



VIRTUAL

Number: (346) 248-7799

Meeting ID: 93839434337#

Passcode: 654170#

IN PERSON

818 S. Flores St.

San Antonio, TX 78204

BOARD OF COMMISSIONERS

Dr. Ana "Cha" Guzmán
Chair

Gabriel Lopez
Vice Chair

Gilbert Casillas
Commissioner

Dalia Contreras
Commissioner

Loren D. Dantzler
Commissioner

Olga Kauffman
Commissioner

Ignacio Perez
Commissioner

PRESIDENT & CEO

Ed Hinojosa, Jr.

REGULAR BOARD MEETING

1:00 p.m. | Wednesday | November 2, 2022

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

MEETING CALLED TO ORDER

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

PUBLIC COMMENT

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

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

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 personally request to be placed on the Citizens to be Heard roster prior to 12:45 p.m. or register online and access Phone Number: **(346) 248-7799** and enter Meeting ID: **93839434337#** and Passcode: **654170#**, prior to 12:45 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 Opportunity Home matters and policy and not include statements that may be considered defamatory of any individual. The Board encourages members of the public to direct specific concerns or problems to Opportunity Home staff for more prompt resolution. The Board will not discuss the comments of speakers or respond to speakers during the Citizens to be Heard portion of the agenda.

MINUTES

4. Minutes

- Approval of the October 12, 2022, Regular Board meeting minutes
- Approval of the October 19, 2022, Operations and Real Estate Committee meeting minutes

CONSENT ITEMS

5. Consideration and approval regarding Resolution 6286, approving the Payment Standard Schedule at 100% of Fair Market Rents (FMRs) for the Project-Based Voucher (PBV) Program (Stephanie Rodriguez, Director of Assisted Housing Programs)
6. Consideration and approval regarding Resolution 6287, authorizing the award of contracts for Recertification Processing Services to Nan McKay and Associates (WBE) and Gilson Software Solutions d/b/a Gilson Property Management Services for an annual cumulative amount not to exceed \$500,000.00; for a period of one year with the option to renew up to four additional one year terms (Stephanie Rodriguez, Director of Assisted Housing Programs; George Ayala, Director of Procurement)
7. Consideration and approval regarding Resolution 6288, authorizing the award of a contract for HVAC Products, Installation, Labor Based Solutions and Related Products and Services to Trane U.S., Inc. through Omnia Partners, Public Sector for an annual cumulative amount not to exceed \$2,000,000.00; for a period of one year with the option to renew up to four additional one-year terms (Hector Martinez, Director of Construction Services and Sustainability; George Ayala, Director of Procurement)

DISCUSSION ITEMS

8. Discussion regarding resident concerns
9. President's Report
 - Organization Selects Director of Internal Audit
 - Employee Halloween BOO-nanza Event
 - Hiring Event and Career Fair
 - Digital Inclusion Week
 - Grant Secured to Improve Safety at Communities
 - Housing America Month
 - Single Mother Becomes New Home Owner
 - Landlord Summit
 - Ribbon Cutting for Aspire at Tampico

10. Closed Session

Personnel/Consultation with Attorney

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

- Consideration of employee grievance and consultation with attorney

Consultation with Attorney

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

- Discussion with attorney regarding Master Planner Contracts

11. Adjournment

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

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

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



MINUTES OF OPPORTUNITY HOME SAN ANTONIO REGULAR BOARD MEETING

I. Call to Order:

Chair Guzman called the Regular Board Meeting of Opportunity Home San Antonio to order at 1:02 PM CDT on October 12, 2022. The meeting was held at the Opportunity Home San Antonio Central Office located at 818 S. Flores St. San Antonio, TX 78204.

Board Members Present:

Chair Dr. Ana M. "Cha" Guzman, Vice-Chair Gabriel Lopez, Gilbert Casillas, Dalia Contreras, Loren D. Dantzler, and Ignacio Perez.

Adviser Present:

Doug Poneck, General Counsel.

Guests Present:

President and CEO Ed Hinojosa, Jr.; Brandee Perez, Chief Operating Officer; Timothy E. Alcott, Chief Legal and Real Estate Officer; and Aiyana Longoria, Director of Human Resources.

Joaquin Toranzo, Interpreter, BCC Languages LLC.

Board Members Absent:

Olga Kauffman.

Quorum:

A quorum was established with six (6) voting members present.

II. Public Comment

Citizens are provided three minutes each to speak to any agenda item. There was one individual signed up to speak and one individual who spoke during the meeting. No individuals ceded their time.

III. 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 two citizens who signed up to speak and two citizens who spoke during the meeting. No citizens ceded their time.

IV. Minutes

Commissioner Casillas moved to approve the September 7, 2022 Regular Board Meeting minutes. Commissioner Contreras seconded the motion. The motion carried with six (6) in favor and none against by a voice vote.

Vice-Chair Lopez moved to approve the September 19, 2022 Operations and Real Estate Committee Meeting minutes. Commissioner Casillas seconded the motion. The motion carried with six (6) in favor and none against by a voice vote.



A COMMUNITY OF POSSIBILITIES

Consent Items

V. Resolution 22SAHOC-04-15

Consideration and approval regarding Resolution 22SAHOC-04-15, authorizing the modification of the Bylaws for the San Antonio Homeownership Opportunities Corporation (Brandee Perez, Chief Operating Officer)

VI. Resolution 6276

Consideration and approval regarding Resolution 6276, authorizing the submission of a disposition application to the U.S. Department of Housing and Urban Development (HUD) for the site known as the YMCA Building AMP TX006000008 Victoria Plaza/Schnabel; the sale of such property and its improvements; and, the execution of documents necessary to consummate such actions (Timothy E. Alcott, Chief Legal and Real Estate Officer)

VII. Resolutions 6279 and 22LVPFC-09-19

Consideration and approval regarding Resolutions 6279 and 22LVPFC-09-19, authorizing (i) the Las Varas Public Facility Corporation to approve inducement resolutions for proposed tax credits and tax exempt multifamily housing revenue bonds for Costa Almadena (the "Bonds"); (ii) the Las Varas Public Facility Corporation to approve Resolution 22LVPFC-09-19 authorizing the Bonds and authorizing its participation in the project; (iii) Opportunity Home partnering with Devco Preservation to acquire the Costa Almadena project, and apply for new 4% tax credits to finance the rehabilitation of the project; (iv) and, other matters in connection therewith (Timothy E. Alcott, Chief Legal and Real Estate Officer)

