

BOARD OF COMMISSIONERS

Gabriel Lopez
Chair

Gilbert Casillas
Vice Chair

Barbara Ankamah Burford
Commissioner

Dalia Contreras
Commissioner

Estrellita Garcia-Diaz
Commissioner

Janet Garcia
Commissioner

Leilah Powell
Commissioner

ACTING PRESIDENT & CEO

Michael Reyes

OPERATIONS AND REAL ESTATE COMMITTEE MEETING OR SPECIAL BOARD MEETING*

1:00 p.m. | Wednesday | October 16, 2024

If this meeting becomes a Special Board Meeting, at least four Commissioners will be physically present at this location 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.

CITIZENS TO BE HEARD

2. **Citizens to be Heard** at approximately 1:00 p.m. (may be heard after this time) Citizens wishing to speak on any issues, including ones not related to items posted on the agenda, should personally request to be placed on the Citizens to be Heard roster before 12:45 p.m. Citizens will be given up to three minutes to speak. Each citizen will be permitted to speak only once. 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.

INDIVIDUAL ITEMS

3. Consideration and appropriate action regarding Resolution 6594, ratifying the award of a contract for Woodhill Apartments renovations to Geofill Material Technologies, LLC dba Geofill Construction (SBE, VBE) for an amount not to exceed \$8,799,626 (George Ayala, Director of Procurement; Hector Martinez, Director of Construction Services and Sustainability)
4. Consideration and appropriate action regarding Resolution 6597, authorizing the award of contracts for temporary and contract personnel services to Dependable Business Solutions dba Dependable Staffing (DBE, ESBE, HABE, MBE, SBE, VBE, HUB); Labor On Demand, Inc.

BOARD OF COMMISSIONERS

Gabriel Lopez Chair	Gilbert Casillas Vice Chair	Barbara Ankamah Burford Commissioner	Dalia Contreras Commissioner	Estrellita Garcia-Diaz Commissioner	Janet Garcia Commissioner	Leilah Powell Commissioner
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ACTING PRESIDENT & CEO

Michael Reyes

dba LOD Staffing (DBE, HABE, MBE, SBE WBE); L.J. Jordan & Associates - San Antonio (WBE); Renhill Staffing Services of Texas (HABE, MBE, SBE, HUB); Remedy Intelligent Staffing; Tri-Starr Personnel, LLC dba Tri-Starr Talent (SBE, WBE); and 22nd Century Technologies, Inc. (ABE, NBE) for an annual cumulative amount not to exceed \$4,000,000; for a period of one year with the option to renew up to three additional one-year terms (George Ayala, Director of Procurement; Aiyana Longoria, Director of Human Resources)

- Consideration and appropriate action regarding Resolution 6599, authorizing the award of contracts for Beacon property management services to Avenue5 Residential, LLC, Foresight Asset Management (HJE), and Homespring Residential Services for an annual cumulative amount not to exceed \$3,000,000 for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Miranda Castro, Chief Asset Management Officer)

DISCUSSION ITEM

- Discussion regarding the City of San Antonio housing bonds

CLOSED SESSION

- Closed Session

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 Semi-Annual Litigation Update
- Discussion and consultation with attorney regarding organizational financial commitments and obligations

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).

- Discussion and consultation with attorney regarding partnership transaction matters
- Consultation with attorney regarding Beacon Properties Expense Audit review

Security Measures/Devices Update/Consultation with Attorney

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

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Commissioner

ACTING PRESIDENT & CEO

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Government Code Sec. 551.076 (deliberation regarding security devices and security audits)

- Discussion and consultation with attorney regarding security updates related to public housing properties

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).

- Discussion and consultation with attorney regarding President and CEO's Performance Goals and Appraisal for 2024-2025

REPORTS

- Procurement Activity Report
- Quarterly Recruitment and Staffing Report

RESOURCE

- Developments Overview Table

8. Adjournment

Posted on: 10/10/2024 5:00 PM

*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 the 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.

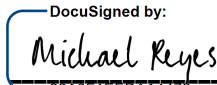
"Pursuant to § 30.06, Penal Code, (trespass by holder license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed handgun."

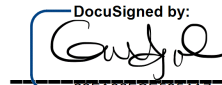
"Pursuant to § 30.07, Penal Code, (trespass by holder license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a handgun that is carried openly."

