a payment standard between 90% and 120% of SAFMRs.

Vice Chair Weaver requested future reports updating the Board on the progress of the voucher distribution.

**Motion:** Vice Chair Weaver moved to approve Resolution 6161. Commissioner Rodriguez seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair			X	
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner	X			

**DISCUSSION ITEMS**

**Item 10: Discussion regarding the Public Housing Programs Update** (Zachariah Woodard, Director of Federal Housing Programs)

Ed Hinojosa, Jr., President and CEO suggested providing additional training to employees regarding customer service when communicating the length of the waitlist and what expectations residents should have when placing transfer requests.

**Item 11: Discussion regarding the Security Department Funding Overview** (Domingo Ibarra, Director of Security)

Further discussion regarding specific Security concerns has been requested during a future Closed Session.

**Item 12: Discussion regarding resident concerns**

**Item 13: \*Closed Session  
Consultation with Attorney**

Deliberate and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney)

- Consultation with Attorney regarding HUD and CDC eviction moratoriums

Commissioner Lopez recessed the meeting for Closed Session at 2:57 p.m.

**REPORT**

- Procurement Activity Report

**Item 10: Adjournment**

With no objections, Commissioner Lopez adjourned the meeting at 3:24 p.m.

**ATTEST:**

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

\_\_\_\_\_  
**Date**

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

\_\_\_\_\_  
**Date**

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**REAL ESTATE DEVELOPMENT COMMITTEE**  
**OR SPECIAL BOARD MEETING**  
**Call In Phone Number: (346) 248-7799**  
**Meeting ID: 93839434337# Passcode: 654170#**  
**2:00 p.m., Thursday, July 22, 2021**

**SCHEDULED: 2:00 p.m. - Teleconference**

**COMMISSIONERS PRESENT:**

Dr. Ana “Cha” Guzman, Chair  
Jessica Weaver, Vice Chair  
Loren D. Dantzer, Commissioner  
Olga Kauffman, Commissioner  
Gabriel Lopez, Commissioner  
Ruth Rodriguez, Commissioner

**COMMISSIONERS ABSENT:**

Ignacio Perez, Commissioner

**COUNSEL:** Doug Poneck, Escamilla & Poneck, LLP

**TRANSLATOR:** BCC Communications

**STAFF:**

Ed Hinojosa, Jr., President and CEO  
Muriel Rhoder, Chief Administrative Officer  
Brandee Perez, Chief Operating Officer  
Timothy E. Alcott, Chief Legal and Real Estate Officer  
Jo Ana Alvarado, Director of Innovative Technology  
George Ayala, Director of Procurement  
Kristi Baird, Director of Beacon Communities  
Diana Kollodziej Fiedler, Director of Finance and Accounting  
Domingo Ibarra, Director of Security  
Aiyana Longoria, Director of Internal Audit

Hector Martinez, Director of Construction Services and Sustainability  
Richard Milk, Director of Policy and Planning  
Michael Reyes, Director of Communications and Public Affairs  
Lorraine Robles, Director of Development Services and Neighborhood Revitalization  
Janie Rodriguez, Director of Human Resources  
Tom Roth, Director of Asset Management  
Joel Tabar, Director of Community Development Initiatives  
Zachariah Woodard, Director of Federal Housing Programs

**Item 1: Meeting called to order**

Commissioner Lopez called the meeting to order at 3:31 p.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided up to three minutes each to speak to any agenda items. There were no citizens who spoke during the meeting.

**INDIVIDUAL ITEMS**

**Item 3: Consideration and appropriate action regarding Resolution 6163, authorizing a capital contribution of \$1,000,000.00 in Moving to Work (MTW) funds for the Bristol at Somerset project; and other matters in connection therewith** (Timothy E. Alcott, Chief Legal and Real Estate Officer; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)

Mr. Timothy E. Alcott, Chief Legal and Real Estate Officer, informed the Board that the Bristol at Somerset project received final Board approval on May 6, 2021. The project will consist of 348 family units, all of which will be low income housing tax credit units serving families who are at or below 60% AMI. The project is located at approximately the southwest corner of Somerset Road and Fischer Road. Construction is projected to begin August 2021, with completion in June 2023.

SAHA is a MTW agency. As part of its obligations as such an agency, SAHA is credited for creating more affordable housing units and it must meet its baseline of having the same number of affordable housing units as when it became a MTW agency. For new units to be counted as affordable housing units, SAHA must contribute financially towards the creation of those units. Originally, this project had no funds allocated to it. However, for SAHA's benefit, SAHA will contribute \$1,000,000.00 to the project during construction and will be immediately repaid by closing.

It is common in banking transactions to have "bad boy" carve outs. This means that the loans are non-recourse towards the borrower, unless certain acts that would be made in bad faith in relation to the loan that are criminal or fraudulent. The lender is requiring the borrowing entity to have \$1,000,000.00 in liquidity in case a bad boy provision is violated. It does not negatively impact the San Antonio Housing Authority, because it already maintains that liquidity amount.

**Motion:** Chair Guzman moved to approve Resolution 6163. Vice Chair Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner	X			

**Item 4: Consideration and appropriate action regarding Resolution 6164, in support of placing Land Use Restriction Agreements (LURA) on Stablewood Farms Apartments** (Timothy E. Alcott, Chief Legal and Real Estate Officer)

Mr. Alcott stated that Merced Housing Texas contacted the San Antonio Housing Authority (SAHA) regarding the following apartments that it has an ownership interest in:

**Stablewood Farms Apartments**

8301 Lake Vista Drive, San Antonio, Texas, 78227

Units: 252

In reviewing the appraisals for the properties, the apartments are considered to be in average condition for their age and serve low- to moderate-income families in San Antonio. Merced Housing Texas is seeking to refinance the properties with a HUD 223(f) loan. The loan requires a certain percentage of the units be set aside as affordable.

SAHA will place a LURA on the property requiring that seventy-five percent (75%) of the units be set aside for families whose income is eighty percent (80%) or less of Area Median Income and rental restrictions equal to not less than seventy-five percent (75%) of units set aside as follows: no less than twenty percent (20%), or fifty one (51) units, for very low-income (50% AMI) and no less than seventy-five percent (75%), or one hundred eighty nine (189) units, for low-income (80% AMI). With this restriction, Merced Housing Texas will qualify for the HUD loan, which has better interest rates than other commercially available loan products.

SAHA will not own or manage the property. SAHA’s only relationship with the property will be the LURA filed on the property requiring that a portion of units be set-aside as affordable units. This serves SAHA’s mission of preserving affordable housing in San Antonio.

**Motion:** Chair Guzman moved to approve Resolution 6164. Vice Chair Weaver seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana “Cha” Guzman, Chair	X			
Jessica Weaver, Vice Chair	X			
Loren D. Dantzler, Commissioner	X			
Olga Kauffman, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ruth Rodriguez, Commissioner	X			

**DISCUSSION ITEMS**

**Item 5: \*Closed Session**

**Real Estate/Consultation with Attorney**

Deliberate the management, purchase, exchange, lease or value of certain real properties and obtain legal advice regarding related legal issues pursuant to Texas Government Code Sec. 551.072 (real property) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney regarding Development Services and Neighborhood Revitalization Real Estate Transactions

Commissioner Lopez recessed the meeting for Closed Session at 3:42 p.m.

**REPORT**

- Schedule of Units Under Development

**Item 6: Adjournment**

With no objections, Commissioner Lopez adjourned the meeting at 4:18 p.m.

**ATTEST:**

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

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**Date**

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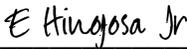
**Ed Hinojosa, Jr.**  
**President and CEO**

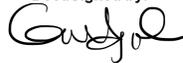
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**Date**

**BOARD OF COMMISSIONERS  
Regular Board Meeting**

**RESOLUTION 6155, AUTHORIZING THE AWARD OF A CONTRACT FOR MADONNA APARTMENTS NATURAL GAS SYSTEMS, BOILER ROOM, AND PARKING LOT IMPROVEMENTS TO TRACKER ENERGY SERVICES FOR AN AMOUNT NOT TO EXCEED \$1,045,679.00**

DocuSigned by:  
  
D7D46F73613F4FA...  
**Ed Hinojosa, Jr.**  
**President and CEO**

DocuSigned by:  
  
23FA80FCE3954A7...  
**George Ayala**  
**Director of Procurement**

DocuSigned by:  
  
ABBB9B06757A4D5...  
**Hector Martinez**  
**Director of Construction Services and Sustainability**

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6155, authorizing the award of a contract for Madonna Apartments Natural Gas Systems, Boiler Room, and Parking Lot Improvements to Tracker Energy Services for an amount not to exceed \$1,045,679.00.

**FINANCIAL IMPACT:**

The current award recommendation for the Natural Gas Systems, Boiler Room, and Parking Lot Improvements at Madonna Apartments is not expected to exceed an amount of \$1,045,679.00 to include a base bid of \$867,473.79, alternates in the amount of \$3,925.00, and an approximate 20% contingency of \$174,280.00 to allow for a possible increase in material costs and unforeseen work associated with this project. This project will be funded using CFP grant funds or other available reserves.

SAHA includes language in its solicitations that a Bidder agrees that their pricing shall remain open and valid for at least a period of 90 days from the date of the Bid Opening. The bidder recommended for contract award guaranteed pricing for 15 days, indicating that within the current market, most vendors are only guaranteeing pricing for 1-5 days. SAHA has agreed that in the event of a significant price increase in materials occurring prior to award of the contract due to market conditions, and upon presentation to SAHA of sufficient documentation of the impact on Bidder's pricing, the Bidder will be allowed to increase its cost of materials up to a cap of 15% of the original budgeted price for the item. Correspondingly, should the price of materials significantly drop in price, SAHA will expect the Bidder to afford SAHA the same commercial consideration and lower its pricing.

**SUMMARY:**

Madonna Apartments is located in North Central San Antonio, City Council District 7. This community was built and constructed in 1962 and is designated a Senior and Disabled Public Housing community. The buildings are two-story structures with a brick façade located within 12 buildings. This development is comprised of one and two-bedroom apartments of which two two-bedroom units, and one efficiency unit is ADA accessible.

SAHA requires the services of a qualified utility contractor to replace the original, existing steel

**SAN ANTONIO HOUSING AUTHORITY****August 5, 2021**

gas infrastructure with new polyethylene pipe (PE), which through regular gas inspections have observed the piping to be corroded, with the potential for gas leaks and loss of gas service. Gas infrastructure replacement will be staged in two phases to minimize impact to residents; replace/repair the existing curbs, sidewalks, and pavement; provide renovations to the existing boiler room to include architectural, electrical, and HVAC modifications; remove and replace the existing boiler, associated gas piping, and water softener. The estimated time for completion for this project is 120 days.

On May 3, 2021, SAHA issued an Invitation For Bids #2104-909-62-5125 for Madonna Apartments Natural Gas Systems, Boiler Room, and Parking Lot Improvements that closed on June 10, 2021. The IFB was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 109 contractors. A total of two bids were received in response to this solicitation: Garren Construction (ESBE, HABE, MBE, SBE, WBE) and Tracker Energy Services, Inc. Both 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 a contract award to Tracker Energy Services, Inc. They are the lowest priced qualified bidder.

**COMPANY PROFILE:**

Tracker Energy Services was founded in 2014 and is headquartered in New Braunfels, Texas. They provide project management, construction management, detailed cost estimates, oil and gas construction, station and pipeline design, station/facility construction, operations and maintenance services, rail terminals, tank terminals, and cross country pipelines. Their client list includes CoCC Gas, Corpus Christi, Texas; Cimarex, Midland, Texas; and Plains All American, Midland, Texas.

**PREVIOUS PERFORMANCE:**

This contractor has received no prior awards from SAHA.

**CONTRACT OVERSIGHT:**

Contract oversight will be provided by Hector Martinez, Director of Construction Services and Sustainability, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to monitor compliance with the vendor's Section 3 and SWMBE subcontractor good faith utilization plans.

**STRATEGIC OUTCOMES:**

- SAHA residents live in quality affordable housing.
- SAHA residents feel safe.
- SAHA residents have access to affordable utilities.
- SAHA residents have sufficient food, drinking water, clothing, and shelter.

**ATTACHMENTS:**

Resolution 6155  
Bid Tabulation  
Advertisement List

**San Antonio Housing Authority  
Resolution 6155**

**RESOLUTION 6155, AUTHORIZING THE AWARD OF A CONTRACT FOR MADONNA APARTMENTS NATURAL GAS SYSTEMS, BOILER ROOM, AND PARKING LOT IMPROVEMENTS TO TRACKER ENERGY SERVICES FOR AN AMOUNT NOT TO EXCEED \$1,045,679.00.**

**WHEREAS**, on May 3, 2021, SAHA issued an Invitation For Bids #2104-909-62-5125 for Madonna Apartments Natural Gas Systems, Boiler Room, and Parking Lot Improvements that closed on June 10, 2021; and

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

**WHEREAS**, staff are recommending a contract award to Tracker Energy Services, Inc. They are the lowest priced qualified bidder; and

**WHEREAS**, the current award recommendation for the Natural Gas Systems, Boiler Room, and Parking Lot Improvements at Madonna Apartments is not expected to exceed an amount of \$1,045,679.00 to include a base bid of \$867,473.79, alternates in the amount of \$3,925.00, and an approximate 20% contingency of \$174,280.00 to allow for a possible increase in material costs and unforeseen work associated with this project. This project will be funded using CFP grant funds or other available reserves.

SAHA includes language in its solicitations that a Bidder agrees that their pricing shall remain open and valid for at least a period of 90 days from the date of the Bid Opening. The bidder recommended for contract award guaranteed pricing for 15 days, indicating that within the current market, most vendors are only guaranteeing pricing for 1-5 days. SAHA has agreed that in the event of a significant price increase in materials occurring prior to award of the contract due to market conditions, and upon presentation to SAHA of sufficient documentation of the impact on Bidder's pricing, the Bidder will be allowed to increase its cost of materials up to a cap of 15% of the original budgeted price for the item. Correspondingly, should the price of materials significantly drop in price, SAHA will expect the Bidder to afford SAHA the same commercial consideration and lower its pricing; and

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

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

- 1) Approves Resolution 6155, authorizing the award of a contract for Madonna Apartments Natural Gas Systems, Boiler Room, and Parking Lot Improvements to Tracker Energy Services for an amount not to exceed \$1,045,679.00.
- 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 August 2021.**

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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**

**Bid Tabulation**  
**Madonna Apartments Natural Gas Systems, Boiler Room, & Parking Lot Improvements**  
**2104-909-62-5125**

#	Items	CoSA Item #	Quantity Required	Units	Garren Construction		Tracker Energy Services, Inc.	
					Unit Price	Extended Cost	Unit Price	Extended Cost
<b>1</b>								
#1-1	Natural Gas System, Boiler Room and Parking Lot improvements as specified		1	1	\$1,881,581.90	\$1,881,581.90	\$867,473.79	\$867,473.79
#1-2	Alt 1: Verify Existing Electrical Feeder With Megger Test		1	1	\$1,313.94	\$1,313.94	\$265.00	\$265.00
#1-3	Alt 2: Remove Existing Electrical Conductors In Conduit		1	1	\$2,429.36	\$2,429.36	\$310.00	\$310.00
#1-4	Alt 3: Provide New Electrical THHN Cu Conductors: (2) #3/0, (1) #6g		1		\$0.00	\$0.00	\$2,150.00	\$2,150.00
#1-5	Alt 4: Provide New 2" Underground Conduit From Existing Service Disconnect To Panel LA		1		\$0.00	\$0.00	\$1,200.00	\$1,200.00
<b>2</b>								
#2-1	Mobilization	100.1	1	LS	\$1,200.00	\$1,200.00	\$47,651.34	\$47,651.34
#2-2	Insurance & bonding	100.2	1	LS	\$45,892.24	\$45,892.24	\$17,009.41	\$17,009.41
#2-3	Remove concrete curb	103.1	60	LF	\$10,000.00	\$600,000.00	\$6.35	\$381.21
#2-4	Remove concrete sidewalks & driveways	103.3	1053	SF	\$8,000.00	\$8,424,000.00	\$8.68	\$9,143.34
#2-5	Remove miscellaneous concrete	103.4	100	SF	\$2,500.00	\$250,000.00	\$8.68	\$868.31
#2-6	Street excavation	104.1	1507	CY	\$10,000.00	\$15,070,000.00	\$19.06	\$28,724.23
#2-7	Flexible base (12" compacted depth)	200.1	4520	SY	\$8,000.00	\$36,160,000.00	\$33.76	\$152,590.18
#2-8	Prime coat	202.1	904	GAL	\$8,000.00	\$7,232,000.00	\$8.58	\$7,753.83
#2-9	Tack coat	203.1	452	GAL	\$5,000.00	\$2,260,000.00	\$8.58	\$3,876.91
#2-10	Hot mix asphaltic pavement, type D (2" compacted depth)(pavement repair)	205.4	4520	SY	\$20,000.00	\$90,400,000.00	\$16.41	\$74,187.84
#2-11	Asphalt treated base (10" compacted depth)(trench repair)	206.1	675	SY	\$20,000.00	\$13,500,000.00	\$15.88	\$10,721.55
#2-12	Salvaging, hauling & stockpiling reclaimable asphaltic pavement (2" depth)	208.1	4520	SY	\$10,000.00	\$45,200,000.00	\$2.22	\$10,051.26
#2-13	Concrete curb	500.1	60	LF	\$1,500.00	\$90,000.00	\$8.68	\$520.99
#2-14	Concrete sidewalks (6' width)	502.1	117	SY	\$7,000.00	\$819,000.00	\$21.18	\$2,477.87
#2-15	Topsoil 4" (site restoration)	515.1	64	CY	\$6,000.00	\$384,000.00	\$39.18	\$2,507.52
#2-16	Sodding (site restoration)	516	575	SY	\$8,000.00	\$4,600,000.00	\$39.18	\$22,528.49
#2-17	Adjusting/repairing wrought iron vehicular gate (motorized)	'-	2	EA	\$6,000.00	\$12,000.00	\$688.30	\$1,376.59
#2-18	Concrete steps	524.1	2	CY	\$3,500.00	\$7,000.00	\$794.19	\$1,588.38
#2-19	4 inch wide white line	531.2	1225	LF	\$800.00	\$980,000.00	\$0.69	\$843.16
#2-20	12 inch wide white line (crosswalk)	535.5	555	LF	\$800.00	\$444,000.00	\$0.69	\$382.00
#2-21	Fire lane striping (6 inch wide)	'-	520	LF	\$500.00	\$260,000.00	\$1.32	\$688.30
#2-22	Word "stop"	535.19	2	WORD	\$300.00	\$600.00	\$79.42	\$158.84
#2-23	Wheel chair symbol	'-	6	EA	\$450.00	\$2,700.00	\$52.95	\$317.68
#2-24	Precast concrete wheel stops	'-	40	EA	\$2,000.00	\$80,000.00	\$132.36	\$5,294.59
#2-25	Prefabricated speed humps	'-	4	EA	\$4,000.00	\$16,000.00	\$450.04	\$1,800.16
#2-26	Trench excavation safety protection	550	1012	LF	\$1,500.00	\$1,518,000.00	\$6.35	\$6,429.75
#2-27	Storm water protection prevention plan controls	540	1	LS	\$2,500.00	\$2,500.00	\$4,765.13	\$4,765.13
#2-28	Temporary traffic control	600	1	LS	\$1,000.00	\$1,000.00	\$5,824.05	\$5,824.05
#2-29	2 inch PE 4710 sdr-11 gas main & laterals to buildings	'-	1012	LF	\$50,000.00	\$50,600,000.00	\$134.48	\$136,096.46
#2-30	Hvac mini split system and associated piping and controls	'-	1	LS	\$50,000.00	\$50,000.00	\$26,841.47	\$26,841.47
#2-31	Electrical panel and branch circuiting	'-	1	LS	\$1,169.00	\$1,169.00	\$9,000.81	\$9,000.81
#2-32	Mechanical demolition	'-	1	LS	\$50,000.00	\$50,000.00	\$847.13	\$847.13
#2-33	Electrical demolition	'-	1	LS	\$206.00	\$206.00	\$635.35	\$635.35
#2-34	Plumbing demolition	'-	1	LS	\$30,000.00	\$30,000.00	\$2,647.30	\$2,647.30
#2-35	Boiler demolition	'-	1	LS	\$70,000.00	\$70,000.00	\$847.13	\$847.13
#2-36	Piping demolition in boiler room	'-	1	LS	\$8,000.00	\$8,000.00	\$635.35	\$635.35
#2-37	Boiler skid system and all associated piping and controls	'-	1	LS	\$20,000.00	\$20,000.00	\$174,205.89	\$174,205.89
#2-38	Water softener system and all associated piping and controls	'-	1	LS	\$10,000.00	\$10,000.00	\$14,968.87	\$14,968.87
#2-39	Temporary boiler and temporary water and gas connections	'-	1	LS	\$15,000.00	\$15,000.00	\$37,062.15	\$37,062.15
#2-40	Provide and install general purpose electrical outlet	'-	1	LS	\$75.00	\$75.00	\$635.35	\$635.35
#2-41	Provide and install weatherproof and gci general purpose outlet	'-	1	LS	\$115.00	\$115.00	\$3,706.22	\$3,706.22
#2-42	Provide and install light fixture, type "a"	'-	1	LS	\$165.00	\$165.00	\$7,412.43	\$7,412.43
#2-43	Provide and install domestic water isolation valve	'-	1	LS	\$8,000.00	\$8,000.00	\$2,647.30	\$2,647.30
#2-44	Provide and install natural gas pressure reducing valve	'-	1	LS	\$10,000.00	\$10,000.00	\$2,647.30	\$2,647.30
#2-45	Architectural demolition	'-	1	LS	\$40,000.00	\$40,000.00	\$6,289.98	\$6,289.98
#2-46	Architectural finishes, include float, tape, paint, etc.	'-	1	LS	\$90,000.00	\$90,000.00	\$5,899.24	\$5,899.24
#2-47	Concrete floor leveling	'-	1	LS	\$4,000.00	\$4,000.00	\$4,235.67	\$4,235.67
#2-48	Ceiling and lights	'-	1	LS	\$8,000.00	\$8,000.00	\$5,460.84	\$5,460.84
#2-49	Doors, hardware and railing	'-	1	LS	\$4,500.00	\$4,500.00	\$4,288.62	\$4,288.62