VIII. Resolutions 6281 and 22FAC-09-19

Consideration and approval regarding Resolutions 6281 and 22FAC-09-19, approving the issuance of the Ravello Apartments' promissory note to Frost Bank in an amount not to exceed \$12,000,000 to be secured by a mortgage lien on the Ravello Apartments. Loan proceeds will be used to finance the acquisition and long term capital repairs and improvements at the Ravello Apartments; authorizing the execution of a asset management sub management agreement for the general partner to assume the duties and responsibilities of the Class B limited partner; authorizing the President and CEO or designee to execute all documentation necessary to carry out the transaction; and other matters in connection therewith (Timothy E. Alcott, Chief Legal and Real Estate Officer)

IX. Resolution 6280

Consideration and approval regarding Resolution 6280, authorizing the President and CEO to approve and proceed with various providers of Employee Primary Health Plans to include Medical, Dental and Vision Plans and other Employer Provided Plans that provide for Short Term Disability, Long Term Disability, Life Insurance and Ancillary Benefit Plans and an electronic benefits enrollment platform for calendar year 2023, at a projected cost to the employee and employer of \$8,213,169 (Aiyana Longoria, Director of Human Resources)

Main Motion Regarding Items 5-9



Moved by Commissioner Cassilas. Seconded by Vice-Chair Lopez. The motion carried with six (6) in favor and none against by a voice vote.

Discussion Items

The following items were discussed with the Board:

X. Update and discussion regarding Housing Bond (Timothy E. Alcott, Chief Legal and Real Estate Officer; Brandee Perez, Chief Operating Officer)

Commissioner Perez requested a map of the projects included in the Housing Bond.

XI. Discussion regarding resident concerns

Chair Guzman requested staff to take before and after photos of all projects.

XII. President's Report

- Establishment of Justice, Equity, Diversity and Inclusion Workgroup
- Staff Participate in Jersey Day
- Nationally Recognized for Innovative Solutions
- Legacy at Alazan Open House
- Legislative Forum Recap
- Honoring the Fallen with 9/11 Memorial Climb
- Coach Cares Program Donates School Supplies

Chair Guzman recessed the Regular Board meeting and entered into the Las Varas Public Facility Corporation and San Antonio Housing Facility Corporation meetings at 1:41 PM CDT.

The Board returned to the Regular Board meeting at 1:44 PM CDT.

Attorney Doug Poneck read the Board into Closed Session.

Chair Guzman recessed the Regular Board meeting and entered into Closed Session at 1:45 PM CDT.

XIII. Closed Session

Personnel/Consultation with Attorney

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

- Consultation with Attorney regarding employment contract/compensation for President and CEO

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 President and CEO Evaluation Form

XIV. Adjournment

The meeting adjourned at 2:10 PM CDT.

ATTEST:

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

Date

Ed Hinojosa, Jr.
President and CEO

Date



A COMMUNITY OF POSSIBILITIES

MINUTES OF OPPORTUNITY HOME SAN ANTONIO OPERATIONS AND REAL ESTATE COMMITTEE OR SPECIAL BOARD MEETING

I. Call to Order:

Committee Chair Gabriel Lopez called the Operations and Real Estate Committee Meeting of Opportunity Home San Antonio to order at 1:02 PM CDT on October 19, 2022. The meeting was held at the Opportunity Home San Antonio Central Office located at 818 S. Flores St. San Antonio, TX 78204.

Board Members Present:

Vice-Chair Gabriel Lopez, Gilbert Casillas, Dalia Contreras, Loren D. Dantzler, and Olga Kauffman.

Adviser Present:

Doug Poneck, General Counsel.

Guests Present:

President and CEO Ed Hinojosa, Jr.; Stephanie Rodriguez, Director of Assisted Housing Programs; George Ayala, Director of Procurement; and Hector Martinez, Director of Construction Services and Sustainability.

Mario Peña, Able City; and Marissa Saldaña and Humberto Saldaña, Saldaña & Associates

Joaquin Toranzo, Interpreter, BCC Languages LLC.

Board Members Absent:

Board Chair Dr. Ana M. "Cha" Guzman and Ignacio Perez.

Quorum:

A quorum was established with five (5) voting members present.

II. Public Comment

Citizens are provided three minutes each to speak to any agenda item. There were no individuals who spoke during the meeting. No individuals ceded their time.

Presentation

III. Update and presentation regarding Alazan Courts presented by Mario Peña from Able City.

IV. Update and presentation regarding Lincoln Heights Development by Marissa Saldaña and Humberto Saldaña from Saldaña & Associates.

Individual Items

V. Resolution 6286



A COMMUNITY OF POSSIBILITIES

Consideration and appropriate action regarding Resolution 6286, approving the Payment Standard Schedule at 100% of Fair Market Rents (FMRs) for the Project-Based Voucher (PBV) Program (Stephanie Rodriguez, Director of Assisted Housing Programs)

Main Motion Regarding Resolution 6286

Moved by Commissioner Contreras. Seconded by Commissioners Casillas and Kauffman. The motion carried with five (5) in favor and none against by a voice vote.

VI. Resolution 6287

Consideration and appropriate action regarding Resolution 6287, authorizing the award of contracts for Recertification Processing Services to Nan McKay and Associates (WBE) and Gilson Software Solutions d/b/a Gilson Property Management Services for an annual cumulative amount not to exceed \$500,000.00; for a period of one year with the option to renew up to four additional one year terms (Stephanie Rodriguez, Director of Assisted Housing Programs; George Ayala, Director of Procurement)

Main Motion Regarding Resolution 6287

Moved by Commissioner Contreras. Seconded by Commissioner Casillas. The motion carried with five (5) in favor and none against by a voice vote.