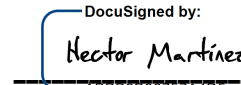
OPPORTUNITY HOME SAN ANTONIO**October 16, 2024**

BOARD OF COMMISSIONERS
Operations and Real Estate Committee Meeting

RESOLUTION 6594, RATIFYING THE AWARD OF A CONTRACT FOR WOODHILL APARTMENTS RENOVATIONS TO GEOFILL MATERIAL TECHNOLOGIES, LLC DBA GEOFILL CONSTRUCTION (SBE, VBE) FOR AN AMOUNT NOT TO EXCEED \$8,799,626

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Michael Reyes
 Acting President and CEO

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George Ayala
 Director of Procurement

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Hector Martinez
 Director of Construction
 Services and Sustainability

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 6594, ratifying the award of a contract for Woodhill Apartments Renovations to Geofill Material Technologies, LLC dba Geofill Construction (SBE, VBE) for an amount not to exceed \$8,799,626.

SUMMARY:

Opportunity Home requires the services of a contractor to perform exterior site improvements at Woodhill Apartments. This project will include the temporary removal of electrical metal panel boxes, demolition and replacement of all exterior wall siding on all buildings, existing windows and sliding glass doors, painting of all buildings, and replacement of the wood fence. The estimated time for completion of this project is 240 days.

On August 15, 2024, Opportunity Home issued a "Request For Proposals" (RFP) #2408-5525 for Woodhill Apartments Renovation, which closed on September 5, 2024. The IFB was published on Opportunity Home's E-Procurement Website, the Hart Beat, and directly solicited to 5,530 vendors. Two proposals were received in response to this solicitation from Geofill Material Technologies, LLC dba Geofill Construction (SBE, VBE) and Prestige Building Group (HABE). Both responses were evaluated on the following criteria: experience, project management plan, key personnel, cost proposal, and strength of the Section 3 and SWMBE Plans. Based on the above, staff is recommending the award of this project to Geofill Material Technologies, LLC dba Geofill Construction. They are the highest-rated, lowest-cost proposer.

Opportunity received Board approval on August 7, 2024 (Resolution 6555) authorizing the Acting President and CEO the authority for emergency action for Board-approved items (normally approved by a quorum of the full Board of Commissioners) for previously approved City Council and Congressional project-funded related contracts over \$250,000. In accordance with this approval, this award is being brought to the next regularly scheduled Board meeting to ratify the award of a contract for the Woodhill Apartments Renovations project (Resolution 6593) approved by the Acting President and CEO.

COMPANY PROFILE:

Geofill Material Technologies was founded in 2003 in Schertz, Texas, with field office locations in Corpus Christi and Houston, Texas. They have been certified as an SBE, VBE by the South Central Texas Regional Certification Agency. Geofill specializes in commercial and

residential services that include construction management services, new construction, rehabilitation and renovations, large and catastrophic loss, roofing, life and safety repairs, interior and exterior restorations, hurricane repairs, painting and flooring, in-house heating and cooling repairs and replacement, energy audits and weatherization, Real Estate Assessment Center (REAC) repairs, concrete spalling, draining corrections, and foundation lifts. Their client list includes, but is not limited to, the City of San Antonio, Nueces County, Travis County, University of Texas, MSI, Blue Skies Retirement, and Foresight Properties.

PRIOR AWARDS:

Geofill Material Technologies has received prior awards from Opportunity Home for La Providencia exterior rehabilitation and site improvements, pre-construction, and general contracting services for SAHA EPC II; Churchill Estates and Encanta Villa Apartments exterior improvements, and new HVAC and water heaters; Cassiano burn units rehabilitation; prefabricated metal building for Garcia Street Urban Farm; Matt Garcia structural repairs; unit make ready for public housing; 10145 Galesburg reconstruction; H.B. Gonzalez structural and foundation repairs; Castle Point burned units rehabilitation; shingle roof repair and limited replacement; breakroom renovations at Central Office; Burning Tree balcony repairs; exterior painting for Westway Apartments; and repair stair treads for Westway Apartments. Geofill has performed satisfactorily under all awarded contracts.

CONTRACT OVERSIGHT:

Contract oversight will be provided by Hector Martinez, Director of Construction Services and Sustainability.

STRATEGIC OUTCOMES:

Opportunity Home residents live in quality affordable housing.
Opportunity Home residents feel safe.