**Advertisement List**  
**Solicitation # 2104-909-62-5125**  
**Madonna Apartments Natural Gas Systems, Boiler Room, & Parking Lot Improvements**

Associations /Vendors	Contact Name	Email	Notes
<b>Associations Revised as of 8/26/2020</b>			
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	
Fair Contracting Coalition		faircontractingcoalitioninfo@gmail.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 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	

**Advertisement List**  
**Solicitation # 2104-909-62-5125**

**Madonna Apartments Natural Gas Systems, Boiler Room, & Parking Lot Improvements**

<i>Direct Solicits as of 04/06/21</i>			
	<b>HUBS on CMBL</b>		
Alpha Building Corporation	Shawn Babb Crespin Castillo	sbabb@alphabuilding.com CCastillo@alphabuilding.com	
Construment Group Inc	Eloina Guerrero	construmentinc@gmail.com	
Copeland Contracting Co.	Elsa Brown	ebrown@copeland-inc.com	
HSC Electric Company, Inc.	Henry Gonzalez	hsc_electric@yahoo.com	
J. L. Bass Enterprise, Llc	Jeff Bass	jlbas47@jlbassconstruction.com	
Kegley, Inc.	ANITA M KEGLEY	anitakegley44@gmail.com	
MLP Ventures Inc.	Liborio Perez	mlp@att.net	
	<b>Section 3 Bidders</b>		
Tejas Premier	Andrew Wallace	Andrew@tejaspremierbc.com	
All Pro Gen Const	Jorge Zapata Raul Scott Jr	jorge@apgc.pro rauljr@apgc.pro	
Geofill Construction	Jan Puente	jpuente.geofill@outlook.com	
Jerdon Enterprise L.P.	Kathryn Tennell	kathryn@jerdonlp.com	
Commercor, LLC	Robert Broniszewski	commercorconstruction@gmail.com	
EA Contractor	Enrique Rodriguez	enrique@mtsconstructor.com; adriananavarro3@hotmail.com	
JC's Construction & Remodeling, LLC	Basidalia Alvarez	jcscandrsatx@gmail.com	
JGG Construction	Joseph Gonzales	integrated02@aol.com	
Mcfarland & Mcfarland Construction & Remodeling	James Mcfarland	mcfarland9598@gmail.com	
Garcia Brothers Make Ready & Repairs	Jesse Garcia	GBMR.REPAIRS@YAHOO.COM	
R&J Muniz Remodeling	Rafaela Varela	munizjuan60@yahoo.com	
TME Construction, L.L.C.	Ernesto Caro	tme1construction@gmail.com	
Safe Co. Construction	Liz Janette Martinez	savecocorp@gmail.com	
Shimerda Enterprises, LLC.	Edward Shimerda	cbch@countryboycoolinc.com	
M&M Weatherization CO.	Laura Ramirez	laura@mmwtx.com	
Vela Group, LLC.	Joe Vela	joe.vela@velagroupinc.com	
4L Construction	Maria "Lisel" Aleman	liselaleman@yahoo.com	
Ram's Weatherization and Construction, LLC.	Maria De La Fuente	md.ramswx@gmail.com	
	<b>Direct Solicits</b>		
M&M Painting and Construct.	Steve Shealy	steve@mandmpaint.com	
J National	Tatiana Ruiz Sheila Hoefer	truiz@jnational.com SHoefer@jnational.com	
Guido Construction	Andy Servantes Maryanne Guido	andy@guido.com maguido@guidobros.com	

**Advertisement List**  
**Solicitation # 2104-909-62-5125**

**Madonna Apartments Natural Gas Systems, Boiler Room, & Parking Lot Improvements**

Limitless Construction Svcs	Erica Ponce	Eponce.pcs@gmail.com	
Vela Construction	Joe Vela	Joe.Vela@velagroupinc.com	
Robinson Gen Contracting	Yvette	krobinson@robinsongc.com	
Frost & keeling	John Anness	jcanness@frostandkeeling.com	
Marc 3	Chester Rackley	chester@marc3llc.com	
Total Lender Service	James Pujols	Jpujols55@yahoo.com	
Blackmon Mooring SA	Bryan Roller Tiffany Montano	broller@bmsmanagement.com tmontano@bmsmanagement.com	
Turn Around	Selwyn Witer	selselkk@gmail.com	
Marc General Construction	Cindy Weed	cweed@marcgc2015.com	
Piatra Inc.	Mirela Glass	info@piatrainc.com	
JMI	Anna Hayden Logan Sean Scott	annahayden@jmicontractors.com logan@jmi-contractors.com sean@jmicontractors.com	
Limitless Construction Svcs	Erica Ponce	Eponce.pcs@gmail.com	
PTI Remodeling, LLC	Thomas Hamilton	thomashamilton75@yahoo.com	
RG Williams Const & Rmdlng	Robert G. Williams	rgw_77446@yahoo.com	
R.K. Bass Electric, Inc.	Andy Bass	cheryl@basselectric.com	
RPR Construction Company,	Patricia Pinkerton	ppinkerton@rprconstruction.com	
Seraphia's Lotts	S. A. Sampson-Lott	atita@sbcglobal.net	
SpawGlass	Justin Calvin Jason Hennesey	justin.calvin@spawglass.com Jason.Hennesey@spawglass.com	
H. Karp Co.	Harry Karp	hkarpjr@yahoo.com	
Joeris Construction		acardwell@joeris.com	
Calidad LLC	Charles	cschuchardt.calidadllc@gmail.com	
Coltcam Construction	Amelie Tinajero	amelietinajero@yahoo.com	
Burgess Construction Cnslts	Lane Shelton	lshelton@burgess-inc.com	
Rogers-O'Brien Construction	John Archer Anthony Oleary	jarcher@r-o.com aoleary@r-o.com	
Whiting-Turner	Tyler Quinn	Tyler.Quinn@whiting-turner.com	
Stoddard Const	Linda Nemec Keith Stoddard	LN@stoddardcmi.com ks@stoddardcmi.com	
J Carrizal Gen Const	Grace Pina	gpina@jcgencconst.com	
Woolsey Construction	Elijah	eli@woolseyconstruction.com	
Woolsey Design Build	Glenn Roblin	glenn@woolseyconstruction.com	
Davila Construction	Vinnie Gonzales <del>Abel Perez</del>	vinnie@davilaconstruction.com <del>abel@davilaconstruction.com</del>	Not found
Gibraltar Construction	Matt Mitchell	Matt@gibconst.com	
R.E.C. Industries	Warren Williams Randy Hunter Jeff Witner	warren@recind.com randyhunter@recind.com jeffwhitner@recind.com	
Summit Building and Design	Cecilia Ramos David Acevedo	cecilia.ramos@summitbuildinganddesign.com David.acevedo@summitbuildinganddesign.com	
<del>Al Garza Construction Inc</del>	<del>Al Garza</del>	<del>gr9151@att.net</del>	Disabled
Alpine Engineering & Cnstrctn	Mike Hayes	alpine@alpinecompany.us	
Americana Builders	Katia Sandoval	Americanabuilders@yahoo.com	

**Advertisement List  
Solicitation # 2104-909-62-5125**

**Madonna Apartments Natural Gas Systems, Boiler Room, & Parking Lot Improvements**

Arkitektura Development Inc.	Gerard P Contreras	condg1@yahoo.com	
Associated Contractors Inc.	Charlie Bishop	charlie.bishop@assoccontractors.com	
B&O Construction	Paul Farnum	paul@bnoconstruction.com	
B.I.T Construction Services Inc	Britanie L. Olvera	britanie@bitservicesinc.com	
Basecom Inc	Oscar Oaxaca	ooaxaca@basecominc.com	
Belfor USA Group, Inc.	Tammy Kleine	tammy.kleine@us.belfor.com	
Bocci Engineering, Llc	Lami,Lianne	lianne.lami@bocciengineering.com	
Breck General Contracting	Reese Bruechner	reese@breckgc.com	
Brown-Mckee, Inc.	Michael P. Oles	mikepoles@brownmckee.com	
Byrdson Services, Llc	Jim Griffin	jgriffin@byrdsonservices.com	
Caststone Solutions Company	Patrick Delgado	caststone_solutions@yahoo.com	
Cdmtek	Chris Mansour	chris@cdmtek.com	
Ceda-Tex Svcs Inc	Fred Odanga	contact@cedatex.com	
Cesar Suarez Construction Llc	Cesar Suarez	cesarsuarezconstructionllc@gmail.com	
Charles N. White Constn Co	Dominic Padilla	dominicp@whiteconst.com	
Clark's Roofing & Constructn	Clark Kunkel	latmclark@msn.com	
CMV Consulting Services	Veronica Oliver	veronica@cmvservicestx.com	
Cobos Design & Construction,	Calixto Cobos	cobosdc2cal@yahoo.com	
Colebrack Enterprises, Inc	Robert Bracken Jr	rob.bracken@colebrack.net	
Commercial Interiors	Robert Ahmuty	ra@ci-gc.com	
Concord Commercial Svcs.	Alan Greenwood	agreenwood@ccsinctx.com	
Construmet Group Inc	Eloina Guerrero	construmetinc@gmail.com	
Copeland Contracting Co	Elsa Brown	ebrown@copeland-inc.com	
Creed Construction Inc.	Chester Reed	chester@creedci.com	
Cubit Contracting, Llc	Waymon Armstrong	waymon@cubitcontracting.com	
Donald Hubert Construction	Donald Hubert	dhubertco@sbcglobal.net	
<del>Double T Construction Inc.</del>	<del>Richard Smith</del>	<del>doubletsales3@hotmail.com</del>	Not found
Dragon Construction, Llc	Damon Howard	dhoward@dragon-llc.com	
Elicerio Construction	Fernando Elicerio	felicario@hotmail.com	
ERC Environmental & Const	Shelly	shoran@erc-tx.com	
Falkenberg Construction Co.,	Tony Gomez	pag@falkenbergconstruction.com	
General Contractor Services,	Teltschick, Pamela	genconser@aol.com	
GG's Construction, Llc	Rolando Osorio	rolandooggs@gmail.com	
Golden Builders Group, Llc	Carla F. Ysuhaylas	info@goldenbuildersgroup.com	
Grande Valley Builders, Inc.	Manuel Perez	mpgvb@aol.com	
<del>Grayhorse Construction, Inc.</del>	<del>Lily Mackey</del>	<del>lily@Grayhorse-Construction.com</del>	Not found
HGR General Contractors, L.P.	Randy D Reynolds	info@hgrgc.com	
Hynes Services, Inc.	Michael W. Hynes	HynesServicesInc@aol.com	
Icon Diversified, Llc	Julie Ingram	julie.ingram@icondiversified.com	
Intercon Environmental, Inc.	Karen Andrews	karen@intercon-environmental.com	
Jacody Construction, Lp	Forrest Couch	forrest.couch@jacodyconstruction.com	
JAJ Property Services Llc	Summer Jordan	summer.jordan@jajpropertieservices.com	
James W. Turner Const	James W. Turner	info@jwtc.net	
Jaxon Construction	Daniel McKibben	Houston@JaxonConstruction.com	
John & Denise Williams Const	Denise Williams	denisewilliams3545@sbcglobal.net	
JRI Enterprise Llc	Denise Anderson	jrjenterprisellc@yahoo.com	

**Advertisement List**  
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**Madonna Apartments Natural Gas Systems, Boiler Room, & Parking Lot Improvements**

JSR, Inc.	Bobby D. Greaves	bobby@jsrincorporated.com	blocked
K. Tillman Construction Llc	Yakira Braden	yakira@ktillmanconstruction.com	
KBL Restoration, Llc	Amy M Barnes	amy@kblrestoration.com	
Kenebrew Construction	William Kenebrew	wkandcompany@gmail.com	
Lamar Contractors	Steve Louque	s.louque@lamarcontractors.com	
Landry General Enterprises,	James Landry	lgebusiness@yahoo.com	
Largin Construction Services,	Jerry Jo Largin	jerryjo@larginconstruction.com	
Lyness Construction	Ryan Lyness	ryan.lyness@lynessconstruction.com	
Mart, Inc.	Vernon Proctor Shelly Orr	mart@martgc.com shelly.orr@martgc.com	Not found
Maryen Services, L.L.C.	Jme Martinez	jmemartinez@maryenservices.com	
Mavich, Llc	Faith Gordon	SALES@MAVICH.COM	
Mckenzie Jackson Construct	Cori Fields	cori@mckenziejackson.net	
Meteor Education, Llc.	Lanie Hart	bids@meteoreducation.com	
Mexzim Corporation	Ebbah Tokwe	ebbah@mexzim.com	
Mikocorp, Llc	Matthew Lindsey	matt@mikocorp.com	
Mitch Cohn Contractor	Joan Belmont	mitchcohncontractor@gmail.com	
Parallax Builders, Inc.	Mike Demko	mdemko@parallaxbuilders.com	
Post Oak Construction, Llc	Christopher Esparza	esparza716@gmail.com	
Primero Industrial Services,	James Narvaez	jnarvaez@primeroindustrialservices.com	
Pro Finish Plus, Llc	Ralph Mondy	ProFinishPlus@gmail.com	
QA Construction Services, Inc.	Lily Gutierrez	lily@qacsi.com	
R G Renovations & Constr	Rodolfo G. Gonzalez	mrfixlaredo@gmail.com	
Right Choice Development Llc	Danielle Wright	danielle@rightchoicedev.com	
RPR Construction Company,	Patricia A Pinkerton	ppinkerton@rprconstruction.com	
Sawyers Construction, Inc.	Randy Sawyers	randy@sawyersinc.com	
Setex Construction Corp.	Nathan Rivres	setex@setexconstruction.com	
Simwick Contractors Llc	Sheri Arnold	sheri@simwickgc.com	
Sisk-Robb Inc	James Sisk	JSisk@Sisk-Robb.com	
Steen Construction Co., Ltd.	Susan Steen	steenltd@sbcglobal.net	
Structural Concrete Systems,	Michele Dibassie	info@scs.net	
Tates Contracting, Llc	Johnny Tate	cheriseperson@gmail.com	
The Sandoval Group, Llc	Steven Sandoval	TSGConstruction.TX@gmail.com	
The Trevino Group, Inc.	Matt Baker	mbaker@trevinogroup.com	
Tommy Klein Construction,	Tommy Klein	tklein@tkleinconst.com	
TP&R Construction, L.L.C.	Nephtali Lucero	felia@tpr-construction.com	
Trini Construction Builder Llc	Reginald Worlds	info@triniconstructionbuilder.com	
Trinity Asset Builders, Llc	Rachelle Delouis	trinityassetbuilders@gmail.com	
VAS Contracting, Llc	Victor Sepeda	vascontracting@yahoo.com	
VBX Services	Carlito Vicencio	evicencio@vbxservices.com	Not found
Veteran Remodeling, Inc.	Eric Taylor	eric.taylor@veteranremodeling.com	
Walling Construction Co	Daniel Walling	daniel@wallingconstruction.com	
White Construction Company	Glinn H. White, Jr.	glinn@whiteconstructioncompany.com	
Woodrose Company, Inc.	Frances Loyd	franloyd@woodrosecompany.com	
FA Nunnelly	Blaine	blaine@fanunnelly.com	
Cadence McShane Const		skasturi@cadencemcshane.com	

**Advertisement List**  
**Solicitation # 2104-909-62-5125**

**Madonna Apartments Natural Gas Systems, Boiler Room, & Parking Lot Improvements**

L. C. Mosel Co.	Jose Ceballos	jose@lcmosel.com	
South TX Contracting, LLC	Shelly Condra Justin Martin	shelly@southtxc.com justin@southtxc.com	
Bougambilias Const	Mike Cisneros	bugconst@gmail.com	
Pro Masters Remodeling	Francisco Ruiz	fruib@pmrtx.com	
Hytek General Contracting	Kelsey Kerins	kkerins@hytekgc.com	
Carielo Facility Service	Rudy Carielo	rudy_carielo@yahoo.com	
L.D. Tebben	Jack Bradley Larry Tebben	bradsterj62@hotmail.com larrytebben@ldtebben.com	
QA Construction Services,	Lily Gutierrez	qacs@QASYSTEMS.COM	
Jordan Foster	Leland Rocchio Gabriel Lopez	lrocchio@jordanfosterconstruction.com Glopez@jordanfosterconstruction.com	
BR General Contractors	Robyn Riley	brtx@brtexas.com	
L. C. Mosel Co.	Jose Ceballos	jose@lcmosel.com	
Texas Plumbing Solutions	Elisha French	Elishafrench@me.com	
Tracker Energy Services	Jeff Rogers	jeff.rogers@trackerenergy.com	

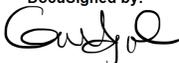
**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

**BOARD OF COMMISSIONERS  
Regular Board Meeting**

**RESOLUTION 6156, AUTHORIZING THE AWARD OF CONTRACTS FOR AUTOMATED AND MANUAL BULK PICKUP SERVICES AGENCY WIDE TO BULK-AWAY, LLC (AABE) AND WILL-LUC ENTERPRISES DBA JUNK KING SAN ANTONIO (WBE, SECTION 3 BUSINESS) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$550,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE YEAR TERMS**

DocuSigned by:  
  
D7D46F73013F4FA...  
**Ed Hinojosa, Jr.**  
President and CEO

DocuSigned by:  
  
23FA86FCE5954A7...  
**George Ayala**  
Director of Procurement

DocuSigned by:  
  
3ABDA0373371411...  
**Kristi Baird**  
Director of Beacon Communities

DocuSigned by:  
  
5AC8080B12FC4E5...  
**Zachariah Woodard**  
Director of Federal Housing Programs

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6156, authorizing the award of contracts for automated and manual bulk pickup services agency-wide to Bulk-Away, LLC (AABE) and Will-Luc Enterprises dba Junk King San Antonio (WBE, Section 3 Business) for an annual cumulative amount not to exceed \$550,000.00; 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 bulk pickup services agency-wide is not expected to exceed an annual cumulative amount of \$550,000.00 and will be funded by operating funds and/or available reserves.