VII. Resolution 6288

Consideration and appropriate action regarding Resolution 6288, authorizing the award of a contract for HVAC Products, Installation, Labor Based Solutions and Related Products and Services to Trane U.S., Inc. through Omnia Partners, Public Sector for an annual cumulative amount not to exceed \$2,000,000.00; for a period of one year with the option to renew up to four additional one-year terms (Hector Martinez, Director of Construction Services and Sustainability; George Ayala, Director of Procurement)

Main Motion Regarding Resolution 6288

Moved by Commissioner Casillas. Seconded by Commissioner Kauffman. The motion carried with five (5) in favor and none against by a voice vote.

Discussion Item

The following items were discussed with the Board:

VIII. Discussion regarding resident concerns

REPORT

■ Procurement Activity Report

President and CEO Ed Hinojosa, Jr. noted that the Board will be provided with presentations regarding Opportunity Home special programs and processes at upcoming Operations and Real Estate Committee meetings. The first presentation will describe the procurement process.

RESOURCE



A COMMUNITY OF POSSIBILITIES

■ Schedule of Units Under Development

Timothy E. Alcott, Chief Legal and Real Estate Officer, noted that Opportunity Home successfully closed on the Snowden project.

XIII. Adjournment

Main Motion Regarding Adjournment

Moved by Commissioner Contreras. Seconded by Commissioner Kauffman. The motion carried with five (5) in favor and none against by a voice vote.

With no objection, the meeting adjourned at 2:03 PM CDT.

ATTEST:

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

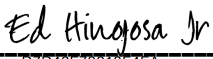
Date

Ed Hinojosa, Jr.
President and CEO

Date

BOARD OF COMMISSIONERS
Regular Board Meeting

RESOLUTION 6286, APPROVING THE PAYMENT STANDARD SCHEDULE AT 100% OF FAIR MARKET RENTS FOR THE PROJECT-BASED VOUCHER PROGRAM

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Ed Hinojosa, Jr.
 President and CEO

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Stephanie Rodriguez
 Director of Assisted Housing Programs

REQUESTED ACTION:

Consideration and approval regarding Resolution 6286, approving the Payment Standard Schedule at 100% of Fair Market Rents (FMRs) for the Project-Based Voucher (PBV) Program.

FINANCIAL IMPACT:

There is an estimated annual impact on the current Housing Assistance Payment Contract of \$19,224.00 or an 8.2% increase.

Table 1. Opportunity Home Payment Standard and HUD Fair Market Rent Comparison

	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR
2023 Payment Standard Schedule (Proposed)	918	1057	1282	1631	1987	2285	2583
2023 HUD Fair Market Rents	918	1057	1282	1631	1987	2285	2583
Percentage of FMR	100%	100%	100%	100%	100%	100%	100%
2022 Payment Standard Schedule (Current)	734	865	1049	1350	1664	1913	2164
2022 HUD Fair Market Rents	815	961	1165	1500	1849	2126	2404
Percentage of FMR	90%	90%	90%	90%	90%	90%	90%

SUMMARY:

The U.S. Department of Housing and Urban Development (HUD) publishes Fair Market Rents (FMRs) annually for each area of the United States and requires each housing authority to adopt a payment standard schedule for each FMR area in its jurisdiction. 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)]. HUD permits the housing authority to establish a payment standard amount for each unit size at any level between 90% and 110%—referred to as the “basic range”—of the FMR for the unit size [24 CFR 982.503(b)(1)(i)].

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. The Final Rule

Opportunity Home San Antonio

November 2, 2022

provided an exception for project-based vouchers, allowing PHAs the option to apply SAFMRs to PBV developments. Opportunity Home elected not to apply SAFMRs to PBV developments.

In September 2022, HUD published the 2023 FMRs. HUD allows housing authorities to establish the payment standard amounts at any level between 90% and 110% of the published FMR. The 2023 FMRs represent an across-the-board increase for the San Antonio-New Braunfels Metropolitan Statistical Area (MSA). Staff believe that these increases are consistent with today's current market trends and will expand the housing opportunities for our program participants.

The proposed payment standards for 2023 will be effective for all vouchers issued after December 1, 2022 and all recertifications with an effective date of February 1, 2023 or later.

STRATEGIC OUTCOME:

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

ATTACHMENTS:

Resolution 6286

Presentation

**Opportunity Home San Antonio
Resolution 6286**

RESOLUTION 6286, APPROVING THE PAYMENT STANDARD SCHEDULE AT 100% OF FAIR MARKET RENTS FOR THE PROJECT-BASED VOUCHER PROGRAM

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

WHEREAS, HUD requires the Public Housing Authority to establish voucher payment standards for each unit size; and

WHEREAS, Opportunity Home staff requests authorization to establish payment standards at 100% of the 2023 FMR schedule, in order to ensure the current payment standard schedule is compliant with federal regulations.

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

- 1) Approves Resolution 6286, approving the Payment Standard Schedule at 100% of Fair Market Rents for the Project-Based Voucher Program.
- 2) Authorizes the President and CEO or designee to execute all necessary documents and extensions.

Passed and approved the 2nd day of November 2022.

Ana M. "Cha" Guzman

Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.

President and CEO

2023 Project-Based Voucher (PBV) Payment Standards

November 2, 2022

Background

Project-Based Voucher MTW Exceptions

- 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.
- The Final Rule **provided an exception for project-based vouchers**, allowing PHAs the option to apply SAFMRs to PBV developments. **Opportunity Home elected not to apply SAFMRs to PBV developments.**

2023 PBV Payment Standards

	0 BR	1 BR	2 BR	3 BR	4 BR	5BR	6BR
Current Payment Standards YR 2022	\$734	\$865	\$1,049	\$1,350	\$1,664	\$1,913	\$2,164
Proposed Payment Standards YR 2023	\$918	\$1,057	\$1,282	\$1,631	\$1,987	\$2,285	\$2,583

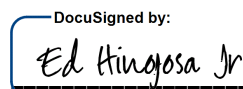
Financial Impact

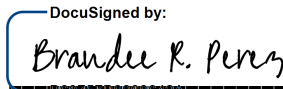
There is an estimated annual impact on the current Housing Assistance Payment Contract of **\$19,224** or an **8.2% increase**.


Questions?