ATTACHMENTS:

Resolution 6594
Scoring Matrix
Slides

**Opportunity Home San Antonio
Resolution 6594**

RESOLUTION 6594, RATIFYING THE AWARD OF A CONTRACT FOR WOODHILL APARTMENTS RENOVATIONS TO GEOFILL MATERIAL TECHNOLOGIES, LLC DBA GEOFILL CONSTRUCTION (SBE, VBE) FOR AN AMOUNT NOT TO EXCEED \$8,799,626

WHEREAS, Opportunity Home requires the services of a Contractor to perform exterior site improvements at Woodhill Apartments; and

WHEREAS, on August 15, 2024, Opportunity Home issued a “Request For Proposals” (RFP) #2408-5525 for Woodhill Apartments Renovation, which closed on September 5, 2024; and

WHEREAS, two proposals were received in response to this solicitation; and

WHEREAS, Opportunity Home received Board approval on August 7, 2024 (Resolution 6555) authorizing the Acting President and CEO the authority for emergency action for Board-approved items (normally approved by a quorum of the full Board of Commissioners) for previously approved City Council and Congressional project-funded related contracts over \$250,000; and

WHEREAS, utilizing the Acting President and CEO’s authority, Resolution 6593 authorized the award of a contract for exterior site improvements at Woodhill Apartments to Geofill Material Technologies dba Geofill Construction. They are the highest-rated, lowest-cost proposer; and

WHEREAS, in accordance with Resolution 6555, this item is being brought to the next regularly scheduled Board meeting to ratify the award of a contract.

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

- 1) Approves Resolution 6594, ratifying the award of a contract for Woodhill Apartments Renovations to Geofill Material Technologies, LLC da Geofill Construction (SBE, VBE) for an amount not to exceed \$8,799,626
- 2) Authorizes the Acting President and CEO or designee to execute all necessary documents and extensions.

Passed and approved this 6th day of November 2024.

Gabriel Lopez
Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes
Acting President and CEO



Scoring Summary

2408-5525 Woodhill Apartments Renovation

	Total	Experience	Project Management Plan:	Key Personnel:	Cost Proposal:	Strength of the Respondent's Section 3 Program Utilization Plan	Strength of the Respondent's S/W/MBE Utilization Statement
Supplier	/ 100 pts	/ 25 pts	/ 15 pts	/ 10 pts	/ 40 pts	/ 5 pts	/ 5 pts
Geofill	90.33 pts	21.67 pts	14 pts	8.667 pts	40 pts	3 pts	3 pts
PRESTIGE BUILDING GROUP, LLC	62.27 pts	16.67 pts	11 pts	8 pts	26.61 pts	0 pts	0 pts

Woodhill Apartments Renovation Ratification

Procurement Process

Procurement Process

Solicitation Process

On August 15, 2024, Opportunity Home issued a “Request For Proposals” **(RFP) #2408-5525** for Woodhill Apartments Renovation, which closed on September 5, 2024.

RFP was published on multiple websites

Directly solicited to **5,530** vendors

Two proposals were received

Evaluation criteria included:

- Experience
- Project Management Plan
- Key Personnel
- Cost Proposal
- Strength of the Section 3 and SWMBE Plans

Staff recommended contract award to Geofill Material Technologies, they are the highest rated, lowest cost proposer.

In accordance with Resolution 6555, authorizing the Acting President and CEO the authority for emergency action for Board-approved items for previously approved City Council and Congressional project related contracts, this item is being brought to the next regularly scheduled Board meeting to ratify the award of a contract.

Procurement Process

Financial Impact

The current award recommendation for Woodhill Apartments Renovation is not expected to exceed an amount of **\$8,799,626.**

Award includes:


Temporary removal of electrical metal panel boxes and demolition and replacement of all exterior wall siding on all buildings, existing windows, sliding glass doors, painting of all buildings and replacement of wood fence

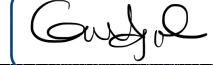
Questions?

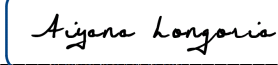
OPPORTUNITY HOME SAN ANTONIO**October 16, 2024**

BOARD OF COMMISSIONERS
Operations and Real Estate Committee Meeting

RESOLUTION 6597, AUTHORIZING THE AWARD OF CONTRACTS FOR TEMPORARY AND CONTRACT PERSONNEL SERVICES TO DEPENDABLE BUSINESS SOLUTIONS DBA DEPENDABLE STAFFING (DBE, ESBE, HABE, MBE, SBE, VBE, HUB); LABOR ON DEMAND, INC. DBA LOD STAFFING (DBE, HABE, MBE, SBE WBE); L.K. JORDAN & ASSOCIATES - SAN ANTONIO (WBE); RENHILL STAFFING SERVICES OF TEXAS (HABE, MBE, SBE, HUB); REMEDY INTELLIGENT STAFFING; TRI-STARR PERSONNEL, LLC DBA TRI-STARR TALENT (SBE, WBE); AND 22ND CENTURY TECHNOLOGIES, INC. (ABE, NBE) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$4,000,000; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO THREE ADDITIONAL ONE YEAR TERMS