**SUMMARY:**

SAHA requires the services of a vendor to provide bulk waste pickup services for all properties owned and managed by the agency. It should be noted that bulk pick-up service is not included in SAHA's contract that was awarded for waste disposal and recycling services. This service will be utilized to pick up items left in or around the trash dumpsters or at bulk waste areas. Solid waste items to be picked up may include furniture, mattresses, tires, brush, wood, appliances, or construction materials. Regulated materials, such as household cleaners (bleach, drain cleaners), tires, or pesticides may need disposal on occasion and shall be disposed of in accordance with federal, state, and local laws, regulations, and ordinances. The contractors will be required to engage in recycling efforts for paper, glass, metal, and plastic products and have procedures in place for the disposal of computers, monitors, TVs, refrigerators, stoves, etc. SAHA may also utilize this service to clear out resident units when items are left behind by the resident after the unit is vacated. The vendor may be engaged either by scheduled pickup or as-needed, call-out service.

SAHA properties are varied and diverse and will require more than one type or style of vehicle/equipment to efficiently service the needs of our agency. The equipment required may include, but is not limited to, the following: Roll Off containers in 15- and 20-yard capacities, Roll

**SAN ANTONIO HOUSING AUTHORITY****August 5, 2021**

Off delivery and pickup truck(s), Grapple Truck(s) with or without self-contained dump bed, various size box and bulk dump bed trucks, semi-trailer style bulk dump trailers and tractors, or bulk boxes and smaller bulk pickup containers.

This award does not include the collection, transportation, or disposal of material generated in the event of a disaster, such as a hurricane, tornado, flood, fire, governmental decree or action, terrorism, or other natural or manmade disaster. In such an event, SAHA will request pricing and an estimated time frame for the removal of such debris.

On May 21, 2021, SAHA issued an Invitation For Bids (IFB) #2105-910-27-5141 for Automated and Manual Bulk Pick-up Services that closed on June 22, 2021. The IFB was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 50 contractors. A total of two bids were received in response to this solicitation: Bulk-Away, LLC (AABE) and Will-Luc Enterprises dba Junk King San Antonio (WBE, Section 3 Business). Both bids were evaluated on the following criteria: purchase price, the reputation of the bidder and their goods or services, quality of the goods or services, the extent to which the goods or services meet SAHA's needs, total long term cost, and any relevant criteria contained within the solicitation document. Due to the volume of bulk pick-up that is required by the agency, we are recommending contract awards to both Bulk-Away, LLC and Will-Luc Enterprises dba Junk King San Antonio.

**COMPANY PROFILES:**

Bulk-Away, LLC was founded in 2018 and is headquartered in San Antonio, Texas. This vendor self-certifies as an AABE. They provide bulk waste removal services to include appliances, electronics, furniture, and junk for multi-unit housing properties. Their multifamily property management clients include, but are not limited to, Cortland Partners, Diamond Management, Falkin Platnick, GMC Property Management, Greystar Property Management, Lantower Residential, MC Companies, Pinnacle Property Management, Roscoe Property Management, Sandalwood Management, TI Communities, and United Property Management.

Will-Luc Enterprises dba Junk King San Antonio was established in 2017 and is headquartered in San Antonio, Texas. This is a family-owned business providing junk removal and bulk hauling services to San Antonio and the surrounding areas. Their client list includes, but is not limited to, Biodynamic Research Corporation (BRC), Office Furniture Liquidators, Hitt Contracting, and various multi-family properties, property managers, and realtors.

**PREVIOUS PERFORMANCE:**

Both of these vendors are currently under contract with SAHA to provide this service. Based on input received from property management, their performance has been less than satisfactory. The Director of Procurement will be meeting with these vendors to discuss their overall performance and ways to bring their performance ratings up to a satisfactory level.

**CONTRACT OVERSIGHT:**

Contract oversight will be provided by Kristi Baird, Director of Beacon Communities, and Zachariah Woodard, Director of Federal Housing Programs, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to ensure the vendor submits the Contractor's Section 3 Compliance report on a monthly basis, monitor compliance with the vendor's SWMBE subcontractor good faith utilization

**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

plan, provide annual contract performance evaluation survey to end-users, and assist departments in the contract renewal or new solicitation process.

**STRATEGIC OUTCOMES:**

- SAHA residents live in quality affordable housing.
- SAHA residents feel safe.

**ATTACHMENTS:**

Resolution 6156  
Bid Tabulation  
Advertisement List

**San Antonio Housing Authority  
Resolution 6156**

**RESOLUTION 6156, AUTHORIZING THE AWARD OF CONTRACTS FOR AUTOMATED AND MANUAL BULK PICKUP SERVICES AGENCY WIDE TO BULK-AWAY, LLC (AABE) AND WILL-LUC ENTERPRISES DBA JUNK KING SAN ANTONIO (WBE, SECTION 3 BUSINESS) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$550,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE YEAR TERMS**

**WHEREAS**, on May 21, 2021, SAHA issued an Invitation For Bids (IFB) #2105-910-27-5141 for Automated and Manual Bulk Pick-up Services that closed on June 22, 2021; and

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

**WHEREAS**, staff are recommending contract awards to Bulk-Away, LLC and Will-Luc Enterprises dba Junk King San Antonio; and

**WHEREAS**, the current award recommendation for bulk pickup services agency wide is not expected to exceed an annual cumulative amount of \$550,000.00 and will be funded by operating funds and/or available reserves; and

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

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

- 1) Approves Resolution 6156, authorizing the award of a contract for automated and manual bulk pickup services agency wide to Bulk-Away, LLC (AABE) and Will-Luc Enterprises dba Junk King San Antonio (WBE, Section 3 Business) for an annual cumulative amount not to exceed \$550,000.00; 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 August 2021.**

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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**

**Bid Tabuation**  
**Automated and Manual Bulk Pick Up Services Agency Wide**  
**2105-910-27-5141**

#	Items	Quantity Required	Bulk-Away, LLC			Junk King San Antonio		
			Unit Price	Cost Per Additional Item	Total Cost	Unit Price	Cost Per Additional Item	Total Cost
<b>1</b>								
#1-1	Under 10 Cubic Yards	6	\$21.60	\$21.60	\$129.60	\$35.00	\$0.00	\$210.00
#1-2	11 to 20 Cubic Yards	16	\$19.25	\$19.25	\$308.00	\$28.00	\$0.00	\$448.00
#1-3	21 to 30 Cubic Yards	27	\$14.84	\$14.84	\$400.68	\$21.00	\$0.00	\$567.00
#1-4	31 to 40 Cubic Yards	33	\$14.13	\$14.13	\$466.29	\$23.00	\$0.00	\$759.00
<b>2</b>								
#2-1	Under 10 Cubic Yards	4	\$21.60	\$21.60	\$86.40	\$32.00	\$0.00	\$128.00
#2-2	11 to 20 Cubic Yards	13	\$19.25	\$19.25	\$250.25	\$26.50	\$0.00	\$344.50
#2-3	21 to 30 Cubic Yards	22	\$14.84	\$14.84	\$326.48	\$23.50	\$0.00	\$517.00
#2-4	31 to 40 Cubic Yards	36	\$14.13	\$14.13	\$508.68	\$21.50	\$0.00	\$774.00
<b>3</b>								
#3-1	Passenger and Light Truck Tires	1	\$20.00	\$20.00	\$20.00	\$52.00	\$15.00	\$52.00
#3-2	Oversized and Large Truck Tires	1	\$30.00	\$30.00	\$30.00	\$55.00	\$15.00	\$55.00
#3-3	Dried non-lead paint containers	1	\$5.00	\$5.00	\$5.00	\$40.00	\$5.00	\$40.00
#3-4	Television, Microwave, Computer, Monitor etc.	1	\$5.00	\$5.00	\$5.00	\$40.00	\$5.00	\$40.00
<b>4</b>								
#4-1	Refrigerator/Freezer	1	\$15.00	\$15.00	\$15.00	\$50.00	\$20.00	\$50.00
#4-2	Washer/Dryer	1	\$15.00	\$15.00	\$15.00	\$50.00	\$20.00	\$50.00
#4-3	Couch/Love Seat	1	\$75.00	\$75.00	\$75.00	\$70.00	\$25.00	\$70.00
#4-4	Dressers/Tables	1	\$45.00	\$45.00	\$45.00	\$50.00	\$20.00	\$50.00
#4-5	Bed Frames all sizes	1	\$15.00	\$10.00	\$15.00	\$30.00	\$15.00	\$30.00
#4-6	Mattress/Box Spring Twin/Full	1	\$45.00	\$35.00	\$45.00	\$50.00	\$25.00	\$50.00
<b>5</b>								
#5-1	Trash Out Service- Labor Only	1	\$350.00	\$350.00	\$350.00	\$150.00	\$0.00	\$150.00
<b>6</b>								
#6-1	10 Cubic Yard	1	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
#6-2	15 Cubic Yard	1	\$425.00	\$425.00	\$425.00	No Bid	No Bid	No Bid
#6-3	20 Cubic Yard	1	\$475.00	\$475.00	\$475.00	No Bid	No Bid	No Bid
#6-4	30 Cubic Yard	1	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
#6-5	40 Cubic Yard	1	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid

**Advertisement List**  
**Solicitation # 2105-910-27-5141**  
**Automated and Manual Bulk Pick-up Services**

Associations /Vendors	Contact Name	Email	Notes
<b>Associations Revised as of 8/26/2020</b>			
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	
Fair Contracting Coalition		faircontractingcoalitioninfo@gmail.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@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 Association of Women in Construction (NAWIC)	Sandee Morgan	nawicerin@gmail.com nawicsatx@gmail.com	

**Advertisement List**  
**Solicitation # 2105-910-27-5141**  
**Automated and Manual Bulk Pick-up Services**

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	
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 ESBID	Web Site	https://portal.cpa.state.tx.us/	
North San Antonio Chamber of Commerce	Web Site	https://northsachamber.chambermaster.com	

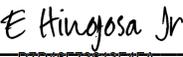
**Advertisement List**  
**Solicitation # 2105-910-27-5141**  
**Automated and Manual Bulk Pick-up Services**

<i>Direct Solicits as of 04/06/21</i>			
<b>HUBS on CMBL</b>			
Alamo 1	Joseph Salas	frontdesk@alamo1.com	
Lone Star Janitorial, LLC	Vernita Sneed	sneedv@callsj.com	
Mlp Ventures Inc.	Liborio Perez	mlp@att.net	
Tejas Premier Building Cont.	Andrew Wallace	andrew@tejaspremierbc.com	
Alamo City Constructors, Inc.	Kim Alexander	kim@alamocityconstructors.com	
River City Waste Disposal	Otis Spencer	ospe638686@aol.com	
Junk King San Antonio		Dewitt.rote@junk-king.com	
<b>Section 3 Bidders</b>			
All Pro General Construction		jorge@apgc.biz	
Trevino Contractors		trevinocont@live.com	
EA Contractor		enrique@mtsconstructor.com	
Garcia Brothers		GBMR.REPAIRS@YAHOO.COM	
R&J Muniz Remodeling		munizjuan60@yahoo.com	
R&C Landscape		floresrudy@hotmail.com	
<b>Direct Solicits</b>			
Bulk-Away	Cameron McCreary	cameron@bulk-away.com	
Fam Hauling Junk Removal	Allen Perez	Allen.perez67@yahoo.com	
HaulBrooks	Chester Bidmead	chester@haul-brooke.com	
Girls Can Too	April Gest	aprilgest@gmail.com	
Metro Waste Systems		info@metrowastesystems.com	
Junk Medics			
JDog Junk Removal & Hauling		info@jdog.com	
JL Junk Removal		JLjunkremoval16@gmail.com	
Junk Removal San Antonio		junkguys-sanantonio@gmail.com	
Junk Patrol		JunkPatrols@gmail.com	
Just Junk Solutions	Raul de la Torre	info@justjunksolutions.com	
Last Load Dumpster Service		lastloadds@gmail.com	
Prestige Junk Removal and Hauling, LLC		prestigejunkremoval@gmail.com	
Texas Refuse	Marc Foster	Cheryl@texasrefuse.com	
River City Waste, Inc.	Kevin Jones	kevin@rivercitywaste.com	
Ramirez Junk Removal Svcs		info@ramirezjunkremovalservices.com	
We Heart Junk		mike@weheartjunk.com	
Xtreme Junk Removal & Svcs		xtremejunkremoval@yahoo.com	
Waste Management	Christopher Cox	ccox6@wm.com	
Tiger Sanitation		customerservice@tiger-tx.com	

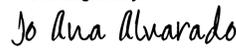
**Advertisement List**  
**Solicitation # 2105-910-27-5141**  
**Automated and Manual Bulk Pick-up Services**

C-6 Disposal Systems		c-6@c6disposal.com	
Texas Disposal Systems	Web Site	customercare@texasdisposal.com, tdscorporate@texasdisposal.com	
Arwood Waste		sanantonio@arwoodwaste.com	
Apache Disposal		info@apachedisposal.com	
BFI Waste Services Of Texas	Reilly O'Neale	roneale@republicservices.com	
Allied Waste Services	Tom Armstrong	tarmstrong@republicservices.com	
River City Waste	Lynette Gray Chris McKinney	lynette@rivercitywaste.com, chris@rivercitywaste.com, info@rivercitywaste.com	
Trojan Waste Solutions	Zac Zahiriniak	zzahirniak@trojanwaste.com	
Waste Point	David Brock	dbrock@wastepoint.com	
Central Waste & Recycling	Mike Mnoian	centralwasteinc@gmail.com	
K2 Waste Solutions, Llc	Bill Killian	bk@bkillian.net	
Texas Commercial Waste	Ron Schmidt	tcwronsch@hotmail.com	
RoadRunner Recycling	Jason Erdeljac	jerdeljac@roadrunnerwm.com	
Republic Services Of Texas Ltd	Chris Gandy	CGandy@republicservices.com	
Rocket Environmental, Llc	Malorie R. Zimmer	sales@rocketenviro.com	

**SAN ANTONIO HOUSING AUTHORITY****August 5, 2021****BOARD OF COMMISSIONERS  
Regular Board Meeting****RESOLUTION 6157, AUTHORIZING THE AWARD OF A CONTRACT FOR TURNKEY WIFI EXPANSION PROJECT TO VIA TECHNOLOGY, INC. (DBE, ESBE, HABE, MBE, SBE, HUB, SECTION 3 BUSINESS) FOR AN AMOUNT NOT TO EXCEED \$2,371,176.00**

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

DocuSigned by:  
  
 23FA86F0E5954A7...  
**George Ayala**  
**Director of Procurement**

DocuSigned by:  
  
 4248C93558E34F7...  
**Jo Ana Alvarado**  
**Director of Innovative  
Technology**

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6157, authorizing the award of a contract for Turnkey WiFi Expansion Project to VIA Technology, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for an amount not to exceed \$2,371,176.00.

**FINANCIAL IMPACT:**

The current award recommendation for the turnkey portion of the WiFi Expansion Project is not expected to exceed an amount of \$2,371,176.00 to include a base bid of \$2,155,613.89 and an approximate 10% contingency of \$215,562.11 that will only be used, as necessary. This project will be funded with MTW funds designated for the WiFi expansion project.

**SUMMARY:**

SAHA currently provides residents with Public Wireless access (WiFi) in the community rooms of the developments within the portfolios of Public Housing and Beacon Communities. This is accomplished through the use of enterprise-rated WiFi equipment and devices. As part of SAHA's ongoing efforts to bring internet access to all its residents, SAHA seeks to expand the community room WiFi designs and configurations to deliver public access wireless connectivity to any device within the resident's home.

SAHA requires the services of a vendor to provide delivery of a full turnkey solution that will include the complete design, configuration, implementation, installation, and testing of diverse WiFi designs that will meet the needs of the various building types and structures for Public Housing and Beacon Communities. The Contractor will work in collaboration and partnership with SAHA's network team to ensure the best configuration possible for this project.

On March 1, 2021, SAHA issued a Request For Proposals #2102-280-29-5109 for Turnkey WiFi Expansion Project that closed on April 27, 2021. The RFP was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 19 vendors. A total of four proposals were received in response to this solicitation: AT&T, Lakeway Security, LLC (HABE, Section 3 Business), Major Inc. dba RX Technology (DBE, SBE, WBE, HUB), and Via Technology, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business). All proposals were evaluated on the following criteria: experience, project management/implementation/quality control, price, and strength of the vendor's Section 3 and SWMBE Utilization Plans. Presentations were conducted with the two highest-rated proposers on May 18 and 19, 2021. Best and Final

**SAN ANTONIO HOUSING AUTHORITY****August 5, 2021**

Offers were requested from both presenters that were due to SAHA on May 24, 2021. The pricing received from the BAFO's resulted in an increase in cost for the project as the proposers had a better understanding of the project to include the Agency's need for stronger equipment. Based on the above, we are recommending a contract award to Via Technology, Inc. They are the highest-rated qualified proposer.

**COMPANY PROFILE:**

VIA Technology, LLC was established in 1995 and is headquartered in San Antonio, Texas, with a field office in El Paso, Texas. This vendor has been certified as a DBE, ESBE, HABE, MBE, SBE by the South Central Texas Regional Certification Agency, a HUB by the State of Texas, and a Section 3 Business by SAHA. They offer IT solutions to include, but are not limited to, security services, email/spam protection, cloud computing, network security, VoIP Services, and cabling services to clients in industries to include construction, federal, state, and local governments, educational institutions, and commercial clients. They specialize in services to include, but are not limited to: access control solutions, broadband services, cabling solutions, cloud computing, database development, disaster recovery, and continuity planning, email solutions, hosted email, intrusion detection, IP Video Surveillance Solutions, IT assessment and planning services, messaging and collaboration solutions, network security services, WiFi implementation and design services, Share point solutions, remote storage services, and video conferencing solutions. VIA Technology has received contract awards from cooperative vendors to include the Department of Information Resources (DIR) and The Interlocal Purchasing System (TIPS). Their client list includes, but is not limited to ADP, Camp Bullis, Bexar County, Center for Health Care Services, City of San Antonio, Department of Defense, Department of Justice, East Central Independent School District, Freeman Coliseum, Ft. Sam Houston, Lackland Air Force Base, and VIA Transit Park.

**PREVIOUS PERFORMANCE:**

This vendor has received a prior award from SAHA for the first phase of SAHA's WiFi expansion project that included the following communities: Alazan Apache Courts, Cassiano, and Lincoln Heights. They performed satisfactorily under this awarded contract.

**CONTRACT OVERSIGHT:**

Contract oversight will be provided by Jo Ana Alvarado, Director of Innovative Technology, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to monitor compliance with the vendor's Section 3 and SWMBE subcontractor good faith utilization plans.

**STRATEGIC OUTCOMES:**

- SAHA residents live in quality affordable housing.
- SAHA residents have access to affordable utilities.