BOARD OF COMMISSIONERS
Regular Board Meeting

RESOLUTION 6287, AUTHORIZING THE AWARD OF CONTRACTS FOR RECERTIFICATION PROCESSING SERVICES TO NAN MCKAY AND ASSOCIATES (WBE) AND GILSON SOFTWARE SOLUTIONS D/B/A GILSON PROPERTY MANAGEMENT SERVICES FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$500,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE YEAR TERMS

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Ed Hinojosa, Jr.
President and CEO

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Stephanie Rodriguez
**Director of Assisted
 Housing Programs**

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George Ayala
Director of Procurement

REQUESTED ACTION:

Consideration and approval regarding Resolution 6287, authorizing the award of contracts for Recertification Processing Services to Nan McKay and Associates (WBE) and Gilson Software Solutions d/b/a Gilson Property Management Services for an annual cumulative amount not to exceed \$500,000.00; 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 Recertification Processing Services is not expected to exceed an annual cumulative amount of \$500,000.00 and will be funded through departmental budgets or available reserves.

SUMMARY:

Opportunity Home requires the services of a vendor to assist with the processing of overflow and late recertifications, as well as providing ongoing-as-needed services in this area for all Affordable Housing Programs, to include, but not limited to, Public Housing, Housing Choice Vouchers, Project-Based Rental Assistance, and Tax Credits. Under this award, the vendor shall assign recertification specialists with preferred qualifications to include: training related to housing authority operations; bi-lingual in english and spanish; and hold certifications as housing choice voucher specialist and/or public housing specialist.

On July 26, 2022, Opportunity Home issued a Request for Proposals (RFP) #2205-5285 for Recertification processing services that closed on August 16, 2022. The RFP was published on the Opportunity Home's E-Procurement Website, the Hart Beat, NAHRO E-Procurement website, and directly solicited to 153 vendors. A total of three proposals were received in response to this solicitation: Gilson Software Solutions dba Gilson Property Management Services, Nan McKay and Associates (WBE), and Quadel Consulting and Training. One response was deemed non responsive as the proposer did not include pricing in their response as required by the solicitation. The remaining proposals were evaluated on the following criteria: qualifications and experience, respondent's proposed staff qualifications, price proposal, and the respondents proposed SWMBE Utilization Plan.

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Resolution 6278, approved on September 13, 2022, utilizing the President and CEO's delegated approval authority authorized the award of contracts to Gilson Software Solutions dba Gilson Property Management Services and Nan McKay and Associates for essential recertification processing services. It was decided that the initial amounts estimated for performance of the services would not be adequate. Thus, this request would increase the amount necessary for completion of the recertification processing services and replace the original approval made by the CEO.

COMPANY PROFILES:

Gilson Software Solutions was established in 2008 and is headquartered in Ft. Lauderdale, Florida with field office locations in Miami and Orlando, Florida; Salem, Massachusetts, and Providence, Rhode Island. They assist Housing Authorities with tasks to include, but are not limited to, Call Center Services, Application Processing, Re-certification Processing, performing Housing Quality Standards (HQS) Inspections, and Maintenance Services. They work with Texas Housing Authorities to include: Beaumont Housing Authority, Corpus Christi Housing Authority, Dallas Housing Authority, El Paso Housing Authority, and Harris County Housing Authority.

Nan McKay & Associates was established in 1980 and is headquartered in San Diego, California with field office locations in Connecticut, Florida, Illinois, Kentucky, Louisiana, and Houston, Texas. This vendor self-certifies as a WBE. They have extensive experience in all areas of HUD's Public and Indian Housing programs, including Housing Choice Voucher (HCV), Project Based Voucher (PBV), and public housing. Nan McKay has assisted housing agencies of all sizes in staffing short-term operational support positions as well as long-term program management, and they currently administer more than 110,000 vouchers for some of the larger housing authorities. They offer a variety of services that include Management Occupancy Review (MOR), Technical Suitability of Products (TSP)'s, Enterprise Income Verification (EIV) policies, custom policies for Rental Assistance Demonstration (RAD) conversions, Project Based Rental Assistance (PBRA) and Low Income Housing Tax Credit (LIHTC) training and certification, and inspection services. They have worked with public housing authorities (PHAs) to include, but not limited to: Chicago Housing Authority, Georgetown Housing Authority, Housing Authority of the County of Alameda, Housing Authority of Jefferson Parish, Ithaca Housing Authority, Lynn Housing Authority & Neighborhood Development, Marin Housing Authority, Miami-Dade County, Public Housing & Community Development, San Diego Housing Commission, and San Francisco Housing Authority.

PRIOR AWARDS:

Gilson Software Software and Call Center Services is currently under contract and has received a prior award to provide answering services for Beacon Communities and has performed satisfactorily under the awarded contract.

Nan McKay has received prior awards for Self Sufficiency Coordinator Training, Family Self Sufficiency Webinar and Certifications, Operational and Organizational Assessment Consulting Services, Housing Choice Voucher Executive Management Training, and Public Housing Specialist Training. Nan McKay performed satisfactorily under the awarded contracts.

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CONTRACT OVERSIGHT:

Contract oversight will be provided by the Directors of Assisted Housing Programs, Beacon Communities, and Public Housing who will monitor the vendor's adherence to contract requirements and performance.

STRATEGIC OUTCOME:

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

ATTACHMENTS:

Resolution 6287

Scoring Matrix

Advertisement List

**Opportunity Home San Antonio
Resolution 6287**

RESOLUTION 6287, AUTHORIZING THE AWARD OF CONTRACTS FOR RECERTIFICATION PROCESSING SERVICES TO NAN MCKAY AND ASSOCIATES (WBE) AND GILSON SOFTWARE SOLUTIONS D/B/A GILSON PROPERTY MANAGEMENT SERVICES FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$500,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE YEAR TERMS

WHEREAS, on July 26, 2022, Opportunity Home issued a Request for Proposals (RFP) #2205-5285 for Recertification processing services that closed on August 16, 2022; and

WHEREAS, three proposals were received in response to this solicitation. One proposal was deemed non responsive as the proposer did not include pricing in their response as required by the solicitation; and

WHEREAS, Resolution 6278, approved on September 13, 2022, utilizing the President and CEO's delegated approval authority authorized the award of contracts to Gilson Software Solutions dba Gilson Property Management Services and Nan McKay and Associates for essential recertification processing services. It was decided that the initial amounts estimated for performance of the services would not be adequate. Thus, this request would increase the amount necessary for completion of the recertification processing services and replace the original approval made by the CEO; and

WHEREAS, the current award recommendation for Recertification Processing Services is not expected to exceed an annual cumulative amount of \$500,000.00 and will be funded through departmental budgets or available reserves.