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Michael Reyes
 Acting President and CEO

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George Ayala
 Director of Procurement

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Aiyana Longoria
 Director of Human Resources

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 6597, authorizing the award of contracts for temporary and contract personnel services to Dependable Business Solutions dba Dependable Staffing (DBE, ESBE, HABE, MBE, SBE, VBE, HUB); Labor On Demand, Inc. dba LOD Staffing (DBE, HABE, MBE, SBE WBE); L.J Jordan & Associates - San Antonio (WBE); Renhill Staffing Services of Texas (HABE, MBE, SBE, HUB); Remedy Intelligent Staffing; Tri-Starr Personnel, LLC dba Tri-Starr Talent (SBE, WBE); and 22nd Century Technologies, Inc. (ABE, NBE) for an annual cumulative amount not to exceed \$4,000,000; for a period of one year with the option to renew up to three additional one-year terms.

SUMMARY:

Opportunity Home requires the services of staffing agencies to provide temporary trained and skilled workers to staff vacant positions on a short-term basis, while the positions are being advertised and candidates are being screened through the hiring process to meet short-term personnel needs for special projects. This contract is not utilized to provide additional staff outside the approved headcount and staffing complement.

The organization received Board approval on September 6, 2023 (Resolution 6366), authorizing the award of contracts for temporary and contract personnel services for an annual cumulative amount not to exceed \$2,000,000; for a period of one year with the option to renew up to four additional one-year terms. This award was a result of Request For Proposals #2305-5407.

A second approval was received for temporary and contract personnel services on March 6, 2024 (Resolution 6504), authorizing the award of contracts for temporary and contract personnel services for an annual cumulative amount not to exceed \$2,000,000; for a period of one year with the option to renew up to four additional one-year terms. This award was a result of Request For Proposals #2312-5449.

Opportunity Home has determined that it is administratively responsible to combine the two separately approved Board awards for temporary and contract personnel services into one, as they both pertain to the same service. Therefore, staff requests approval to combine the two awards into one for an annual cumulative amount not to exceed \$4,000,000; for a period of one year with the option to renew up to three additional one-year terms. This approval will amend Resolutions 6366 and 6504.

COMPANY PROFILES:

Dependable Business Solutions dba Dependable Staffing was founded in 1996 as a New Jersey Corporation, opening its first Texas office in 2003. This company has been certified as a DBE, ESBE, HABE, MBE, SBE, and VBE by the South Central Texas Regional Certification Agency and a HUB by the State of Texas. They offer services in temporary staffing, temp-to-hire, long-term assignments, executive search, and direct hire programs. Dependable Business Solutions specializes in office administration, information technology, light industrial, and hospitality. They work closely with community development agencies and workforce development programs to bring job opportunities to their graduates and local residents. Additionally, they partner with the organization's Jobs Plus Program, Alamo Community College Districts, Avenida Guadalupe, Goodwill Industries, and AARP to assist with the development and placement of their personnel. Their client list includes Bexar Appraisal District, Superior Maintenance Co., and Kubra Data Transfer.

Labor On Demand, Inc. dba LOD Staffing was founded in 2003 and has two offices in San Antonio, Texas. This agency has been certified as a HABE, MBE, SBE, and WBE by the South Central Texas Regional Certification Agency and a HUB by the State of Texas, and they are also identified on the HUD Section 3 Business Registry. This agency focuses on professional and administrative staffing, manufacturing, construction, and various other positions. Their target markets include government, construction, production, and manufacturing. Their client list includes, but is not limited to, the City of San Antonio, San Antonio Water System, and Tech Port of San Antonio.

L.K. Jordan & Associates was established in 1990 and is headquartered in Corpus Christi, Texas, with field office locations in Austin, Houston, and San Antonio. This agency has been certified as a WBE by the Women's Business Enterprise National Council in partnership with the Women's Business Enterprise Alliance and a HUB by the State of Texas. They are a full-service personnel agency available 24 hours a day, seven days a week. They provide recruiting and staffing services for executive, accounting and finance, administrative, light industrial, engineering, healthcare and medical, and oil and gas. They have worked with housing authorities, including, but not limited to, Corpus Christi Housing Authority and Robstown Housing Authority. Their client list includes, but is not limited to, the Alamo Area Council of Governments, the Regional Transportation Authority, the City of Corpus Christi, Nueces County, Safeguard Systems, Texas Nurses Association, Pedernales Electric Company, and the Archdiocese of San Antonio.