**ATTACHMENTS:**

Resolution 6157  
Scoring Matrix  
Advertisement List

**San Antonio Housing Authority  
Resolution 6157**

**RESOLUTION 6157, AUTHORIZING THE AWARD OF A CONTRACT FOR TURNKEY WIFI EXPANSION PROJECT TO VIA TECHNOLOGY, INC. (DBE, ESBE, HABE, MBE, SBE, HUB, SECTION 3 BUSINESS) FOR AN AMOUNT NOT TO EXCEED \$2,371,176.00**

**WHEREAS**, on March 1, 2021, SAHA issued a Request For Proposals #2102-280-29-5109 for Turnkey WiFi Expansion Project that closed on April 27, 2021; and

**WHEREAS**, four proposals were received in response to the RFP; and

**WHEREAS**, presentations were conducted with the two highest rated proposers on May 18 and 19, 2021. Best and Final Offers were requested from both presenters that were due to SAHA on May 24, 2021; and

**WHEREAS**, staff are recommending a contract award to Via Technology, Inc. They are the highest-rated qualified proposer; and

**WHEREAS**, the current award recommendation for the Turnkey portion of the WiFi Expansion Project is not expected to exceed an amount of \$2,371,176.00 to include a base bid of \$2,155,613.89 and an approximate 10% contingency of \$215,562.11 that will only be used, as necessary. This project will be funded with MTW funds designated for the WiFi expansion project; and

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

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

- 1) Approves Resolution 6157, authorizing the award of a contract for Turnkey WiFi Expansion Project to VIA Technology, Inc. (DBE, ESBE, HABE, MBE, SBE, HUB, Section 3 Business) for an amount not to exceed \$2,371,176.00.
- 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 August 2021.**

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

**Attested and approved as to form:**

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

<b>Scoring Matrix Turnkey WiFi Expansion Project 2102-280-29-5109</b>					
<b>Criterion Description</b>	<b>Weight</b>	<b>Lakeway Security, LLC</b>	<b>VIA Technology, LLC</b>	<b>Major Inc. dba/ RX Technology</b>	<b>AT&amp;T Business</b>
<b><u>Experience:</u></b>	<b>30</b>				
Rater 1		3.00	4.00	4.00	3.00
Rater 2		4.00	4.00	5.00	4.00
Rater 3		4.00	5.00	4.00	4.00
<b><u>Total Score</u></b>		11.00	13.00	13.00	11.00
<b><u>Average Score</u></b>		3.67	4.33	4.33	3.67
<b><u>Weighted Score</u></b>		22.00	26.00	26.00	22.00
<b><u>Project Management / Implementation / Quality Control:</u></b>	<b>35</b>				
Rater 1		4.00	5.00	2.00	3.00
Rater 2		4.00	5.00	3.00	2.00
Rater 3		4.00	5.00	3.00	2.00
<b><u>Total Score</u></b>		12.00	15.00	8.00	7.00
<b><u>Average Score</u></b>		4.00	5.00	2.67	2.33
<b><u>Weighted Score</u></b>		28.00	35.00	18.67	16.33
<b><u>Price Proposal:</u></b>	<b>25</b>				
<b><u>Total Score</u></b>		4.75	2.78	5.00	4.70
<b><u>Weighted Score</u></b>		23.75	13.90	25.00	23.50
<b><u>Strength of the Contractor's Section 3 Utilization Plan:</u></b>	<b>5</b>				
Rater 1		4.00	1.00	1.00	0.00
Rater 2		3.00	1.00	0.00	0.00
Rater 3		3.00	1.00	1.00	0.00
<b><u>Total Score</u></b>		10.00	3.00	2.00	0.00
<b><u>Average Score</u></b>		3.33	1.00	0.67	0.00
<b><u>Weighted Score</u></b>		3.33	1.00	0.67	0.00
<b><u>Strength of the SWMBE plans:</u></b>	<b>5</b>				
Rater 1		3.00	1.00	2.00	0.00
Rater 2		3.00	1.00	2.00	0.00
Rater 3		3.00	1.00	3.00	0.00
<b><u>Total Score</u></b>		9.00	3.00	7.00	0.00
<b><u>Average Score</u></b>		3.00	1.00	2.33	0.00
<b><u>Weighted Score</u></b>		3.00	1.00	2.33	0.00
Section 3 Preference: A firm may qualify for Section 3 status for up to an additional 5 points.					
Category I: As detailed in Attachment D	5 (.25)	0.00	0.00	0.00	0.00
Category II: As detailed in Attachment D	4 (.2)	0.00	0.00	0.00	0.00
Category III: As detailed in Attachment D	3 (.15)	0.00	0.00	0.00	0.00
Category IV: As detailed in Attachment D	2 (.1)	0.10	0.10	0.00	0.00
<b>Total Weighted Score</b>	<b>100</b>	<b>80.18</b>	<b>77.00</b>	<b>72.67</b>	<b>61.83</b>

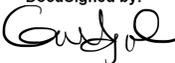
**Advertisement List**  
**Solicitation #2102-280-29-5109**  
**Turnkey WiFi Expansion Project**

Associations /Vendors	Contact Name	Email	Notes
<b>Direct Solicits as of 8/26/20</b>			
<b>HUBS on CMBL</b>			
ARTCOM ASSOCIATES, INC.	Lori Ann Flores	accounting@artcomtx.com	210-684-8877
FIOSTA TECHNOLOGIES, LLC	Dave Cruz	bids@fiosta.com	210-816-3756
FIVE STAR TECH LTD. CO.	Katrina Greiner	kgreiner@fivestartechltd.com	210-468-0106
GLOBALSCOPE COMMUNICATIONS CORPORATION	Pres./Isabel Gonzaba	igonzaba@gscorp.com	210-321-3700
TERO TECHNOLOGIES, INC.	Robin Portenier	rlp@terousa.com	210-967-4900
<b>Section 3 Bidders</b>			
<b>Direct Solicits 3/1/21</b>			
AT&T		sc5467@att.com tm5462@att.com	
VIA Technologies	Manuel	manuelv@800viatech.com	
Spectrum Enterprises	Chad Scott	Chad.Scott@charter.com	
Grande Communications	Steven Davis	stephen.davis@mygrande.com	
Verizon		craig.shinn@verizon.com	
DoJo Networks		matthew.leff@dojonetworks.com	
Lumen		mark.strobel@lumen.com	
One 5 Solutions	Lou Martinez	lou@one5solutions.com	
Allot	Alain Amar	aamar@allot.com	
Consolidated Installation Support, LLC		joe@vetcis.com	210-387-0097
Barton Logistics	Austen Hardy	Austin.Hardy@bartonlogistics.com	
Mc Austin	Brett Weiss	bweiss@mcaustin.com	
Lakeway Security	Jesse Grimaldo	jesse@lakewaysecurity.com	512-786-9051
RX Technology	Mark Rizzo	mrizzo@rx-tech.com	210.828. 6081

**BOARD OF COMMISSIONERS  
Regular Board Meeting**

**RESOLUTION 6158, AUTHORIZING THE AWARD OF A CONTRACT FOR THE BROADBAND INSTALLATION AND SERVICES PORTION OF THE WIFI EXPANSION PROJECT TO GRANDE COMMUNICATION NETWORKS, LLC FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$227,430.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO TWO ADDITIONAL ONE-YEAR TERMS; AND, SPECTRUM ENTERPRISES FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO TWO ADDITIONAL ONE-YEAR TERMS FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$311,713.00 FOR YEAR ONE AND AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$302,269.00 FOR YEAR TWO AND FOR YEAR THREE**

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

DocuSigned by:  
  
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**George Ayala**  
**Director of Procurement**

DocuSigned by:  
  
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**Jo Ana Alvarado**  
**Director of Innovative  
Technology**

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6158, authorizing the award of contracts for the Broadband Installation and Services portion of the WiFi Expansion project to Grande Communication Networks, LLC for an annual cumulative amount not to exceed \$227,430.00; for a period of one year with the option to renew up to two additional one-year terms; and, Spectrum Enterprises for a period of one year with the option to renew up to two additional one-year terms for an annual cumulative amount not to exceed \$311,713.00 for year one and an annual cumulative amount not to exceed \$302,269.00 for year two and for year three.

**FINANCIAL IMPACT:**

The current award recommendation for the broadband installation and services portion of the WiFi Expansion Project is not expected to exceed an annual cumulative amount of \$539,143.00 for year one to include the cost for the equipment required for the installation and connectivity to the WiFi infrastructure and an annual cumulative amount of \$529,699.00 for year two and year three for delivery of bandwidth to meet the needs of Public Housing and Beacon Communities. The award recommendation for each year includes a 5% contingency that will only be used, if necessary. This project will be funded with MTW funds designated for the WiFi expansion project.

**SUMMARY:**

SAHA currently provides residents with Public Wireless access (WiFi) in the community rooms of the developments within the portfolios of Public Housing and Beacon Communities. This is accomplished through the use of enterprise-rated WiFi equipment and devices. As part of SAHA's ongoing efforts to bring internet access to all its residents, SAHA seeks to expand the community room WiFi to deliver WiFi access and connectivity to any device within the resident's home.

SAHA has awarded contracts for the WiFi equipment that is required to build the WiFi infrastructure and the cabling, mounting, and electrical portions of this project. This approval is for

**SAN ANTONIO HOUSING AUTHORITY****August 5, 2021**

the broadband, backhaul portion of this project. SAHA requires the services of Contractors to provide the necessary Internet Service Provider (ISP) equipment (Modem/Fiber Node) needed to complete the installation and provide connectivity to the WiFi infrastructure. The Contractors will also provide broadband services for three years and all public Internet Protocol (IPs) for each delivery of bandwidth that will meet the needs of the various building types and structures for Public Housing and Beacon Communities. The Contractors will work in collaboration and partnership with SAHA's network team to ensure the best user experience possible for this project.

SAHA requires both coax and fiber bandwidth installation to support the diverse Public Housing and Beacon portfolios. Spectrum was the only vendor that presented the ability to deliver both backhaul types, and shall be awarded 10 fiber and 40 coax properties plus the additional costs for public IP addresses and installation. Grande will be awarded 19 fiber properties. Grande's cost for fiber is considerably less than Spectrum; however, they are only able to provide fiber service to properties where they have a fiber presence. After evaluating all costs associated with this project to include installation and ongoing services, awarding the 19 properties to Grande will result in annual cost savings to the agency in the amount of \$102,372.00.

On February 9, 2021, SAHA issued a Request For Proposals #2102-838-33-5102 for Broadband Installation WiFi Expansion Project that closed on March 5, 2021. This solicitation was closed as non-award as the scope of work needed to be revised to clearly identify the need for ongoing services.

On May 11, 2021, SAHA reissued a Request For Proposals #2105-838-33-5130 for Broadband Installation and Services WiFi Expansion Project that closed on May 28, 2021. The RFP was published on the SAHA E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 19 vendors. A total of three proposals were received in response to this solicitation: Spectrum Enterprises, Grande Communications Networks LLC, and DoJo Networks. All proposals were evaluated on the following criteria: experience, project management/implementation/quality control, price, and strength of the vendor's Section 3 and SWMBE Plans. Based on the above, we are recommending contract awards to Spectrum Enterprises and Grande Communications. They are the highest-rated qualified proposers.

**COMPANY PROFILES:**

Grande Communications Networks, LLC was established in 1999 and is based in San Marcos, Texas. They offer internet access, local and long-distance telephone service, and digital cable over its own network to nine different markets in Texas. This vendor serves as the primary provider of cable services for dormitories on the campuses of Texas State University, University of the Incarnate Word, Baylor University, and the University of Texas at Austin.

Spectrum Enterprise, a commercial brand of Charter Communications, was founded in 1993 and is headquartered in Samort, Connecticut. They are a national provider of scalable, fiber-based technology solutions serving businesses and communications service providers. Their broad Spectrum Enterprise portfolio includes internet access, Ethernet and Managed Network Services, Voice and TV solutions, Managed Application, Cloud Infrastructure, and Managed Hosting Services. Their client list includes, but is not limited to, UT Health Science Center at Houston, UT Office of Teleservice, and University of Texas-San Antonio (UTSA).

**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

**PREVIOUS PERFORMANCE:**

Grande Communications Networks, LLC has received a prior award from SAHA to provide bandwidth for the first phase of SAHA's WiFi Expansion project that included Alazan Apache Courts, Cassiano Homes, and Lincoln Heights. They performed satisfactorily under this awarded contract.

Spectrum Enterprise has received a prior award from SAHA through the Department of Information Resources for communications technology services and performed satisfactorily under the awarded contract.

**CONTRACT OVERSIGHT:**

Contract oversight will be provided by Jo Ana Alvarado, Director of Innovative Technology, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to monitor compliance with the vendor's Section 3 and SWMBE subcontractor good faith utilization plans.

**STRATEGIC OUTCOMES:**

- SAHA residents live in quality affordable housing.
- SAHA residents have access to affordable utilities.

**ATTACHMENTS:**

Resolution 6158  
Scoring Matrix  
Advertisement List

**San Antonio Housing Authority  
Resolution 6158**

**RESOLUTION 6158, AUTHORIZING THE AWARD OF A CONTRACT FOR THE BROADBAND INSTALLATION AND SERVICES PORTION OF THE WIFI EXPANSION PROJECT TO GRANDE COMMUNICATION NETWORKS, LLC FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$227,430.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO TWO ADDITIONAL ONE-YEAR TERMS; AND, SPECTRUM ENTERPRISES FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO TWO ADDITIONAL ONE-YEAR TERMS FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$311,713.00 FOR YEAR ONE AND AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$302,269.00 FOR YEAR TWO AND FOR YEAR THREE**

**WHEREAS**, on May 11, 2021, SAHA reissued a Request For Proposals #2105-838-33-5130 for Broadband Installation and Services WiFi Expansion Project that closed on May 28, 2021; and

**WHEREAS**, three proposals were received in response to the RFP; and

**WHEREAS**, staff are recommending contract awards to Spectrum Enterprises and Grande Communications Networks, LLC. They are the highest-rated qualified proposers; and

**WHEREAS**, the current award recommendation for the broadband installation and services portion of the WiFi Expansion Project is not expected to exceed an annual cumulative amount of \$539,143.00 for year one to include the cost for the equipment required for the installation and connectivity to the WiFi infrastructure and an annual cumulative amount of \$529,699.00 for year two and year three for delivery of bandwidth to meet the needs of Public Housing and Beacon Communities. The award recommendation for each year includes a 5% contingency that will only be used, if necessary. This project will be funded with MTW funds designated for the WiFi expansion project; and

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

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

- 1) Approves Resolution 6158, authorizing the award of contracts for the Broadband Installation and Services portion of the WiFi Expansion project to Grande Communication Networks, LLC for an annual cumulative amount not to exceed \$227,430.00; for a period of one year with the option to renew up to two additional one-year terms; and, Spectrum Enterprises for a period of one year with the option to renew up to two additional one-year terms for an annual cumulative amount not to exceed \$311,713.00 for year one and an annual cumulative amount not to exceed \$302,269.00 for year two and for year three.
- 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 August 2021.**

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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**

**Scoring Matrix**

**Broadband Installation & Services WiFi Expansion Project  
2105-838-33-5130**

	Total	Experience	Project Management/Implementation/Quality Control	Price Proposal	Strength of the Contractor's Section 3 Utilization Plan	Strength of the Contractor's S/W/MBE Utilization Plan
Supplier	/ 100 pts	/ 30 pts	/ 35 pts	/ 25 pts	/ 5 pts	/ 5 pts
Spectrum Enterprise	74.98	30	28	16.98	0	0
Grande Communications	81.00	28	28	25	0	0
Get Wireless, Inc	59.99	18	23.33	13.32	2.67	2.67

**Advertisement List**  
**Solicitation #2105-838-33-5130**  
**Broadband Installation & Services WiFi Expansion Project**

Associations /Vendors	Contact Name	Email	Notes
<b>Direct Solicits as of 5/11/2021</b>			
<b>HUBS on CMBL</b>			
ARTCOM ASSOCIATES, INC.	Lori Ann Flores	accounting@artcomtx.com	210-684-8877
FIOSTA TECHNOLOGIES, LLC	Dave Cruz	bids@fiosta.com	210-816-3756
FIVE STAR TECH LTD. CO.	Katrina Greiner	kgreiner@fivestartechltd.com	210-468-0106
GLOBALSCOPE COMMUNICATIONS CORPORATION	Pres./Isabel Gonzaba	igonzaba@gscorp.com	210-321-3700
TERO TECHNOLOGIES, INC.	Robin Portenier	rlp@terousa.com	210-967-4900
<b>Section 3 Bidders</b>			
<b>Direct Solicits</b>			
AT&T		sc5467@att.com tm5462@att.com jh1394@att.com	
VIA Technologies	Manuel	manuelv@800viatech.com fmay@800viatech.com	
Spectrum Enterprises	Chad Scott	Chad.Scott@charter.com	
Grande Communications	Steven Davis	stephen.davis@mygrande.com	
Verizon Business Network Services,	Craig shinn	craig.shinn@verizon.com	
DoJo Networks		matthew.leff@dojonetworks.com	
Lumen		mark.strobel@lumen.com	
One 5 Solutions	Lou Martinez	lou@one5solutions.com	
Allot	Alain Amar	aamar@allot.com	
Consolidated Installation Support, LLC		joe@vetcis.com	210-387-0097
Barton Logistics	Austen Hardy	Austin.Hardy@bartonlogistics.com	
DoJo Networks		matthew.leff@dojonetworks.com	
Lakeway Security	Jesse	jesse@lakewaysecurity.com	
RX-Technology		sherik@rx-tech.com	

**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

**BOARD OF COMMISSIONERS  
Regular Board Meeting**

**RESOLUTION 6159, AUTHORIZING THE AWARD OF A CONTRACT FOR DEVELOPMENT INITIATIVE CONSULTING SERVICES TO BAKER TILLY VIRCHOW KRAUSE, LLP THROUGH PHILADELPHIA HOUSING AUTHORITY FOR AN AMOUNT NOT TO EXCEED \$500,000.00; FOR A PERIOD OF SEVEN MONTHS WITH THE OPTION TO RENEW UP TO THREE ADDITIONAL ONE YEAR TERMS**

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

DocuSigned by:  
*George Ayala*  
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**George Ayala**  
**Director of Procurement**

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

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6159, authorizing the award of a contract for development initiative consulting services to Baker Tilly Virchow Krause, LLP through Philadelphia Housing Authority for an amount not to exceed \$500,000.00; for a period of seven months with the option to renew up to three additional one year terms.

**FINANCIAL IMPACT:**

The current award recommendation for development initiative consulting services is not expected to exceed an amount of \$500,000.00 and will be funded with existing reserves.

**SUMMARY:**

Snowden Apartments (Project) is an approximately 135-unit new construction apartment complex for Seniors age 62 years and older, proposed on an approximately 6.97 acres vacant tract of land located at 7223 Snowden Road, San Antonio, Bexar County, Texas. The new development will provide a mix of one- and two-bedroom units with appropriate design considerations and amenities and is anticipated to be 100% affordable at 60% area median income or less.

San Antonio Housing Finance Corporation (Corporation) plans to self-develop the apartment complex utilizing the consulting services of Baker Tilly and will not pursue the assistance of a private developer. The Project will receive the benefit of the Corporation's ad valorem tax exemption, as well as a sales tax exemption arising out of the Corporation serving as the prime contractor. The Corporation or its assignee will receive a purchase option and a right of first refusal from the Partnership. The agency will benefit by adding units to its affordable housing portfolio, enabling the agency to serve more residents and further its mission.

Baker Tilly (Consultant) offers a wide range of pre-construction and construction services. During the design phase, the Consultant will work closely with the Corporation and the Design and Engineering team to ensure that construction, space design, spatial relationships, interior design, landscaping, sustainability, furnishings/equipment criteria, specifications, soil boring for site conditions, and budgets for the project are developed in a timely manner to meet the established project program and vision. In addition, the Consultant will aid in developing and coordinating the

**SAN ANTONIO HOUSING AUTHORITY****August 5, 2021**

full project scope by evaluating all funding source standards and coordinating with design professionals to ensure compliance with those standards. During the construction phase, the Consultant will work closely with the general contractor to remedy design/pricing and construction issues. It will provide the Corporation with regular updates on project progress, aid in obtaining proper pricing, assist with developer draw and construction draw administration, oversee the project development construction schedule and budget, and review any change orders which may occur. During the close-out phase, the Consultant will coordinate the final pay application, receipt of the final Certificate of Occupancy, and the successful conversion of construction to permanent financing.

The U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts is appropriate and in accordance with SAHA procurement policies.

On April 29, 2019, Philadelphia Housing Authority (PHA) issued a Request For Proposals #P-004886 for Development Initiative Consulting Services that closed on May 30, 2019, with Best and Final Offer dated and accepted by (PHA) on August 9, 2019. Contracts were awarded to three firms to include Baker Tilly Virchow Krause, LLP. This contract was effective March 9, 2020, for a period of two years with the option to renew up to three additional one-year terms. SAHA is requesting approval to “join” or “piggyback” onto this awarded contract for the remaining term awarded by PHA.

**COMPANY PROFILE:**

Baker Tilly Virchow Krause, LLP (doing business as Baker Tilly) is a public accounting and consulting firm headquartered in Chicago, Illinois. The company has office locations in 25 states with 445 professionals deployed across six cities in Texas to include Houston, Austin, Dallas, Ft. Worth, Irving, and Spring. This is a full-service accounting and financial advisory firm with a specialized focus on servicing housing developers, property managers, state housing credit agencies, public housing authorities, syndicators, and investors. Their affordable housing services include, but are not limited to, audit, tax credit applications, applications for soft sources, rental assistance demonstration (RAD) consulting, year 15 exit strategies, stabilization calculation, investor/lender identification, and negotiation. Baker Tilly has worked with various Housing Authorities to include the Alaskan Housing Authority, Housing Authority of the City of Milwaukee, LaFayette Housing Authority, Philadelphia Housing Authority, and various Housing Authorities throughout the state of Illinois.