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

- 1) Approves Resolution 6287, authorizing the award of contracts for Recertification Processing Services to Nan McKay and Associates (WBE) and Gilson Software Solutions d/b/a Gilson Property Management Services for an annual cumulative amount not to exceed \$500,000.00; 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 and extensions.

Passed and approved the 2nd day of November 2022.

Ana M. "Cha" Guzman

Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.

President and CEO



RFP 2205-5285 - Re-certification processing Services Scoring Summary

	Total	Qualifications and Experience	Respondent's Proposed Staff Qualifications	Quality Assurance Plan:	Price proposal	SWMBE utilization:
Supplier	/ 100 pts	/ 40 pts	/ 10 pts	/ 10 pts	/ 35 pts	/ 5 pts
Nan McKay and Associates	67.54	34.67	8.667	8	14.54 (\$44,810.00)	1.667
Gilson Software and Call Center Services	67	21.33	5.333	4.667	35 (\$18,620.00)	0.66667



Advertisement List

2205-5285 Re-certification processing Services

#	Email Address or Domain Name	Date Invited
1	abel@davilaconstruction.com	Jul 26th 2022, 9:31 AM CDT
2	abelardohdz28@gmail.com	Jul 26th 2022, 9:31 AM CDT
3	adeoliveira@goodwillsa.org	Jul 26th 2022, 9:31 AM CDT
4	admin@boleroventures.com	Jul 26th 2022, 9:31 AM CDT
5	admin@hcadesa.org	Jul 26th 2022, 9:31 AM CDT
6	admin@sawomenschamber.org	Jul 26th 2022, 9:31 AM CDT
7	adriananavarro3@hotmail.com	Jul 26th 2022, 9:31 AM CDT
8	aflores@air-streamservices.com	Jul 26th 2022, 9:31 AM CDT
9	al@southsa.org	Jul 26th 2022, 9:31 AM CDT
10	alexdelcampo@mdcpainting.com	Jul 26th 2022, 9:31 AM CDT
11	allmaterialsconstruction@gmail.com	Jul 26th 2022, 9:31 AM CDT
12	amelie@gmrcctx.com	Jul 26th 2022, 9:31 AM CDT
13	andrew@tejaspremierbc.com	Jul 26th 2022, 9:31 AM CDT
14	annahayden@jmicontractors.com	Jul 26th 2022, 9:31 AM CDT
15	anne@acectx.org	Jul 26th 2022, 9:31 AM CDT
16	bexarpepp@sbcglobal.net	Jul 26th 2022, 9:31 AM CDT
17	bids@wbea-texas.org	Jul 26th 2022, 9:31 AM CDT
18	billclark@dljcoatings.com	Jul 26th 2022, 9:31 AM CDT
19	blackchamber@aol.com	Jul 26th 2022, 9:31 AM CDT
20	briannad@sahcc.org	Jul 26th 2022, 9:31 AM CDT
21	brtx@brtexas.com	Jul 26th 2022, 9:31 AM CDT
22	bugconst@gmail.com	Jul 26th 2022, 9:31 AM CDT
23	can2roofing@gmail.com	Jul 26th 2022, 9:31 AM CDT
24	CCastillo@alphabuilding.com	Jul 26th 2022, 9:31 AM CDT
25	cjohnson@sctrca.org	Jul 26th 2022, 9:31 AM CDT
26	constructionadmin@smartlocating.com	Jul 26th 2022, 9:31 AM CDT
27	content@constructconnect.com	Jul 26th 2022, 9:31 AM CDT
28	Darren_Friesenhahn@homedepot.com	Jul 26th 2022, 9:31 AM CDT
29	dave@hcadesa.org	Jul 26th 2022, 9:31 AM CDT
30	david@atriumroofing.com	Jul 26th 2022, 9:31 AM CDT
31	DGiammarino@constructionjournal.com	Jul 26th 2022, 9:31 AM CDT
32	dljroofing@work-pros.com	Jul 26th 2022, 9:31 AM CDT
33	donnie@dgqroofing.com	Jul 26th 2022, 9:31 AM CDT
34	dpetersen@sachamber.org	Jul 26th 2022, 9:31 AM CDT
35	dwaller@infinite-pipeline.com	Jul 26th 2022, 9:31 AM CDT
36	elva.adams@wellsfargo.com	Jul 26th 2022, 9:31 AM CDT

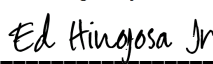
37	enrique@mtsconstructor.com	Jul 26th 2022, 9:31 AM CDT
38	exdir@hcadesa.org	Jul 26th 2022, 9:31 AM CDT
39	faircontractingcoalitioninfo@gmail.com	Jul 26th 2022, 9:31 AM CDT
40	fivestarindustries@hotmail.com	Jul 26th 2022, 9:31 AM CDT
41	franksubia1023@gmail.com	Jul 26th 2022, 9:31 AM CDT
42	fruiz@pmrtx.com	Jul 26th 2022, 9:31 AM CDT
43	gabrielle@smsdc.org	Jul 26th 2022, 9:31 AM CDT
44	garciaezup@gmail.com	Jul 26th 2022, 9:31 AM CDT
45	GBMR.REPAIRS@YAHOO.COM	Jul 26th 2022, 9:31 AM CDT
46	hector@hegarciacpa.com	Jul 26th 2022, 9:31 AM CDT
47	Heidi@phcc-sanantonio.org	Jul 26th 2022, 9:31 AM CDT
48	herconstructioncompanySATx@gmail.com	Jul 26th 2022, 9:31 AM CDT
49	hkarpjr@yahoo.com	Jul 26th 2022, 9:31 AM CDT
50	info@aiasa.org	Jul 26th 2022, 9:31 AM CDT
51	info@alamocitychamber.org	Jul 26th 2022, 9:31 AM CDT
52	info@dkhaneyroofing.com	Jul 26th 2022, 9:31 AM CDT
53	info@jacoroofing.com	Jul 26th 2022, 9:31 AM CDT
54	info@newwavevolution.com	Jul 26th 2022, 9:31 AM CDT
55	info@scs.net	Jul 26th 2022, 9:31 AM CDT
56	info@westsachamber.org	Jul 26th 2022, 9:31 AM CDT
57	integrated02@aol.com	Jul 26th 2022, 9:31 AM CDT
58	Jacqueline.Jackson@utsa.edu	Jul 26th 2022, 9:31 AM CDT
59	james@jamesbrownjr360.com	Jul 26th 2022, 9:31 AM CDT
60	Jason.Hennesey@spawglass.com	Jul 26th 2022, 9:31 AM CDT
61	jay@gmcb blueservice.com	Jul 26th 2022, 9:31 AM CDT
62	jbolewa1@gmail.com	Jul 26th 2022, 9:31 AM CDT
63	jcs candrsatx@gmail.com	Jul 26th 2022, 9:31 AM CDT
64	jeannette@virtualbx.com	Jul 26th 2022, 9:31 AM CDT
65	jennifer.mort@utsa.edu	Jul 26th 2022, 9:31 AM CDT
66	jennifer@asasanantonio.org	Jul 26th 2022, 9:31 AM CDT
67	jennifer@tspe.org	Jul 26th 2022, 9:31 AM CDT
68	jhoward@iecsanantonio.com	Jul 26th 2022, 9:31 AM CDT
69	jim@alamobonds.com	Jul 26th 2022, 9:31 AM CDT
70	jppainting2100@gmail.com	Jul 26th 2022, 9:31 AM CDT
71	jlbass47@jlbassconstruction.com	Jul 26th 2022, 9:31 AM CDT
72	joe.muniz@jamcoventures.com	Jul 26th 2022, 9:31 AM CDT
73	jorge@apgc.pro	Jul 26th 2022, 9:31 AM CDT
74	jpuente.geofill@outlook.com	Jul 26th 2022, 9:31 AM CDT
75	jmauldin@coconcepts.com	Jul 26th 2022, 9:31 AM CDT
76	julie@westsachamber.org	Jul 26th 2022, 9:31 AM CDT
77	justin.calvin@spawglass.com	Jul 26th 2022, 9:31 AM CDT
78	justin@southtxc.com	Jul 26th 2022, 9:31 AM CDT
79	kimr@avacpa.com	Jul 26th 2022, 9:31 AM CDT


80	kkerins@hytekgc.com	Jul 26th 2022, 9:31 AM CDT
81	ksutterfield@sabuilders.com	Jul 26th 2022, 9:31 AM CDT
82	kwoods@kentexroofing.com	Jul 26th 2022, 9:31 AM CDT
83	landscapeas@yahoo.com	Jul 26th 2022, 9:31 AM CDT
84	laura@mmwtx.com	Jul 26th 2022, 9:31 AM CDT
85	lgjosiahconstruction@gmail.com	Jul 26th 2022, 9:31 AM CDT
86	linda.ryan@fidelitypartners.org	Jul 26th 2022, 9:31 AM CDT
87	liselaleman@yahoo.com	Jul 26th 2022, 9:31 AM CDT
88	logan@jmi-contractors.com	Jul 26th 2022, 9:31 AM CDT
89	lparr@universalmarketing1.com	Jul 26th 2022, 9:31 AM CDT
90	Madeline@masarchitecture.com	Jul 26th 2022, 9:31 AM CDT
91	mariyaf@sahcc.org	Jul 26th 2022, 9:31 AM CDT
92	martha@ashercontractors.com	Jul 26th 2022, 9:31 AM CDT
93	martham@recsanantonio.com	Jul 26th 2022, 9:31 AM CDT
94	matt@gilsonsoftware.com	Jul 26th 2022, 9:31 AM CDT
95	mca-smacna@mca-smacna.org	Jul 26th 2022, 9:31 AM CDT
96	mcfarland9598@gmail.com	Jul 26th 2022, 9:31 AM CDT
97	md.ramswx@gmail.com	Jul 26th 2022, 9:31 AM CDT
98	mg.assoc.mgmt@gmail.com	Jul 26th 2022, 9:31 AM CDT
99	Mike@cleanologyservices.com	Jul 26th 2022, 9:31 AM CDT
100	mike@empireroofing.com	Jul 26th 2022, 9:31 AM CDT
101	mike@mcnielroofing.com	Jul 26th 2022, 9:31 AM CDT
102	mkmconstruction@att.net	Jul 26th 2022, 9:31 AM CDT
103	mlp@att.net	Jul 26th 2022, 9:31 AM CDT
104	mlund@hytekgc.com	Jul 26th 2022, 9:31 AM CDT
105	mteel@ncs-tx.com	Jul 26th 2022, 9:31 AM CDT
106	munizjuan60@yahoo.com	Jul 26th 2022, 9:31 AM CDT
107	nawicerin@gmail.com	Jul 26th 2022, 9:31 AM CDT
108	nawicsatx@gmail.com	Jul 26th 2022, 9:31 AM CDT
109	nikkiprt@bellsouth.net	Jul 26th 2022, 9:31 AM CDT
110	orestes.hubbard@utsa.edu	Jul 26th 2022, 9:31 AM CDT
111	proposals@coastprofessional.com	Jul 26th 2022, 9:31 AM CDT
112	ptac@utsa.edu	Jul 26th 2022, 9:31 AM CDT
113	ramrockroofing@gmail.com	Jul 26th 2022, 9:31 AM CDT
114	randyhunter@recind.com	Jul 26th 2022, 9:31 AM CDT
115	raul@apgc.pro	Jul 26th 2022, 9:31 AM CDT
116	rauljr@apgc.pro	Jul 26th 2022, 9:31 AM CDT
117	ray@hillsoftexas.com	Jul 26th 2022, 9:31 AM CDT
118	ray@sandersroofs.com	Jul 26th 2022, 9:31 AM CDT
119	rfpleads@netsync.com	Jul 26th 2022, 9:31 AM CDT
120	robertblume@nir.com	Jul 26th 2022, 9:31 AM CDT
121	robertolivo@tibh.org	Jul 26th 2022, 9:31 AM CDT
122	rodegard@hjdcapital.com	Jul 26th 2022, 9:31 AM CDT