**PREVIOUS PERFORMANCE:**

This firm has received prior awards from SAHA for Development Initiative Consulting Services for SAHA's Asset Management and Development Services and Neighborhood Revitalization Departments and they have performed satisfactorily under both awarded contracts.

**CONTRACT OVERSIGHT:**

Contract oversight will be provided by Lorraine Robles, Director of Development Services and Neighborhood Revitalization, who will monitor the vendor's adherence to contract requirements and performance. The Procurement Department will be responsible to monitor compliance with the vendor's Section 3 and SWMBE subcontractor good faith utilization plans,

**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

**STRATEGIC OUTCOMES:**

- SAHA residents have a sufficient supply of affordable housing options.
- SAHA residents live in quality affordable housing.

**ATTACHMENT:**

Resolution 6159

**San Antonio Housing Authority  
Resolution 6159**

**RESOLUTION 6159, AUTHORIZING THE AWARD OF A CONTRACT FOR DEVELOPMENT INITIATIVE CONSULTING SERVICES TO BAKER TILLY VIRCHOW KRAUSE, LLP THROUGH PHILADELPHIA HOUSING AUTHORITY FOR AN AMOUNT NOT TO EXCEED \$500,000.00; FOR A PERIOD OF SEVEN MONTHS WITH THE OPTION TO RENEW UP TO THREE ADDITIONAL ONE YEAR TERMS**

**WHEREAS**, the U.S. Department of Housing and Urban Development encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. SAHA is not required to issue its own competitive solicitation in cases where the use of available contracts is appropriate and are in accordance with SAHA procurement policies; and

**WHEREAS**, on April 29, 2019, Philadelphia Housing Authority (PHA) issued a Request For Proposals #P-004886 for Development Initiative Consulting Services that closed on May 30, 2019, with Best and Final Offer dated and accepted by PHA on August 9, 2019. Contracts were awarded to three firms to include Baker Tilly Virchow Krause, LLP. This contract was effective March 9, 2020, for a period of two years with the option to renew up to three additional one year terms; and

**WHEREAS**, SAHA staff are requesting approval to enter into a “join” or “piggy-back” agreement with Baker Tilly Virchow Krause, LLP; and

**WHEREAS**, the current award recommendation for development initiative consulting services is not expected to exceed an amount of \$500,000.00 and will be funded with existing reserves; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of San Antonio Housing Authority, hereby authorizes the President and CEO, or designee, to:

- 1) Approve Resolution 6159, authorizing the award of a contract for development initiative consulting services to Baker Tilly Virchow Krause, LLP through Philadelphia Housing Authority for an amount not to exceed \$500,000.00; for a period of seven months with the option to renew up to three additional one year terms.
- 2) Execute all necessary documents associated with this contract.

**Passed and approved on the 5th day of August 2021.**

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

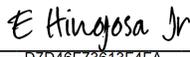
**Attested and approved as to form:**  
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**Ed Hinojosa, Jr.**  
**President and CEO**

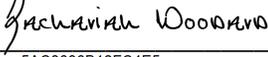
SAN ANTONIO HOUSING AUTHORITY

August 5, 2021

**BOARD OF COMMISSIONERS**  
**Regular Board Meeting**

**RESOLUTION 6160, APPROVING THE PAYMENT STANDARD SCHEDULE BETWEEN 90% AND 105% OF SMALL AREA FAIR MARKET RENTS (SAFMRS) FOR THE EMERGENCY HOUSING VOUCHER (EHV) PROGRAM**

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

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

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6160, approving the Payment Standard Schedule between 90% and 105% of Small Area Fair Market Rents (SAFMRS) for the Emergency Housing Voucher (EHV) Program.

**FINANCIAL IMPACT:**

SAHA's Housing Assistance Payment (HAP) amount for the Emergency Housing Voucher (EHV) Program Payment Standard Schedule is estimated at \$2,618,314.00.

**SUMMARY:**

The U.S. Department of Housing and Urban Development (HUD) annually establishes small area fair market rents (SAFMR) for each area in the United States. HCV regulations at 24 CFR § 982.503(a)(3) requires housing authorities to establish voucher payment standards for each unit size. Payment standard is defined as "the maximum assistance payment for a family assisted in the voucher program (before deducting the total tenant payment by the family)" [24 CFR 982.4(b)].

Due to the emergency nature of the EHV, HUD is waiving §982.503(a)(3) and establishing an alternative requirement permitting housing authorities to establish separate higher payment standards for the EHV in order to increase the potential pool of available units for EHV families.

In November 2016, the Small Area Fair Market Rent (SAFMR) Final Rule (Federal Register Notice FR-5855-F-03) mandated certain metropolitan areas, including the San Antonio-New Braunfels metro area, to use SAFMRs in the Housing Choice Voucher (HCV) program. Per HUD regulations, payment standards for HCVs must be within 90-110% of the SAFMR. However, with the new EHV, HUD has established an alternative requirement to allow the housing authorities to establish a payment standard amount for a unit size at any level between **90 percent and 120 percent** (as opposed to 110 percent) of the published SAFMR for that unit size.

The proposed EHV Payment Standard Schedule as shown in Table 1 below falls within the 90% to 105% range. Staff requests approval of the proposed payment standard schedule for all bedroom sizes, which complies with HUD requirements. The proposed payment standards will be effective for all EHV's issued beginning July 1, 2021.

**SAN ANTONIO HOUSING AUTHORITY****August 5, 2021****Table 1. Proposed EHV Payment Standard Schedule**

<b>Zip Code Group</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>	<b>6 BR</b>
1	\$550	\$660	\$800	\$1,040	\$1,290	\$1,484	\$1,677
2	\$620	\$750	\$910	\$1,180	\$1,460	\$1,679	\$1,898
3	\$660	\$790	\$970	\$1,260	\$1,560	\$1,794	\$2,028
4	\$710	\$850	\$1,040	\$1,350	\$1,670	\$1,921	\$2,171
5	\$810	\$970	\$1,180	\$1,530	\$1,900	\$2,185	\$2,470
6	\$840	\$1,010	\$1,230	\$1,600	\$1,980	\$2,277	\$2,574
7	\$910	\$1,090	\$1,330	\$1,730	\$2,140	\$2,461	\$2,782
8	\$940	\$1,120	\$1,370	\$1,780	\$2,200	\$2,530	\$2,860
9	\$1,000	\$1,200	\$1,460	\$1,900	\$2,350	\$2,703	\$3,055
10	\$1,080	\$1,290	\$1,590	\$2,060	\$2,550	\$2,933	\$3,315

**STRATEGIC OUTCOMES:**

- SAHA residents live in quality affordable housing.
- SAHA residents have a sufficient supply of affordable housing options.

**ATTACHMENTS:**

Resolution 6160  
Presentation

**San Antonio Housing Authority  
Resolution 6160**

**RESOLUTION 6160, APPROVING THE PAYMENT STANDARD SCHEDULE BETWEEN 90% AND 105% OF SMALL AREA FAIR MARKET RENTS (SAFMRS) FOR THE EMERGENCY HOUSING VOUCHER (EHV) PROGRAM**

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) annually establishes small area fair market rents (SAFMRS) for each area in the United States; and

**WHEREAS**, HUD requires SAHA to establish voucher payment standards for Emergency Housing Vouchers (EHVs); and

**WHEREAS**, SAHA staff request authorization to establish the EHV Payment Standard Schedule at the proposed amounts in order to ensure payment standards are compliant with federal regulations.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of San Antonio Housing Authority, hereby approves:

Resolution 6160, approving the Payment Standard Schedule between 90% and 105% of Small Area Fair Market Rents (SAFMRS) for the Emergency Housing Voucher (EHV) Program to be effective for all EHVs issued July 2021 and later.

**Table 1. Proposed EHV Payment Standard Schedule**

<b>Zip Code Group</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>	<b>6 BR</b>
1	\$550	\$660	\$800	\$1,040	\$1,290	\$1,484	\$1,677
2	\$620	\$750	\$910	\$1,180	\$1,460	\$1,679	\$1,898
3	\$660	\$790	\$970	\$1,260	\$1,560	\$1,794	\$2,028
4	\$710	\$850	\$1,040	\$1,350	\$1,670	\$1,921	\$2,171
5	\$810	\$970	\$1,180	\$1,530	\$1,900	\$2,185	\$2,470
6	\$840	\$1,010	\$1,230	\$1,600	\$1,980	\$2,277	\$2,574
7	\$910	\$1,090	\$1,330	\$1,730	\$2,140	\$2,461	\$2,782
8	\$940	\$1,120	\$1,370	\$1,780	\$2,200	\$2,530	\$2,860
9	\$1,000	\$1,200	\$1,460	\$1,900	\$2,350	\$2,703	\$3,055
10	\$1,080	\$1,290	\$1,590	\$2,060	\$2,550	\$2,933	\$3,315

**Passed and approved the 5th day of August 2021.**

**Attested and approved as to form:**

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

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



# **EMERGENCY HOUSING VOUCHER PAYMENT STANDARDS**

**August 5, 2021**

# BACKGROUND

Due to the emergency nature of the Emergency Housing Vouchers (EHV), HUD is permitting housing authorities to establish separate higher payment standards to **increase the potential pool of available units** for EHV families.

SAHA is establishing a payment standard **between 90% and 105% of SAFMRs**.

# PAYMENT STANDARD COMPARISON

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## CURRENT MTW SAFMR PAYMENT STANDARDS

Number of Bedrooms							
Zip Code Group	0 bdr	1	2	3	4	5	6
<b>1</b>	\$477	\$576	\$711	\$936	\$1,134	\$1,304	\$1,474
<b>6</b>	\$756	\$909	\$1,107	\$1,440	\$1,782	\$2,049	\$2,317
<b>10</b>	\$972	\$1,161	\$1,431	\$1,854	\$2,295	\$2,639	\$2,984

## PROPOSED EHV PAYMENT STANDARDS\*

Number of Bedrooms							
Zip Code Group	0	1	2	3	4	5	6
<b>1</b>	\$550	\$660	\$800	\$1,040	\$1,290	\$1,484	\$1,677
<b>6</b>	\$840	\$1,010	\$1,230	\$1,600	\$1,980	\$2,277	\$2,574
<b>10</b>	\$1,080	\$1,290	\$1,590	\$2,060	\$2,550	\$2,933	\$3,315

\*Up to 105% of Small Area Fair Market Rents

# FINANCIAL IMPACT AND IMPLEMENTATION

SAHA's Housing Assistance Payment (HAP) amount for the Emergency Housing Voucher (EHV) Program Payment Standard Schedule is estimated at **\$2,618,314.00**.

The recommended EHV Payment Standard Schedule will be effective beginning **July 2021**.

# QUESTIONS?

**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

**BOARD OF COMMISSIONERS  
Regular Board Meeting**

**RESOLUTION 6161, APPROVING THE INTERIM REEXAMINATION POLICY AND THE EMERGENCY HOUSING VOUCHER PROGRAM POLICY**

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

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

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6161, approving the Interim Reexamination Policy and the Emergency Housing Voucher Program Policy.

**FINANCIAL IMPACT:**

There is no estimated financial impact.

**SUMMARY:**

On April 10, 2020, the U.S. Department of Housing and Urban Development (HUD) released multiple waivers in response to the novel Coronavirus (COVID-19) pandemic to waive and establish alternatives for numerous statutory and regulatory requirements.

On March 11, 2021, President Biden signed the American Rescue Plan (ARP) Act of 2021 into law, which appropriates \$5 billion for new incremental Emergency Housing Vouchers (EHVs), the renewal of those EHVs, and fees for the cost of administering the EHVs and other eligible expenses. The San Antonio Housing Authority (SAHA) was awarded 284 EHVs in May 2021.

These waivers allow Public Housing Agencies (PHAs) to update their existing policies as necessary, per the alternative requirements, to ensure essential services continue while protecting the health and safety of staff, clients, and the public.

SAHA is proposing to implement a new interim reexamination policy contingent with COVID-19 restrictions, which has been added to the previously approved COVID-19 Appendix that can be removed from the ACOP and Admin Plan when no longer necessary. This policy will be included in the ACOP and Admin Plan.

**I. Proposed Revisions to ACOP and Admin Plan - COVID-19 Appendix:**

**A. Interim Reexaminations [PIH 2021-14 HCV-1, PH-4]**

1. If the family declares a decrease in income and tenant rent is to decrease, the decrease will be effective retroactively on the first of the month following the date of the actual decrease.

**II. Proposed Revisions to Admin Plan - EHV Policies:**

In order for SAHA to administer the 284 EHVs awarded, SAHA must implement policies contingent with rules set forth in Notice PIH 2021-15. A new chapter has been added to the

**SAN ANTONIO HOUSING AUTHORITY****August 5, 2021**

Admin Plan with general and agency-specific policies, the latter noted below. Note that any policies for EHV that are not specified in this new chapter will default to those used to administer the regular Housing Choice Voucher (HCV) Program.

- A. SAHA will implement the following eligible uses for service fees:
  1. Housing Search Assistance, Moving Expenses, Application Fee, Security Deposit Assistance, Owner Incentive Payment, Renter's Insurance.
- B. SAHA will identify the local Continuum of Care (CoC) agency partnering with SAHA:
  1. SAHA has entered into an MOU with South Alamo Regional Alliance for the Homeless (SARAH).
  2. Other Partnering Organizations:
    - a) American GI Forum (AGIF), BEAT AIDS, Catholic Charities San Antonio, Center for Health Care Services, City of San Antonio (COSA), Endeavors, Family Violence Prevention Shelter, Haven for Hope, Providence Place, Roy Maas Youth Alternatives, San Antonio AIDS Foundation, SA Hope Center, SAMMinistries, The Society of St. Vincent de Paul San Antonio, The Salvation Army, Thrive, The University of Texas at San Antonio (UTSA), Veterans Affairs (VA), Youth Center of Texas, and Family Violence Prevention Shelter.
- C. SARAH will establish and implement a system to identify EHV eligible individuals and families within the agency's caseload and make referrals to SAHA and certify that the EHV applicants they refer to SAHA meet at least one of the four EHV eligibility criteria. SAHA will maintain a copy of the referral or certification from SARAH in the participant's file along with other eligibility paperwork.
- D. SAHA and SARAH will identify staff positions to serve as lead EHV liaisons. These positions will be responsible for transmission and acceptance of referrals.
- E. SARAH will provide SAHA with a list of eligible referrals including the name, address, and contact phone number for each adult individual who is being referred; a completed release form for each adult family member; and a written certification for each referral indicating they are EHV-eligible.
- F. SAHA will deny an EHV in certain situations, including when the family fails to sign consent forms and when any household member has engaged in the last 12 months in threatening abusive or violent behavior toward SAHA personnel. All other reasons for denial match the regular HCV Program rules or are *more lenient* to allow a greater number of families to qualify.
- G. SAHA will state requirements for family income verification, which are generally *more lenient* than regular HCV Program rules, such as accepting printouts from webpages and self-certifications of income.
- H. SAHA will issue EHV with an initial term of 120 calendar days. The family must submit a Request for Tenancy Approval and proposed lease within the 120-day period unless SAHA grants an extension.

**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

I. SAHA will establish a payment standard between 90% and 120% of SAFMRs.

**STRATEGIC OUTCOMES:**

- SAHA residents live in quality affordable housing.
- SAHA residents have a sufficient supply of affordable housing options.

**ATTACHMENTS:**

Resolution 6161

Chapter 20: Emergency Housing Vouchers

Presentation

**San Antonio Housing Authority  
Resolution 6161**

**RESOLUTION 6161, APPROVING THE INTERIM REEXAMINATION POLICY AND THE EMERGENCY HOUSING VOUCHER PROGRAM POLICY**

**WHEREAS**, on April 10, 2020, the U.S. Department of Housing and Urban Development (HUD) released multiple waivers in response to the novel Coronavirus (COVID-19) pandemic to waive and establish alternatives for numerous statutory and regulatory requirements. Additionally, on March 11, 2021, President Biden signed the American Rescue Plan (ARP) Act of 2021 into law, which appropriates \$5 billion for new incremental Emergency Housing Vouchers (EHVs), the renewal of those EHVs, and fees for the cost of administering the EHVs and other eligible expenses. The San Antonio Housing Authority (SAHA) was awarded 284 EHVs in May 2021; and

**WHEREAS**, these waivers allow Public Housing Agencies (PHAs) to update their existing policies as necessary, per the alternative requirements, to ensure essential services continue while protecting the health and safety of staff, clients and the public; and

**WHEREAS**, SAHA staff request authorization to establish the attached policies, which enable SAHA to improve processes (that are burdensome for clientele and SAHA staff) during the COVID-19 pandemic and in the future, and to allow for administration of EHVs.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of San Antonio Housing Authority hereby approves:

Resolution 6161, approving the Interim Reexamination Policy and the Emergency Housing Voucher (EHV) Program Policy.

**Passed and approved the 5th day of August 2021.**

**Attested and approved as to form:**

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

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



# **HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN**

# **CHAPTER 20**

## **EMERGENCY HOUSING VOUCHERS**

## **CHAPTER 20: EMERGENCY HOUSING VOUCHERS**

On March 11, 2021, President Biden signed the American Rescue Plan Act of 2021 (ARP) (P.L. 117-2). Section 3202 of the ARP appropriated \$5 billion for the creation, administration, and renewal of new incremental emergency housing vouchers (EHVs) and other eligible expenses related to COVID-19.

On May 5, 2021, HUD issued Notice PIH 2021-15, which described HUD's process for allocating approximately 70,000 EHVs to eligible PHAs and set forth the operating requirements for PHAs who administer them. Based on criteria outlined in the notice, HUD notified eligible PHAs of the number of EHVs allocated to their agency, and PHAs were able to accept or decline the invitation to participate in the program.

PHAs may not project-base EHVs; EHVs are exclusively tenant-based assistance.

All applicable nondiscrimination and equal opportunity requirements apply to the EHV program, including requirements that the PHA grant reasonable accommodations to persons with disabilities, effectively communicate with persons with disabilities, and ensure meaningful access for persons with limited English proficiency (LEP).

This chapter describes HUD regulations and PHA policies for administering EHVs. The policies outlined in this chapter are organized into six sections, as follows:

### **PART 1: Funding**

### **PART 2: Partnering Agencies**

### **PART 3: Waiting List Management**

### **PART 4: Family Eligibility**

### **PART 5: Housing Search and Leasing**

### **PART 6: Use of Funds, Reporting, and Financial Records**

Except as addressed by this chapter and as required under federal statute and HUD requirements, the general requirements of the HCV program apply to EHVs.

## 20.1 FUNDING

### 20.1.A FUNDING OVERVIEW

- (1) The American Rescue Plan Act of 2021 (ARP) provides administrative fees and funding for the costs of administering emergency housing vouchers (EHVs) and other eligible expenses defined in Notice PIH 2021-15. These fees may only be used for EHV administration and other eligible expenses and must not be used for or applied to other PHA programs or vouchers. The PHA must maintain separate financial records from its regular HCV funding for all EHV funding.
- (2) **Housing Assistance Payments (HAP) Funding**
  - (a) ARP funding obligated to the PHA as housing assistance payments (HAP) funding may only be used for eligible EHV HAP expenses (i.e., rental assistance payments). EHV HAP funding may not be used for EHV administrative expenses or for the eligible uses under the EHV services fee.
  - (b) The initial funding term will expire December 31, 2022. HUD will provide renewal funding to the PHA for the EHVs on a calendar year (CY) basis commencing with CY 2023. The renewal funding allocation will be based on the PHA's actual EHV HAP costs in leasing, similar to the renewal process for the regular HCV program. EHV renewal funding is not part of the annual HCV renewal funding formula; EHVs are renewed separately from the regular HCV program. All renewal funding for the duration of the EHV program has been appropriated as part of the ARP funding.
- (3) **Administrative Fee and Funding**
  - (a) The following four types of fees and funding are allocated as part of the EHV program:
    - (i) **Preliminary Fees**  
Support immediate start-up costs that the PHA will incur in implementing alternative requirements under EHV, such as outreach and coordination with partnering agencies:
      - (A) \$400 per EHV allocated to the PHA, once the consolidated annual contributions contract (CACC) is amended.
      - (B) This fee may be used for any eligible administrative expenses related to EHVs.
      - (C) The fee may also be used to pay for any eligible activities under EHV service fees (TPSI.B).
    - (ii) **Placement Fees/Expedited Issuance Reporting Fees**  
Support initial lease-up costs and the added cost and effort required to expedite leasing of EHVs:

- (A) \$100 for each EHV initially leased, if the PHA reports the voucher issuance date in the Public Housing Information Center–Next Generation (PIC–NG) system within 14 days of voucher issuance or the date the system becomes available for reporting.
- (B) Placement fees:
  - (1) \$500 for each EHV family placed under a HAP contract effective within four months of the effective date of the ACC funding increment; or
  - (2) \$250 for each EHV family placed under a HAP contract effective after four months but less than six months after the effective date of the ACC funding increment.
  - (3) HUD will determine placement fees in the event of multiple EHV allocations and funding increment effective dates.
- (C) Placement/expedited issuance fees only apply to the initial leasing of the voucher; they are not paid for family moves or to turnover vouchers.

**(iii) Ongoing Administrative Fees**

Calculated in the same way as the standard HCV program:

- (A) PHAs are allocated administrative fees using the full column A administrative fee amount for each EHV under contract as of the first day of each month.
- (B) Ongoing EHV administrative fees may be subject to proration in future years, based on available EHV funding.

**(iv) Services Fees**

A one-time fee to support PHAs' efforts to implement and operate an effective EHV services program in its jurisdiction (TPS-I.B):

- (A) The fee is allocated once the PHA's CACC is amended to reflect EHV funding.
- (B) The amount allocated is \$3,500 for each EHV allocated.

## 20.1.B SERVICE FEES

- (1) Services fee funding must be initially used for defined eligible uses and not for other administrative expenses of operating the EHV program. Service fees fall into four categories:
  - (a) Housing search assistance
  - (b) Security deposit/utility deposit/rental application/holding fee uses
  - (c) Owner-related uses
  - (d) Other eligible uses such as moving expenses or tenant-readiness services
- (2) The PHA must establish the eligible uses and the parameters and requirements for service fees in the PHA's administrative plan.

(a) The eligible uses for service fees include:

- (i) Housing Search Assistance
- (ii) Moving Expenses
- (iii) Application Fee
- (iv) Security Deposit Assistance
- (v) Owner Incentive Payment
- (vi) Renter's Insurance

- (3) Any services fee assistance that is returned to the PHA after its initial or subsequent use may only be applied to the eligible services fee uses defined in Notice PIH 2021-15 (or subsequent notice) or other EHV administrative costs. Any amounts not expended for these eligible uses when the PHA's EHV program ends must be remitted to HUD.

## 20.2 PARTNERING AGENCIES

### 20.2.A CONTINUUM OF CARE (CoC)

- (1) PHAs that accept an allocation of EHV's are required to enter into a Memorandum of Understanding (MOU) with the Continuum of Care (CoC) to establish a partnership for the administration of EHV's.

(a) SAHA has entered into an MOU with South Alamo Regional Alliance for the Homeless (SARAH).

### 20.2.B OTHER PARTNERING ORGANIZATIONS

- (1) The PHA may, but is not required to, partner with other organizations trusted by persons experiencing homelessness, such as victim services providers (VSPs) and other community partners. If the PHA chooses to partner with such agencies, the PHA must either enter into an MOU with the partnering agency or the partnering agency may be added to the MOU between the PHA and CoC.

(a) SAHA has added the following partners to the MOU between SAHA and SARAH:

- (i) American GI Forum (AGIF)
- (ii) BEAT AIDS
- (iii) Catholic Charities San Antonio
- (iv) Center for Health Care Services
- (v) City of San Antonio (COSA)
- (vi) Endeavors
- (vii) Family Violence Prevention Shelter
- (viii) Haven for Hope
- (ix) Providence Place
- (x) Roy Maas Youth Alternatives
- (xi) San Antonio AIDS Foundation
- (xii) SA Hope Center
- (xiii) SAMMinistries
- (xiv) The Society of St. Vincent de Paul San Antonio
- (xv) The Salvation Army
- (xvi) Thrive

- (xvii) The University of Texas at San Antonio (UTSA)
- (xviii) Veterans Affairs (VA)
- (xix) Youth Center of Texas
- (xx) Family Violence Prevention Shelter

## 20.2.C REFERRALS

### (1) CoC and Partnering Agency Referrals

- (a) The primary responsibility of the CoC under the MOU with the PHA is to make direct referrals of qualifying individuals and families to the PHA. The PHA must generally refer a family that is seeking EHV assistance directly from the PHA to the CoC or other referring agency for initial intake, assessment, and possible referral for EHV assistance. Partner CoCs are responsible for determining whether the family qualifies under one of the four eligibility categories for EHV. The CoC or other direct referral partner must provide supporting documentation to the PHA of the referring agency's verification that the family meets one of the four eligible categories for EHV assistance.

- (i) SARAH must establish and implement a system to identify EHV eligible individuals and families within the agency's caseload and make referrals to SAHA. SARAH must certify that the EHV applicants they refer to SAHA meet at least one of the four EHV eligibility criteria. SAHA will maintain a copy of the referral or certification from SARAH in the participant's file along with other eligibility paperwork.
- (ii) As part of the MOU, SAHA and SARAH will identify staff positions to serve as lead EHV liaisons. These positions will be responsible for transmission and acceptance of referrals. SARAH must commit sufficient staff and resources to ensure eligible individuals and families are identified and determined eligible in a timely manner.
- (iii) The SAHA liaison responsible for acceptance of referrals will contact the SARAH liaison via email indicating the number of vouchers available and requesting an appropriate number of referrals. SARAH will provide SAHA with a list of eligible referrals including the name, address, and contact phone number for each adult individual who is being referred; a completed release form for each adult family member; and a written certification for each referral indicating they are EHV-eligible.

**(2) Offers of Assistance with CoC Referral**

- (a) The PHA may make an EHV available without a referral from the CoC or other partnering organization in order to facilitate an emergency transfer under VAWA in accordance with Exhibit 16-2: SAHA Emergency Transfer Plan.
- (b) The PHA must also take direct referrals from outside the CoC if:
  - (i) The CoC does not have a sufficient number of eligible families to refer to the PHA; or
  - (ii) The CoC does not identify families that may be eligible for EHV assistance because they are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking.
- (c) If at any time the PHA is not receiving enough referrals or is not receiving referrals in a timely manner from the CoC or other partner referral agencies (or the PHA and CoC cannot identify any such alternative referral partner agencies), HUD may permit the PHA on a temporary or permanent basis to take EHV applications directly from applicants and admit eligible families to the EHV program in lieu of or in addition to direct referrals in those circumstances.

## 20.3 WAITING LIST MANAGEMENT

### 20.3.A HCV WAITING LIST

- (1) The regulation that requires the PHA to admit applicants as waiting list admissions or special admissions in accordance with admission policies in Chapter 4 does not apply to PHAs operating the EHV program. Direct referrals are not added to the PHA's HCV waiting list.
- (2) The PHA must inform families on the HCV waiting list of the availability of EHV's by, at a minimum, either by posting the information to their website or providing public notice in their respective communities in accordance with the requirements listed in Notice PIH 2021-15.

- (a) SAHA will post information about the EHV program for families on the HCV waiting list on SAHA's website. The notice will:
  - (i) Describe the eligible populations to which EHV's are limited.
  - (ii) Clearly state that the availability of these EHV's is managed through a direct referral process.
  - (iii) Advise the family to contact the CoC (or any other PHA referral partner, if applicable) if the family believes they may be eligible for EHV assistance.
- (b) SAHA will ensure effective communication with persons with disabilities, including those with vision, hearing, and other communication-related disabilities in accordance with Chapter 2. SAHA will also take reasonable steps to ensure meaningful access for persons with limited English proficiency (LEP) in accordance with Chapter 2.

### 20.3.B EHV WAITING LIST

- (1) The HCV regulations requiring the PHA to operate a single waiting list for admission to the HCV program do not apply to PHAs operating the EHV program. Instead, when the number of applicants referred by the CoC or partnering agency exceeds the EHV's available, the PHA must maintain a separate waiting list for EHV referrals, both at initial leasing and for any turnover vouchers that may be issued prior to September 30, 2023.
- (2) Further, the EHV waiting list is not subject to PHA policies in Chapter 4 regarding opening and closing the HCV waiting list. The PHA will work directly with its CoC and other referral agency partners to manage the number of referrals and the size of the EHV waiting list.

### 20.3.C PREFERENCES

#### (1) HCV Waiting List Preferences

- (a) If local preferences are established by the PHA for HCV, they do not apply to EHV. However, if the PHA has a homeless preference or a VAWA preference for the HCV waiting list, the PHA must adopt additional policies related to EHV in accordance with Notice PIH 2021-15.

(i) SAHA does not offer either a homeless or VAWA preference for the HCV waiting list.

#### (2) EHV Waiting List Preferences

- (a) With the exception of a residency preference, the PHA may choose, in coordination with the CoC and other referral partners, to establish separate local preferences for EHV. The PHA may, however, choose to not establish any local preferences for the EHV waiting list.

(i) No local preferences have been established for the EHV waiting list.

## 20.4 FAMILY ELIGIBILITY

### 20.4.A OVERVIEW

- (1) The CoC or referring agency determines whether the individual or family meets any one of the four eligibility criteria described in Notice PIH 2021-15 and then refers the family to the PHA. The PHA determines that the family meets other eligibility criteria for the HCV program, as modified for the EHV program and outlined below.

### 20.4.B REFERRING AGENCY DETERMINATION OF ELIGIBILITY

- (1) In order to be eligible for an EHV, an individual or family must meet one of four eligibility criteria:
  - (a) Homeless as defined in 24 CFR 578.3;
  - (b) At risk of homelessness as defined in 24 CFR 578.3;
  - (c) Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking (as defined in Notice PIH 2021-15), or human trafficking (as defined in the 22 U.S.C. Section 7102); or
  - (d) Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability as determined by the CoC or its designee in accordance with the definition in Notice PIH 2021-15.
- (2) As applicable, the CoC or referring agency must provide documentation to the PHA of the referring agency's verification that the family meets one of the four eligible categories for EHV assistance. The PHA must retain this documentation as part of the family's file.

### 20.4.C PHA SCREENING

#### (1) Overview

- (a) HUD waived 24 CFR 982.552 and 982.553 in part for the EHV applicants and established alternative requirement for mandatory and permissive prohibitions of admissions. Except where applicable, PHA policies regarding denials in Chapter 3 of this policy do not apply to screening individuals and families for eligibility for an EHV. Instead, the EHV alternative requirement listed in this section will apply to all EHV applicants.
- (b) The mandatory and permissive prohibitions listed in Notice PIH 2021-15 and in this chapter, however, apply only when screening the individual or family for eligibility for an EHV. When adding a family member after the family has been placed under a HAP contract with EHV assistance, the regulations at 24 CFR 982.551(h)(2) apply. Other than the birth, adoption, or court-awarded custody of a child, the PHA

must approve additional family members and may apply its regular HCV screening criteria in Chapter 3 in doing so.

**(2) Mandatory Denials**

- (a) Under alternative requirements for the EHV program, mandatory denials for EHV applicants include:
  - (i) 24 CFR 982.553(a)(1)(ii)(C), which prohibits admission if any household member has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing.
  - (ii) 24 CFR 982.553(a)(2)(i), which prohibits admission to the program if any member of the household is subject to a lifetime registration requirement under a state sex offender registration program.
- (b) The PHA must deny admission to the program if any member of the family fails to sign and submit consent forms for obtaining information as required by 24 CFR 982.552(b)(3) but should notify the family of the limited EHV grounds for denial of admission first.

(i) While SAHA will deny admission to the program if any adult member (or head of household or spouse, regardless of age) fails to sign and submit consent forms, SAHA will first notify the family of the limited EHV grounds for denial of admission as part of the notice of denial that will be mailed to the family.

**(3) Permissive Denials**

- (a) Notice PIH 2021-15 lists permissive prohibitions for which the PHA may, but is not required to, deny admission to EHV families. The notice also lists prohibitions that, while allowable under the HCV program, may not be used to deny assistance for EHV families.
- (b) If the PHA intends to establish permissive prohibition policies for EHV applicants, the PHA must first consult with its CoC partner to understand the impact that the proposed prohibitions may have on referrals and must take the CoC's recommendations into consideration.

(i) In consultation with SARAH, SAHA will apply permissive prohibition to the screening of EHV applicants. Determinations using permissive prohibitions will be made based on an individualized assessment of relevant mitigating information in accordance with policies in Section 3-III.E.

(ii) SAHA will establish the following permissive prohibitions:

- (A) If the PHA determines that any household member is currently engaged in, or has engaged in within the previous 12 months:
  - (1) Violent criminal activity
  - (2) Other criminal activity that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity
- (B) If any member of the family has committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program within the previous 12 months.
- (C) If the family engaged in or threatened abusive or violent behavior toward SAHA personnel within the previous 12 months.
- (iii) The PHA will also deny assistance to household members already receiving assistance from another program in accordance with Section 9.h. of Notice PIH 2021-15.
- (iv) Prohibitions based on criminal activity for the eligible EHV populations regarding drug possession will be considered apart from criminal activity against persons (i.e., violent criminal activity).
- (v) In compliance with PIH 2021-15, SAHA will not deny an EHV applicant admission regardless of whether:
  - (A) Any member of the family has been evicted from federally assisted housing in the last five years;
  - (B) A PHA has ever terminated assistance under the program for any member of the family;
  - (C) The family currently owes rent or other amounts to SAHA or to another PHA in connection with Section 8 or public housing assistance under the 1937 Act;
  - (D) The family has not reimbursed any PHA for amounts paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease;
  - (E) The family breached an agreement with the PHA to pay amounts owed to a PHA, or amounts paid to an owner by a PHA;
  - (F) The family would otherwise be prohibited admission under alcohol abuse standards established by SAHA in accordance with 24 CFR 982.553(a)(3);

- (G) SAHA determines that any household member is currently engaged in or has engaged in, during a reasonable time before the admission, drug-related criminal activity.

#### 20.4.D INCOME VERIFICATION AT ADMISSION

##### (1) Self-Certification at Admission

- (a) The requirement to obtain third-party verification of income in accordance with Notice PIH 2018-18 does not apply to the EHV program applicants at admission, and alternatively, PHAs may consider self-certification the highest form of income verification at admission. As such, PHA policies related to the verification of income in Section 7-I.B. do not apply to EHV families at admission. Instead, applicants must submit an affidavit attesting to their reported income, assets, expenses, and other factors that would affect an income eligibility determination.
- (b) Additionally, applicants may provide third-party documentation that represents the applicant's income within the 60-day period prior to admission or voucher issuance but is not dated within 60 days of the PHA's request.

- (i) Any documents used for verification must be the original (not photocopies) and dated within the 60-day period prior to admission. The documents must not be damaged, altered, or in any way illegible.
- (ii) Printouts from webpages are considered original documents.
- (iii) Any family self-certifications must be made in a format acceptable to SAHA and must be signed by the family member whose information or status is being verified. The certification must be signed in the presence of a notary public (e.g., an affidavit).
- (iv) SAHA will incorporate additional procedures to remind families of the obligation to provide true and complete information in accordance with Chapter 14.
- (v) SAHA will address any material discrepancies (i.e., unreported income or a substantial difference in reported income) that may arise later.
- (vi) SAHA may, but is not required to, offer the family a repayment agreement in accordance with Chapter 16. If the family fails to repay the excess subsidy, SAHA will terminate the family's assistance in accordance with the policies in Chapter 12.

**(2) Recently Conducted Income Determinations**

(a) PHAs may accept income calculations and verifications from third-party providers or from an examination that the PHA conducted on behalf of the family for another subsidized housing program in lieu of conducting an initial examination of income as long as:

- (i) The income was calculated in accordance with rules outlined at 24 CFR Part 5 and within the last six months; and
- (ii) The family certifies there has been no change in income or family composition in the interim.

(A) SAHA will accept income calculations and verifications from third-party providers provided they meet the criteria outlined above.

(B) The family certification must be made in a format acceptable to SAHA and must be signed by all adult family members whose information or status is being verified.

(b) At the time of the family's annual reexamination, the PHA must conduct the annual reexamination of income as outlined at 24 CFR 982.516 and PHA policies in Chapter 11.

**(3) EIV Income Validation**

(a) Once HUD makes the EIV data available to PHAs under this waiver and alternative requirement, the PHA must:

- (i) Review the EIV Income and Income Validation Tool (IVT) reports to confirm and validate family-reported income within 90 days of the PIC submission date;
- (ii) Print and maintain copies of the EIV Income and IVT Reports in the tenant file; and
- (iii) Resolve any income discrepancy with the family within 60 days of the EIV Income or IVT Report dates.

(b) Prior to admission, PHAs must continue to use HUD's EIV system to search for all household members using the Existing Tenant Search in accordance with PHA policies in Chapter 3.

(c) If a PHA later determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program in accordance with Chapter 12.

**20.4.E SOCIAL SECURITY NUMBER AND CITIZENSHIP STATUS VERIFICATION**

(1) For the EHV program, the PHA is not required to obtain and verify SSN documentation and documentation evidencing eligible noncitizen status

before admitting the family to the EHV program. Instead, PHAs may adopt policies to admit EHV applicants who are unable to provide the required SSN or citizenship documentation during the initial eligibility determination. As an alternative requirement, such individuals must provide the required documentation within 180 days of admission to be eligible for continued assistance, pending verification, unless the PHA provides an extension based on evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation.

- (2) If a PHA determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program.

- (a) SAHA will admit EHV applicants who are unable to provide the required SSN or citizenship documentation during the initial eligibility determination. These individuals must provide the required documentation in accordance with policies in Chapter 7 within 180 days of admission. SAHA may provide an additional 60-day extension based on evidence from the family or confirmation from SARAH that the family has made a good-faith effort to obtain the documentation.
- (b) If SAHA determines that an ineligible family received assistance, SAHA will take steps to terminate that family from the program in accordance with policies in Chapter 12.

#### **20.4.F AGE AND DISABILITY VERIFICATION**

- (1) PHAs may accept self-certification of date of birth and disability status if a higher level of verification is not immediately available. If self-certification is used, the PHA must obtain a higher level of verification within 90 days of admission or verify the information in EIV.
- (2) If a PHA determines that an ineligible family received assistance, the PHA must take steps to terminate that family from the program.

- (a) SAHA will accept self-certification of date of birth and disability status if a higher form of verification is not immediately available. The certification must be made in a format acceptable to SAHA and must be signed by the family member whose information or status is being verified.
- (b) If self-certification is accepted, within 90 days of admission, SAHA will verify the information in EIV or, if the information is not available in EIV, through other third-party verification. SAHA will note in the family's file that self-certification was used as initial verification and include an EIV printout or other third-party verification confirming the applicant's date of birth and/or disability status.

(c) If SAHA determines that an ineligible family received assistance, SAHA will take steps to terminate that family from the program in accordance with policies in Chapter 12.

#### **20.4.G INCOME TARGETING**

(1) The PHA must determine income eligibility for EHV families in accordance with 24 CFR 982.201 and PHA policy in Chapter 3; however, income targeting requirements do not apply for EHV families. The PHA may still choose to include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.

(a) SAHA will include the admission of extremely low-income EHV families in its income targeting numbers for the fiscal year in which these families are admitted.

## 20.5 HOUSING SEARCH AND LEASING

### 20.5.A INITIAL VOUCHER TERM

- (1) Unlike the standard HCV program, which requires an initial voucher term of at least 60 days, EHV vouchers must have an initial search term of at least 120 days. PHA policies on extensions as outlined in Section 5-II.E. will apply.

- (a) All EHV's will have an initial term of 120 calendar days.
- (b) The family must submit a Request for Tenancy Approval and proposed lease within the 120-day period unless SAHA grants an extension.