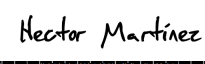
123	roofing3g@gmail.com	Jul 26th 2022, 9:31 AM CDT
124	rvasquez@iecsanantonio.com	Jul 26th 2022, 9:31 AM CDT
125	rwb3servicesllc@gmail.com	Jul 26th 2022, 9:31 AM CDT
126	sales@signius.com	Jul 26th 2022, 9:31 AM CDT
127	sanantonioagc@gmail.com	Jul 26th 2022, 9:31 AM CDT
128	savecocorp@gmail.com	Jul 26th 2022, 9:31 AM CDT
129	sbabb@alphabuilding.com	Jul 26th 2022, 9:31 AM CDT
130	schedule@roofdoctortx.com	Jul 26th 2022, 9:31 AM CDT
131	sean@jmicontractors.com	Jul 26th 2022, 9:31 AM CDT
132	shelly@southtxc.com	Jul 26th 2022, 9:31 AM CDT
133	SHoefer@jnational.com	Jul 26th 2022, 9:31 AM CDT
134	shussain@goodwill.sa.org	Jul 26th 2022, 9:31 AM CDT
135	smsdc@smsdc.org	Jul 26th 2022, 9:31 AM CDT
136	Starling.roofing@yahoo.com	Jul 26th 2022, 9:31 AM CDT
137	Steve@mandmpaint.com	Jul 26th 2022, 9:31 AM CDT
138	suzanne.ballinger@ampyss.com	Jul 26th 2022, 9:31 AM CDT
139	Suzanne@sabor.com	Jul 26th 2022, 9:31 AM CDT
140	Tamara@abcsouthtexas.org	Jul 26th 2022, 9:31 AM CDT
141	tciroofing-2@live.com	Jul 26th 2022, 9:31 AM CDT
142	thefel@phoenixexteriors.com	Jul 26th 2022, 9:31 AM CDT
143	thesamca@gmail.com	Jul 26th 2022, 9:31 AM CDT
144	thomas@nemoiadv.com	Jul 26th 2022, 9:31 AM CDT
145	tme1construction@gmail.com	Jul 26th 2022, 9:31 AM CDT
146	trevinocont@live.com	Jul 26th 2022, 9:31 AM CDT
147	trishalira@usmammoth.com	Jul 26th 2022, 9:31 AM CDT
148	TRuiz@jnational.com	Jul 26th 2022, 9:31 AM CDT
149	valerie.abilityrenovations@gmail.com	Jul 26th 2022, 9:31 AM CDT
150	vinnie@davilaconstruction.com	Jul 26th 2022, 9:31 AM CDT
151	warren@recind.com	Jul 26th 2022, 9:31 AM CDT
152	wolfroofingtx@gmail.com	Jul 26th 2022, 9:31 AM CDT
153	zavala@ntroofing.net	Jul 26th 2022, 9:31 AM CDT

BOARD OF COMMISSIONERS
Regular Board Meeting

RESOLUTION 6288, AUTHORIZING THE AWARD OF A CONTRACT FOR HVAC PRODUCTS, INSTALLATION, LABOR BASED SOLUTIONS, AND RELATED PRODUCT AND SERVICES TO TRANE U.S., INC. THROUGH OMNIA PARTNERS, PUBLIC SECTOR FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$2,000,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

DocuSigned by:

 D7D46F73613F4FA...
Ed Hinojosa, Jr.
President and CEO

DocuSigned by:

 73853D8CC711474...
George Ayala
Director of Procurement

DocuSigned by:

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Hector Martinez
Director of Construction Services and Sustainability

REQUESTED ACTION:

Consideration and approval regarding Resolution 6288, authorizing the award of a contract for HVAC Products, Installation, Labor Based Solutions and Related Products and Services to Trane U.S., Inc. through Omnia Partners, Public Sector for an annual cumulative amount not to exceed \$2,000,000.00; for a period of one year with the option to renew up to four additional one-year terms.

FINANCIAL IMPACT:

The cost for HVAC products, installation, labor based solutions and related products and services is not expected to exceed an annual cumulative amount of \$2,000,000.00 and will be funded through the Capital Fund Program, approved operating budgets, or available reserves.

SUMMARY:

Opportunity Home requires the services of a contractor to maintain, repair, and if required replace the commercial HVAC systems and the chiller and boiler systems at various Opportunity Home properties. This award will also incorporate all services included in Trane's cooperative award through Omnia Partners, Public Sector.

Currently, Opportunity Home has Agreements in place for Residential HVAC Maintenance and Repair, Chiller and Boiler Maintenance and Repair, and Closed Loop Systems Water Treatment.

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

Once the lead public agency has awarded a contract with the supplier, participating Public Agencies in need of similar products and services are able to make purchases through the

Opportunity Home San Antonio**November 2, 2022**

Omnia Partners contracts. This ensures that the same terms and conditions of the lead agency's awarded contract apply to the participants. Opportunity Home is currently a member of Omnia Partners, a nationwide purchasing cooperative.

On June 15, 2022, Racine County Wisconsin, the lead agency for Omnia Partners issued IFB#RC2022-1001 to establish a national cooperative contract for HVAC Products, Installation, Labor Based Solutions, and Related Products and Services that closed on July 21, 2022. Trane U.S. Inc. was the lowest responsive, responsible, and qualified bidder based on the requirements issued in the IFB. Racine County awarded Trane U.S. Inc. contract #3341 that is effective September 1, 2022 to August 31, 2027 with the option to renew for one (1) additional five (5) year period.

Opportunity Home is requesting approval to utilize the services under this awarded contract for a period of one year with the option to renew up to four additional one year terms.