### 20.5.B HOUSING SEARCH ASSISTANCE

- (1) The PHA must ensure housing search assistance is made available to EHV families during their initial housing search. The housing search assistance may be provided directly by the PHA or through the CoC or another partnering agency or entity.
- (2) At a minimum, housing search assistance must:
  - (a) Help individual families identify potentially available units during their housing search, including physically accessible units with features for family members with disabilities, as well as units in low-poverty neighborhoods;
  - (b) Provide transportation assistance and directions to potential units;
  - (c) Conduct owner outreach;
  - (d) Assist with the completion of rental applications and PHA forms; and
  - (e) Help expedite the EHV leasing process for the family.

- (i) As identified in the MOU between SAHA and SARAH, the following housing search assistance will be provided to each EHV family:
  - (A) SAHA will:
    - (1) Conduct owner outreach in accordance with policies in Chapter 13.
    - (2) Provide directions to potential units as part of the EHV briefing packet.
    - (3) Expedite the EHV leasing process for the family to the extent practicable and in accordance with policies in this chapter.

(4) At least every 30 days, conduct proactive check-ins via email and telephone with families who are searching with an EHV and remind them of their voucher expiration date.

(5) Assign a dedicated landlord liaison for EHV voucher families.

(B) SARAH will:

(1) Help families identify potentially available units during their housing search, including physically accessible units with features for family members with disabilities, as well as units in low-poverty neighborhoods.

(2) Provide transportation assistance to potential units.

(3) Assist the family with the completion of rental applications and PHA forms.

### 20.5.C HQS PRE-INSPECTIONS

(1) To expedite the leasing process, PHAs may pre-inspect available units that EHV families may be interested in leasing in order to maintain a pool of eligible units.

(a) To expedite the leasing process, SAHA may pre-inspect available units that EHV families may be interested in leasing to maintain a pool of eligible units. If an EHV family selects a unit that passed a HQS pre-inspection (without intervening occupancy) within 45 days of the date of the Request for Tenancy Approval, the unit may be approved provided that it meets all other conditions under 24 CFR 982.305.

(b) The family will be free to select their unit.

(c) When a pre-inspected unit is not selected, SAHA will make every effort to fast-track the inspection process, including adjusting the normal inspection schedule for any required reinspections.

### 20.5.D INITIAL LEASE TERM

(1) Unlike in the standard the HCV program, EHV voucher holders may enter into an initial lease that is for less than 12 months, regardless of the PHA policy in Section 9-I.E., Term of Assisted Tenancy.

## 20.5.E PORTABILITY

(1) The normal HCV portability procedures and requirements outlined in Chapter 10 generally apply to EHV. Exceptions are addressed below.

### (2) **Nonresident Applicants**

(a) Under EHV, applicant families may move under portability even if the family did not have legal residency in the jurisdiction of the initial PHA when they applied, regardless of PHA policy in Section 10-II.B.

### (3) **Billing and Absorption**

(a) A receiving PHA cannot refuse to assist an incoming EHV family, regardless of whether the PHA administers EHV under its own ACC.

(i) If the EHV family moves under portability to another PHA that administers EHV under its own ACC:

(A) The receiving PHA may only absorb the incoming EHV family with an EHV (assuming it has an EHV voucher available to do so).

(B) If the PHA does not have an EHV available to absorb the family, it must bill the initial PHA. The receiving PHA must allow the family to lease the unit with EHV assistance and may not absorb the family with a regular HCV when the family leases the unit.

(C) Regardless of whether the receiving PHA absorbs or bills the initial PHA for the family's EHV assistance, the EHV administration of the voucher is in accordance with the receiving PHA's EHV policies.

(ii) If the EHV family moves under portability to another PHA that does not administer EHV under its own ACC, the receiving PHA may absorb the family into its regular HCV program or may bill the initial PHA.

### (4) **Family Briefing**

(a) In addition to the applicable family briefing requirements at 24 CFR 982.301(a)(2) as to how portability works and how portability may affect the family's assistance, the initial PHA must inform the family how portability may impact the special EHV services and assistance that may be available to the family.

(b) The initial PHA is required to help facilitate the family's portability move to the receiving PHA and inform the family of this requirement in writing, taking reasonable steps to ensure meaningful access for persons with limited English proficiency (LEP).

(i) In addition to following agency policy on briefings in Chapter 5, as part of the briefing packet for EHV families, SAHA will include

a written notice that SAHA will assist the family with moves under portability.

- (ii) For limited English proficient (LEP) applicants, SAHA will provide interpretation services in accordance with the PHA's LEP plan (See Chapter 2).

**(5) Coordination of Services**

- (a) If the portability move is in connection with the EHV family's initial lease-up, the receiving PHA and the initial PHA must consult and coordinate the EHV services and assistance that will be made available to the family.

- (i) For EHV families who are exercising portability, when the PHA contacts the receiving PHA in accordance with Section 10-II.B. Preapproval Contact with Receiving PHA, the PHA will consult and coordinate with the receiving PHA to ensure there is no duplication of EHV services and assistance, and ensure the receiving PHA is aware of the maximum amount of services fee funding that the initial PHA may provide to the receiving PHA on behalf of the family.

**(6) Services Fee**

- (a) Standard portability billing arrangements apply for HAP and ongoing administrative fees for EHV families.
- (b) For service fees funding, the amount of the service fee provided by the initial PHA may not exceed the lesser of the actual cost of the services and assistance provided to the family by the receiving PHA or \$1,750, unless the initial PHA and receiving PHA mutually agree to change the \$1,750 cap. Service fees are paid as follows:
  - (i) If the receiving PHA, in consultation and coordination with the initial PHA, will provide eligible services or assistance to the incoming EHV family, the receiving PHA may be compensated for those costs by the initial PHA, regardless of whether the receiving PHA bills or absorbs.
  - (ii) If the receiving PHA administers EHV's, the receiving PHA may use its own services fee and may be reimbursed by the initial PHA, or the initial PHA may provide the services funding upfront to the receiving PHA for those fees and assistance.
  - (iii) If the receiving PHA does not administer EHV's, the initial PHA must provide the services funding upfront to the receiving PHA. Any amounts provided to the receiving PHA that are not used for services or assistance on behalf of the EHV family must promptly be returned by the receiving PHA to the initial PHA.

**(7) Placement Fee/Issuance Reporting Fee**

- (a) If the portability lease-up qualifies for the placement fee/issuance reporting fee, the receiving PHA receives the full amount of the placement component of the placement fee/issuance reporting fee. The receiving PHA is eligible for the placement fee regardless of whether the receiving PHA bills the initial PHA or absorbs the family into its own program at initial lease-up. The initial PHA qualifies for the issuance reporting component of the placement fee/issuance reporting fee, as applicable.

**20.5.F PAYMENT STANDARDS**

**(1) Payment Standard Schedule**

- (a) For the EHV program, HUD has waived the regulation requiring a single payment standard for each unit size. Instead, the PHA may, but is not required to, establish separate higher payment standards for EHV's. Lower EHV payment standards are not permitted. If the PHA is increasing the regular HCV payment standard, the PHA must also increase the EHV payment standard if it would be otherwise lower than the new regular HCV payment standard. The separate EHV payment standard must comply with all other HCV requirements with the exception of the alternative requirements discussed below.
- (b) Further, if the PHA chooses to establish higher payments standards for EHV's, HUD has provided other regulatory waivers:
  - (i) Defining the "basic range" for payment standards as between 90 and 120 percent of the published Fair Market Rent (FMR) for the unit size (rather than 90 to 110 percent).
  - (ii) Allowing a PHA that is not in a designated Small Area FMR (SAFMR) area or has not opted to voluntarily implement SAFMRs to establish exception payment standards for a ZIP code area above the basic range for the metropolitan FMR based on the HUD published SAFMRs. The PHA may establish an exception payment standard up to 120 percent (as opposed to 110 percent) of the HUD published Small Area FMR for that ZIP code area. The exception payment standard must apply to the entire ZIP code area.
    - (A) The PHA must notify HUD if it establishes an EHV exception payment standard based on the SAFMR.

(1) SAHA will establish a payment standard between 90% and 120% of SAFMRs.

**(2) Rent Reasonableness**

- (a) All rent reasonableness requirements apply to EHV units, regardless of whether the PHA has established an alternative or exception EHV payment standard.

**(3) Increases in Payment Standards**

- (a) The requirement that the PHA apply increased payment standards at the family's first regular recertification on or after the effective date of the increase does not apply to EHV. The PHA may, but is not required to, establish an alternative policy on when to apply the increased payment standard, provided the increased payment standard is used to calculate the HAP no later than the effective date of the family's first regular reexamination following the change.

- (i) SAHA will not establish an alternative policy for increases in the payment standard. SAHA's policy in Section 11.3.B governing increases in payment standards will apply to EHV.

**20.5.G TERMINATION OF VOUCHERS**

- (1) After September 30, 2023, a PHA may not reissue EHV's when assistance for an EHV-assisted family ends. This means that when an EHV participant (a family that is receiving rental assistance under a HAP contract) leaves the program for any reason, the PHA may not reissue that EHV to another family unless it does so no later than September 30, 2023.
- (2) If an applicant family that was issued the EHV is unsuccessful in finding a unit and the EHV expires after September 30, 2023, the EHV may not be reissued to another family.
- (3) All EHV's under lease on or after October 1, 2023, may not under any circumstances be reissued to another family when the participant leaves the program for any reason.
- (4) An EHV that has never been issued to a family may be initially issued and leased after September 30, 2023, since this prohibition only applies to EHV's that are being reissued upon turnover after assistance to a family has ended. However, HUD may direct PHAs administering EHV's to cease leasing any unleased EHV's if such action is determined necessary by HUD to ensure there will be sufficient funding available to continue to cover the HAP needs of currently assisted EHV families.

## 20.6 USE OF FUNDS, REPORTING, AND FINANCIAL RECORDS

EHV funds allocated to the PHA for HAP (both funding for the initial allocation and HAP renewal funding) may only be used for eligible EHV HAP purposes. EHV HAP funding obligated to the PHA may not be used for EHV administrative expenses or the other EHV eligible expenses under this notice. Likewise, EHV administrative fees and funding obligated to the PHA are to be used for those purposes and must not be used for HAP.

The appropriated funds for EHV are separate from the regular HCV program and may not be used for the regular HCV program but may only be expended for EHV eligible purposes. EHV HAP funds may not roll into the regular HCV restricted net position (RNP) and must be tracked and accounted for separately as EHV RNP. EHV administrative fees and funding for other eligible expenses permitted by Notice PIH 2021-15 may only be used in support of the EHV and cannot be used for regular HCVs. EHV funding may not be used for the repayment of debts or any amounts owed to HUD by HUD program participants including, but not limited to, those resulting from Office of Inspector General (OIG), Quality Assurance Division (QAD), or other monitoring review findings.

The PHA must comply with EHV reporting requirements in the Voucher Management System (VMS) and Financial Data Schedule (FDS) as outlined in Notice PIH 2021-15.

The PHA must maintain complete and accurate accounts and other records for the program and provide HUD and the Comptroller General of the United States full and free access to all accounts and records that are pertinent the administration of the EHV in accordance with the HCV program requirements at 24 CFR 982.158.



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# **INTERIM REEXAMINATION AND EMERGENCY HOUSING VOUCHER POLICY**

August 5, 2021

# INTERIM REEXAMINATION POLICY

# INTERIM REEXAMINATION BACKGROUND

- On April 10, 2020, HUD released multiple waivers in response to the COVID-19 pandemic to waive and establish alternatives for numerous statutory and regulatory requirements.
- **Proposed Action:** SAHA is proposing to implement a new interim reexamination policy, which has been added to the previously approved COVID-19 Appendix.
- The policy would allow SAHA to provide additional rent relief to impacted families.

# POLICY PROPOSAL

- **Interim Reexaminations [PIH 2021-14 HCV-1, PH-4]**
  - If the family declares a decrease in income and tenant rent is to decrease, the decrease will be effective retroactively on the first of the month following the date of the actual decrease.

# EMERGENCY HOUSING VOUCHER POLICY

# EMERGENCY HOUSING VOUCHER BACKGROUND

6

- **Emergency Housing Vouchers (EHVs)** are special purpose vouchers to assist individuals and families who are:
  - Experiencing homelessness;
  - At risk of homelessness;
  - Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking; or
  - Were recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

# EMERGENCY HOUSING VOUCHER BACKGROUND

7

- SAHA has been allocated **284 EHV**s to administer in partnership with the local Continuum of Care (CoC) agency, SARAH.
- SAHA / Partners **must** provide **housing search assistance** to each EHV client.
- SAHA may provide additional services such as security deposit assistance, application fees, moving expenses, etc.

# POLICY PROPOSAL

- A new chapter has been added to the Admin Plan with general and agency-specific policies, as described in the following slides.
- Note that any policies for EHV's that are not specified in this new chapter will default to those used to administer the regular Housing Choice Voucher (HCV) Program.

# POLICY PROPOSAL - SERVICE FEES

- SAHA will implement the following services for EHV families:
  - Housing Search Assistance,
  - Moving Expenses,
  - Application Fee,
  - Security Deposit Assistance,
  - Owner Incentive Payment, and
  - Renter's Insurance.

# POLICY PROPOSAL - PARTNERING AGENCIES

- SAHA has entered into an MOU with South Alamo Regional Alliance for the Homeless (SARAH).
- SARAH and partnering agencies will identify eligible EHV families, certify they meet one of the four eligibility criteria, and refer those families to SAHA.

# POLICY PROPOSAL - EHV ADMINISTRATION

- SAHA has adopted reasons for denial of admission that either match the regular HCV program rules or are more lenient to allow a great number of families to qualify.
- SAHA will issue EHV's with an initial term of 120 calendar days.
- SAHA is establishing a payment standard between 90% and 120% of SAFMRs.

# QUESTIONS?

**SAN ANTONIO HOUSING AUTHORITY**

August 5, 2021

**BOARD OF COMMISSIONERS  
Regular Board Meeting****RESOLUTION 6163, AUTHORIZING A CAPITAL CONTRIBUTION OF \$1,000,000.00 IN MOVING TO WORK (MTW) FUNDS FOR THE BRISTOL AT SOMERSET PROJECT; AND OTHER MATTERS IN CONNECTION THEREWITH**

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

DocuSigned by:  
  
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**Timothy E. Alcott**  
 Chief Legal and Real Estate Officer

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6163, authorizing a capital contribution of \$1,000,000.00 in Moving to Work (MTW) funds for the Bristol at Somerset project; and other matters in connection therewith.

**FINANCIAL IMPACT:**

The San Antonio Housing Authority (SAHA) will put \$1,000,000.00 in the project as a construction loan. SAHA will be repaid within approximately 6 months with 1% interest. After closing, the \$1,000,000.00 will be held by the San Antonio Housing Facility Corporation (SAHFC) for liquidity in the event SAHFC committed certain delineated bad acts, such as wilful breach of contract documents, fraud, or misappropriation of funds.

**SUMMARY:**

Bristol at Somerset project received final Board approval on May 6, 2021. The project will consist of 348 family units, all of which will be low income housing tax credit units serving families who are at or below 60% AMI. The project is located at approximately the southwest corner of Somerset Road and Fischer Road. Construction is projected to begin August 2021, with completion in June 2023.

SAHA is a MTW agency. As part of its obligations as such an agency, SAHA is credited for creating more affordable housing units and it must meet its baseline of having the same number of affordable housing units as when it became a MTW agency. For new units to be counted as affordable housing units, SAHA must contribute financially towards the creation of those units. Originally, this project had no funds allocated to it. However, for SAHA's benefit, SAHA will contribute \$1,000,000.00 to the project during construction and will be immediately repaid by closing.

It is common in banking transactions to have "bad boy" carve outs. This means that the loans are non-recourse towards the borrower, unless certain acts that would be made in bad faith in relation to the loan that are criminal or fraudulent. The lender is requiring the borrowing entity to have \$1,000,000.00 in liquidity in case a bad boy provision is violated. It does not negatively impact San Antonio Housing Authority, because it already maintains that liquidity amount.

**RESIDENT FOCUSED OUTCOMES:**

- SAHA residents have a sufficient supply of affordable housing options.
- SAHA residents live in quality affordable housing.

**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

**ATTACHMENTS:**

Resolution 6163

Resolution 21FAC-07-22

Presentation

**San Antonio Housing Authority  
Resolution 6163**

**RESOLUTION 6163, AUTHORIZING A CAPITAL CONTRIBUTION OF \$1,000,000.00 IN MOVING TO WORK (MTW) FUNDS FOR THE BRISTOL AT SOMERSET PROJECT; AND OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the SAHA Board of Commissioners approved Resolution 6135, authorizing the Bristol at Somerset (Project), with Louis Poppoon Development and Consulting; and

**WHEREAS**, SAHA, a MTW agency, is credited for creating more affordable housing units and must meet its baseline of having the same number of affordable housing units, as when it became an MTW agency; and

**WHEREAS**, SAHA must contribute financially towards the creation of new units in order for them to be counted as affordable housing units; and

**WHEREAS**, SAHA will contribute \$1,000,000.00 to the San Antonio Housing Facility Corporation so it may loan it to the project during construction and will be immediately repaid by stabilization.

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

- 1) Approves Resolution 6163, authorizing a capital contribution of \$1,000,000.00 in Moving to Work funds to the Bristol at Somerset project; and other matters in connection therewith.
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents and extensions.

**Passed and approved the 5th day of August 2021.**

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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**

**San Antonio Housing Facility Corporation  
Resolution 21FAC-07-22**

**RESOLUTION 21FAC-07-22, AUTHORIZING A CAPITAL CONTRIBUTION OF \$1,000,000.00 IN MOVING TO WORK (MTW) FUNDS FOR THE BRISTOL AT SOMERSET PROJECT; AND OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the SAHFC Board of Directors approved Resolution 21FAC-04-15, authorizing the Bristol at Somerset (Project), with Louis Poppoon Development and Consulting; and

**WHEREAS**, SAHA, a MTW agency, is credited for creating more affordable housing units and must meet its baseline of having the same number of affordable housing units, as when it became an MTW agency; and

**WHEREAS**, SAHA must contribute financially towards the creation of new units in order for them to be counted as affordable housing units; and

**WHEREAS**, SAHA will contribute \$1,000,000.00 to the San Antonio Housing Facility Corporation so that it may loan it to the project during construction and will be immediately repaid by stabilization.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Antonio Housing Facility Corporation, hereby:

- 1) Approves Resolution 21FAC-07-22, authorizing a capital contribution of \$1,000,000.00 in Moving to Work funds for the Bristol at Somerset project; and other matters in connection therewith.
- 2) Authorizes the Secretary/Treasurer or designee to execute all necessary documents and extensions.