COMPANY PROFILE:

Trane was founded in 1885 and its North American headquarters is in Davidson, North Carolina. They have more than 360 offices throughout the United States and Canada to include Texas office locations in San Antonio, Austin, Dallas, Carrollton, Houston, McGregor, Tyler, and Waco. They are a manufacturer of heating, ventilation, and air conditioning systems, along with building management systems and controls. The services under their Omni Partners awarded contract include Operate, Maintain and Repair; Energy and Sustainability; Design, Upgrade and Modernize; Building Systems and Technologies; Building Management and Automation; and Design and Analysis Software tools.

PRIOR AWARD:

Trane is currently a Board approved award to provide services to include, but not limited to, maintain, repair, and if required replace commercial HVAC and chiller and boiler systems. During the term of the award, they have been engaged to provide: HVAC chiller replacement at Villa Tranchese, chiller and pump system at Villa Hermosa, comprehensive HVAC upgrade at Central Office, preventative maintenance and quarterly air filter changes at Central Office, chiller replacement at Blanco, feasibility and sound assessment study, acoustical project, and domestic hot water boiler controls at Victoria Plaza. They have performed satisfactory under the awarded projects.

CONTRACT OVERSIGHT:

Contract oversight will be provided by Mark DeLuna, Maintenance Superintendent, who will monitor the vendor's adherence to contract requirements and performance.

STRATEGIC OUTCOME:

Opportunity Home's residents live in quality affordable housing.

ATTACHMENT:

Resolution 6288

**Opportunity Home San Antonio
Resolution 6288**

RESOLUTION 6288, AUTHORIZING THE AWARD OF A CONTRACT FOR HVAC PRODUCTS, INSTALLATION, LABOR BASED SOLUTIONS, AND RELATED PRODUCT AND SERVICES TO TRANE U.S., INC. THROUGH OMNIA PARTNERS, PUBLIC SECTOR FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$2,000,000.00; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, Opportunity Home requires the services of a contractor to maintain, repair, and if required replace the commercial HVAC systems and the chiller and boiler systems at various Opportunity Home properties; and

WHEREAS, HUD encourages Housing Authorities to utilize cooperative and interagency agreements to simplify and expedite the procurement processes. Opportunity Home is not required to issue its own competitive solicitation in cases where the use of available contracts are appropriate and in accordance with Opportunity Home's procurement policies; and

WHEREAS, on June 15, 2022, Racine County Wisconsin, the lead agency for Omnia Partners issued IFB#RC2022-1001 to establish a national cooperative contract for HVAC Products, Installation, Labor Based Solutions, and Related Products and Services that closed on July 21, 2022. Racine County awarded Trane U.S. Inc. contract #3341 that is effective September 1, 2022 to August 31, 2027 with the option to renew for one (1) additional five (5) year period; and

WHEREAS, Opportunity Home is requesting approval to utilize the services under this awarded contract for a period of one year with the option to renew up to four additional one year terms; and

WHEREAS, the cost for HVAC products, installation, labor based solutions and related products and services is not expected to exceed an annual cumulative amount of \$2,000,000.00 and will be funded through the Capital Fund Program, approved operating budgets and/or available reserves.

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

- 1) Approves Resolution 6288, authorizing the award of a contract for HVAC Products, Installation, Labor Based Solutions and Related Products and Services to Trane U.S., Inc. through Omnia Partners, Public Sector for an annual cumulative amount not to exceed \$2,000,000.00; 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 and extensions.

Passed and approved the 2nd day of November 2022.

Ana M. "Cha" Guzman

Chair, Board of Commissioners

Attested and approved as to form:

Ed Hinojosa, Jr.

President and CEO



President's Report

November 2022

Organization Selects Director of Internal Audit

Allison Schlegel serves as the Director of Internal Audit for Opportunity Home San Antonio.

Allison, a Southside San Antonio native, brings 14 years of experience to the organization having served as an Internal Auditor and Risk Assessment and Compliance Officer at a financial institution.

Allison holds a Master of Legal Studies degree with a concentration in Business Law and Compliance from Texas A&M University and a Bachelor of Business Administration degree with a concentration in Cybersecurity and Information Systems from Texas A&M University San Antonio.

Married for 12 years with one fur baby, she enjoys playing volleyball, softball, and reading in her free time.

Employee Halloween BOO-nanza Event

Our Halloween BOO-nanza event took place on Oct. 28 at the Opportunity Home Central Office for employees and their families.

Those in attendance enjoyed an afternoon of trick-or-treating, food, and fun activities with prizes being awarded in the following categories — Most Creative, Most Engaging, Cutest, Best Movie Theme, and President's Pick.

Hiring Event and Career Fair

The Community Development Initiatives Department hosted a Career Fair on Oct. 13, at Springview Apartments where residents had the opportunity to speak with employers, participate in one-on-one interviews, and learn about resources in the community.



Digital Inclusion Week

Each October, we celebrate Digital Inclusion Week — a week full of awareness, inspiration, and celebration.

Through a donation from J.Crew, on Oct. 6, ConnectHomeSA provided more than 100 computer monitors with cables to our residents, who are now one step closer to becoming connected.



Grant Secured to Improve Safety at Communities

A \$250,000 grant was received from the U.S. Department of Housing and Urban Development, to bolster safety at a number of its Public Housing communities.

The funds will go toward purchasing surveillance cameras and lighting equipment for Villa Tranchese and Springview, in addition to elderly and disabled communities.

By installing these features, the organization is aiming to reduce crime in and around communities.



Housing America Month

In October, we celebrated Housing America Month — a time to collectively raise awareness of the need for, and the importance of, safe, decent, and affordable housing in quality communities.

Each year, during Housing America Month, public housing agencies and community development organizations host events to showcase the important work they do year-round.

Single Mother Becomes New Home Owner

Noberta Loredo, a single mother, purchased a one-story, two bed and bathroom home in the Villa De Fortuna Subdivision after obtaining financing for a mortgage loan and successfully completing an eight hour HUD-approved pre-purchase homebuyer education class in March.

A first time home buyer, Loredo received \$5,000 closing cost assistance from Opportunity Home for the purchase, and will be occupying the residence with her teenage son.