**Passed and approved the 5th day of August 2021.**

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**Ana M “Cha” Guzman  
Chair, Board of Directors**

**Attested and approved as to form:**

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**Ed Hinojosa, Jr.  
Secretary/Treasurer**

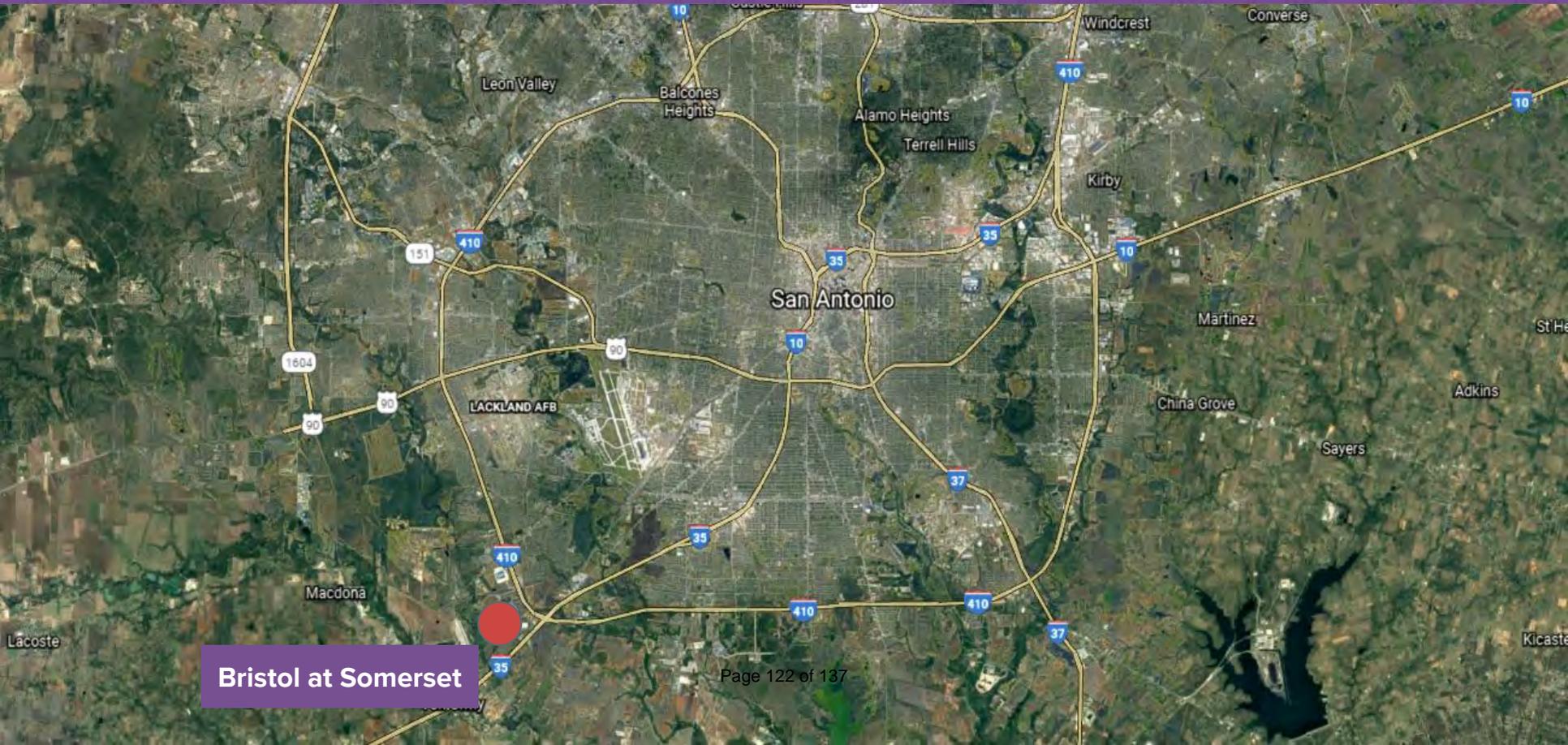


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HOUSING AUTHORITY  
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# Bristol at Somerset

Timothy E. Alcott, Chief Legal and Real Estate Officer  
Lorraine Robles, Director of Development Services and Neighborhood  
Revitalization

# MAP



**Bristol at Somerset**

# REGIONAL CENTERS

## PHASE 1 CENTERS

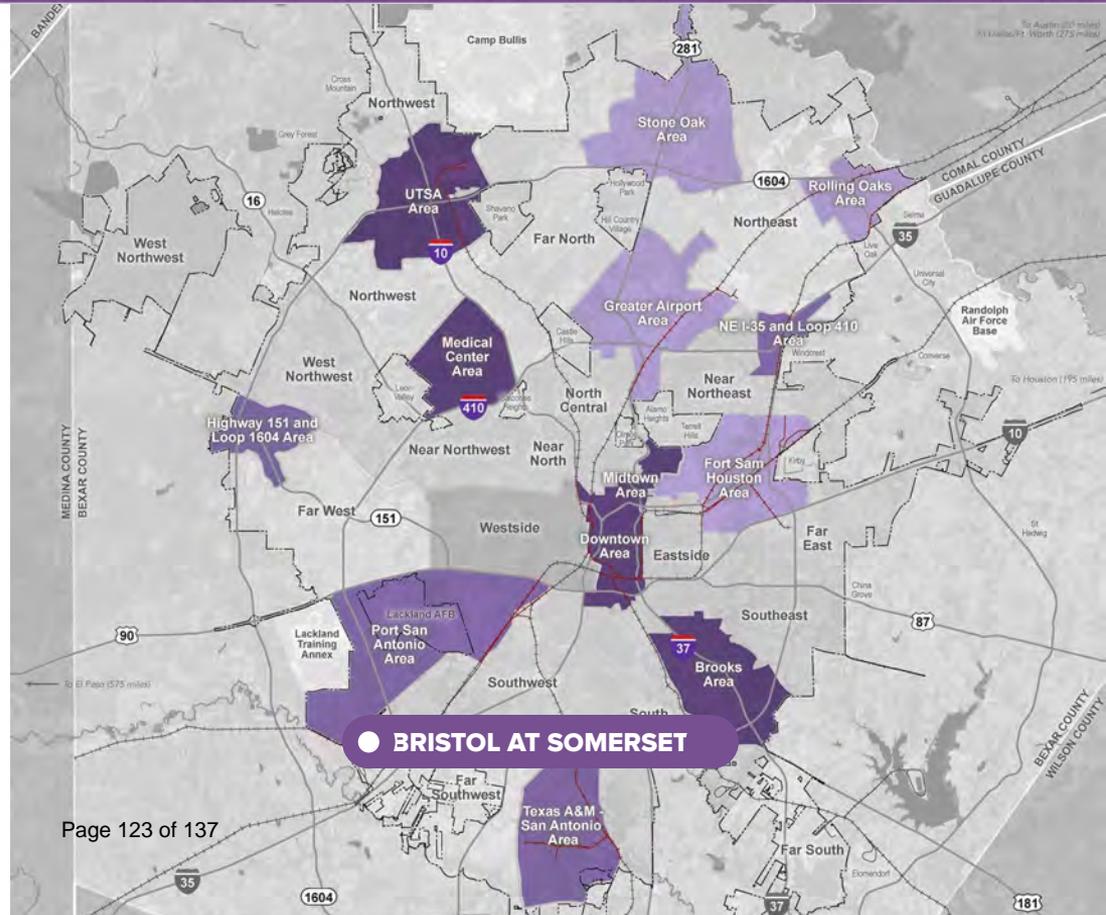
Downtown  
 Medical Center  
 UTSA  
 Midtown  
 Brooks

## PHASE 2 CENTERS

NE I-35 and Loop 410  
 Highway 151 and Loop 1604  
 Texas A&M — San Antonio  
 Port San Antonio

## PHASE 3 CENTERS

Greater Airport Area  
 Fort Sam Houston  
 Rolling Oaks  
 Stone Oak



# BRISTOL AT SOMERSET



- ❖ City Council District 4
- ❖ Southwest ISD
- ❖ 348 Units
  - 60% AMI - 348
- ❖ 4% Tax Credits & Bonds
- ❖ Total Development Cost: \$59,554,244.00

# QUESTIONS?

**BOARD OF COMMISSIONERS  
Regular Board Meeting**

**RESOLUTION 6164, IN SUPPORT OF PLACING LAND USE RESTRICTION AGREEMENTS (LURA) ON STABLEWOOD FARMS APARTMENTS**

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

DocuSigned by:  
  
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**Timothy E. Alcott**  
**Chief Legal and Real Estate Officer**

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6164, in support of placing Land Use Restriction Agreements (LURA) on Stablewood Farms Apartments.

**FINANCIAL IMPACT:**

SAHA will receive \$10,000.00 plus an annual fee of \$1,000.00 per year for the term of the LURA.

**SUMMARY:**

Merced Housing Texas contacted the San Antonio Housing Authority (SAHA) regarding the following apartments that it has an ownership interest in:

**Stablewood Farms Apartments**  
8301 Lake Vista Drive, San Antonio, Texas, 78227  
Units: 252

In reviewing the appraisals for the properties, the apartments are considered to be in average condition for their age and serve low- to moderate-income families in San Antonio. Merced Housing Texas is seeking to refinance the properties with a HUD 223(f) loan. The loan requires a certain percentage of the units be set aside as affordable.

SAHA will place a LURA on the property requiring that seventy-five percent (75%) of the units be set aside for families whose income is eighty percent (80%) or less of Area Median Income and rental restrictions equal to not less than seventy-five percent (75%) of units set aside as follows: no less than twenty percent (20%), or fifty one (51) units, for very low-income (50% AMI) and no less than seventy-five percent (75%), or one hundred eighty nine (189) units, for low-income (80% AMI). With this restriction, Merced Housing Texas will qualify for the HUD loan, which has better interest rates than other commercially available loan products.

SAHA will not own or manage the property. SAHA's only relationship with the property will be the LURA filed on the property requiring that a portion of units be set-aside as affordable units. This serves SAHA's mission of preserving affordable housing in San Antonio.

**STRATEGIC OUTCOMES:**

- SAHA residents live in quality affordable housing.
- SAHA residents have a sufficient supply of affordable housing options.

**SAN ANTONIO HOUSING AUTHORITY**

**August 5, 2021**

**ATTACHMENTS:**

Resolution 6164

Presentation

**San Antonio Housing Authority  
Resolution 6164**

**RESOLUTION 6164, IN SUPPORT OF PLACING LAND USE RESTRICTION AGREEMENTS (LURA) ON STABLEWOOD FARMS APARTMENTS**

**WHEREAS**, San Antonio Housing Authority (“SAHA”), a Texas housing authority, has the desire to ensure there is an adequate number of affordable housing units in San Antonio; and

**WHEREAS**, Merced Housing Texas (“Merced Housing”) owns an apartment complex in San Antonio called Stablewood Farms Apartments (the “Apartments”); and

**WHEREAS**, Merced Housing approached SAHA requesting that Land Use Restriction Agreements be placed on the Apartments, so that it may qualify for a lower interest rate FHA loan; and

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

- 1) Approves Resolution 6164, in support of placing Land Use Restriction Agreements (LURA) on Stablewood Farms Apartments; and
- 2) Authorizes the President and CEO, or designee, to execute all necessary documents associated with this Resolution.

**Passed and approved on the 5th day of August 2021.**

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

**Attested and approved as to form:**

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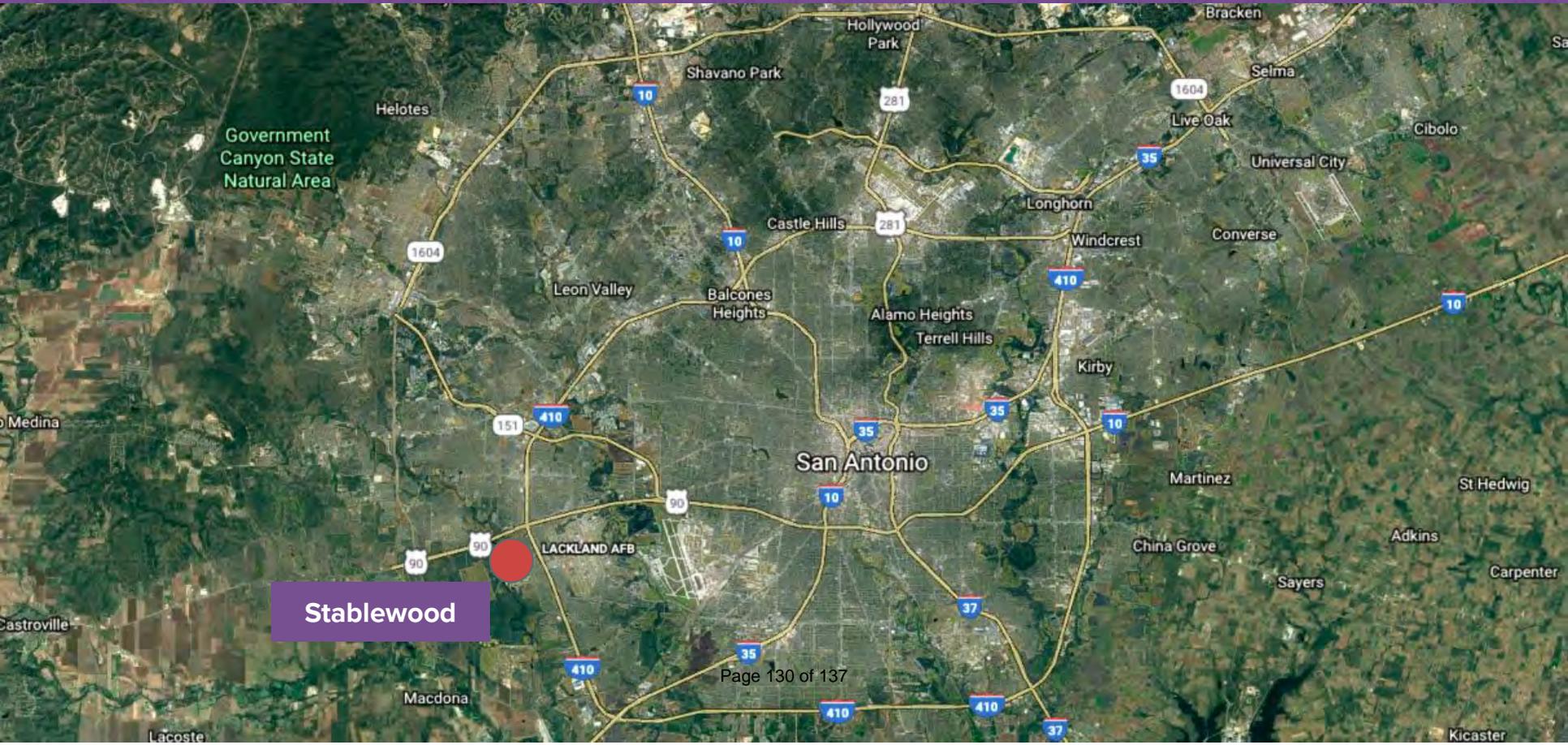
**Ed Hinojosa Jr.**  
**President and CEO**



# Stablewood

Timothy E. Alcott, Chief Legal and Real Estate Officer  
Lorraine Robles, Director of Development Services and Neighborhood  
Revitalization

# MAP



Stablewood

# REGIONAL CENTERS

## PHASE 1 CENTERS

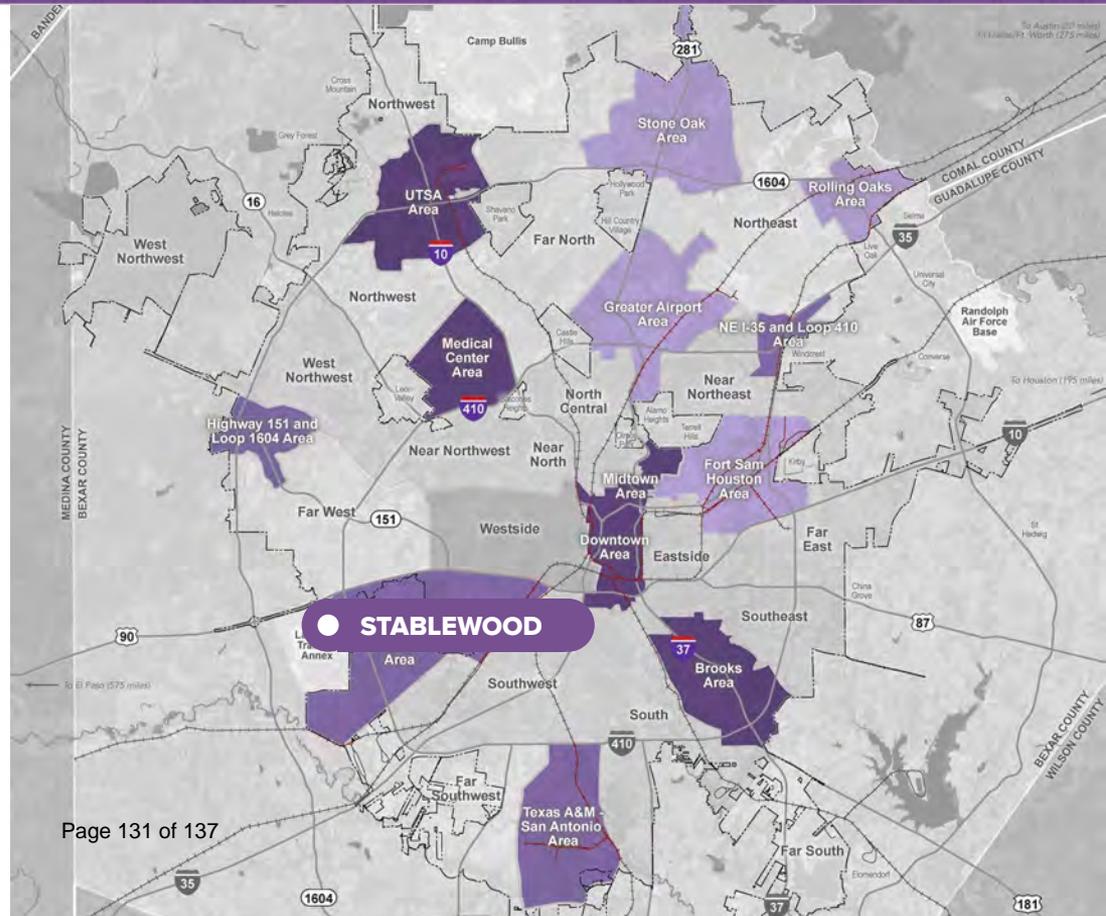
Downtown  
 Medical Center  
 UTSA  
 Midtown  
 Brooks

## PHASE 2 CENTERS

NE I-35 and Loop 410  
 Highway 151 and Loop 1604  
 Texas A&M — San Antonio  
 Port San Antonio

## PHASE 3 CENTERS

Greater Airport Area  
 Fort Sam Houston  
 Rolling Oaks  
 Stone Oak



# STABLEWOOD



- City Council District 7
- Northside ISD
- 252 Units

# QUESTIONS?



# PRESIDENT'S REPORT

## JULY 2021

### SAHA GIVES AWAY SUPPLIES FOR BACK-TO-SCHOOL

President and CEO Ed Hinojosa, Jr., and SAHA staff were all hands-on-deck and took action to distribute school supplies to nearly 2,000 families during SAHA's Back-to-School Giveaway on July 27.



### BEAT THE HEAT MEET AND GREET AT HIGHVIEW APARTMENTS

Residents at Highview Apartments were invited for popsicles during a meet-and-greet event on July 15 with case managers to answer questions and teach residents about helpful resources to beat the heat this summer.

Residents also received free books and learned about resident programs, such as the Resident Opportunity Self-Sufficiency (ROSS) Program and the Family Self-Sufficiency Program (FSS).





### **VICTORIA PLAZA VOLUNTEER DAY**

Staff worked hand-in-hand to assist with renovations during Victoria Plaza Volunteer Day on June 25. Volunteers assisted with physical and landscaping improvements like painting, light carpentry, and gardening.



## FIESTA FLOAT RESIDENT WINNERS

SAHA hosted its first-ever Fiesta Float Contest for Public Housing Residents for a chance to win prizes. Residents brought their creativity to life by decorating a shoebox with what Fiesta meant to them.

SAHA awarded gift cards to the top three floats with the most votes on the agency's [Facebook](#) page.



## COMMEMORATING JUNETEENTH

On the 156th anniversary of Juneteenth on June 19, 2021, the San Antonio Housing Authority (SAHA) commemorated the abolition of slavery in the United States. On that day in 1865 — just 250 miles from San Antonio — Union troops arrived in Galveston, Texas, and the enslaved black population in Texas learned they had been granted their freedom two years prior when President Lincoln signed the Emancipation Proclamation, and the civil war had ended.

Emancipation is only one step toward a long path toward addressing structural racism, racial disparities, and moving toward a more equitable society.

While housing has been used as a tool to oppress and segregate in the past, SAHA is committed to ensuring equity and equality in all aspects of our work. We are dedicated to addressing these structural challenges and paving a path forward in building a future that is equitable and dignified for all. We are humbled and grateful to build this path forward — together.



## **CELEBRATING PRIDE MONTH**

June is Pride Month, a celebration and commemoration of the events of June 1969 and work to achieve equal justice and equal opportunity for LGBTQ+ Americans. SAHA is proud and excited to join the celebration in promoting equal rights for all, regardless of sexual orientation or gender identity. In June of 1969, patrons and supporters of the Stonewall Inn in New York City staged an uprising to resist the frequent harassment and persecution of LGBTQ+ Americans. This uprising marked the beginning of a movement to outlaw discriminatory laws and practices against LGBTQ+ Americans.

Since then, sacrifices have been made, as well as progress. Yet, more work remains to be done, as even today discrimination based on sexual orientation and gender identity exists in the workplace, housing, and many other aspects of life.

At SAHA, our mission is to build a community that thrives, and that includes ALL in the community, regardless of gender identity, race, or sexual orientation. We will continue our work to support and empower our communities and neighbors in every walk of life.

People are people. Love is love.

Happy Pride.