Remedy Intelligent Staffing is a nationwide staffing agency established in 1965 and headquartered in Santa Barbara, California. They have 490 offices with two locations in San Antonio, Texas. This firm self-certifies as a WBE and has been certified as a HUB by the State of Texas. Their staffing solutions include temporary staffing, temp-to-hire, direct placement/executive recruitment, payroll services, applicant screening, and on-site

management. They also offer a knowledge bank skill assessment for the following categories: office/professional, finance/accounting/banking, legal office, graphic arts, customer service/call center, medical office/codes and billers, light industrial, technical, IT/programming, and all major software programs. They offer opportunities in administrative, clerical, call center, financial, light industrial, logistics, IT/IS, skilled or professional. Their client list includes, but is not limited to, Maruchan, Cuisine Solutions, and Printed Supplies, Inc.

Renhill Staffing Services of Texas was established in 1970 and is headquartered in San Antonio, Texas. This firm has been certified as a HABE, MBE, and VBE by the South Central Texas Regional Certification Agency and a HUB by the State of Texas. They offer temp-to-hire, direct hire, payrolling, and on-site facilitator services. Renhill specializes in light industrial, clerical, oil and gas, and skilled trades. Their client list includes, but is not limited to, Abundant Medical, H.B. Zachary Corporation, and National Wholesale Supply.

Tri-Starr Personnel, LLC dba Tri-Starr Talent was established in 1985 and is headquartered in San Antonio, Texas. This agency has been certified as an SBE, WBE by the South Central Texas Regional Certification Agency. They specialize in staffing, including executive search, accounting, administrative, clerical, finance, industrial, manufacturing, professional services, and technology. Their client list includes the City of San Antonio, San Antonio Water System, SafeRide, Southwest Research Institute, Harland Clarke, and several Toyota suppliers, including Futaba, Aisin, and Arvin Sango.

22nd Century Technologies, Inc. was founded in 1997 and is headquartered in Mclean, Virginia, with 39 regional offices, including one in Austin, Texas. They self-certify as Asian/Indian American. This agency places temporary and contract personnel from entry to executive level for various position classifications, including administration and clerical, accounting and finance, customer service, construction, human resource and human capital management, information technology, light industrial, maintenance, and operation and management. This agency has worked with housing authorities including, but not limited to, the Atlanta Housing Authority, the Housing Authority of El Paso, the Housing Authority of the County of Riverside, the Marietta Housing Authority, the Mississippi Regional Housing Authority, the Montgomery Housing Authority, and the Tampa Housing Authority. Their client list includes the City of Arlington, the City of Austin, the City of Dallas, the City of Houston, Dallas County, Houston County, Capital Metro, Dallas Area Rapid Transit, Department of Information Resources (DIR), Fort Bend Independent School District, Houston-Galveston Area Council (H-GAC), San Antonio Water System, San Jacinto Community College District, and Texas Comptroller of Public Accounts.

PRIOR AWARDS:

Dependable Business Solutions dba Dependable Staffing is currently under contract with Opportunity Home to provide temporary and contract personnel services and has performed satisfactorily under all awarded contracts.

Labor On Demand, Inc. dba LOD Staffing is currently under contract with Opportunity Home to provide temporary and contract personnel services and has received prior awards for this service. They performed satisfactorily under all awarded contracts.

L.K. Jordan & Associates is currently under contract with Opportunity Home to provide temporary and contract personnel services and has received prior awards for this service. They have performed satisfactorily under all awarded contracts.

Remedy Intelligent Staffing is currently under contract with Opportunity Home to provide temporary and contract personnel services and has performed satisfactorily under all awarded contracts.

Renhill Staffing Services of Texas is currently under contract with Opportunity Home to provide temporary and contract personnel services and has performed satisfactorily under all awarded contracts.

Tri-Starr Personnel, LLC dba Tri-Starr Talent is currently under contract with Opportunity Home to provide temporary and contract personnel services and has received prior awards for this service. They have performed satisfactorily under the awarded contracts.

22nd Century Technologies, Inc. is currently under contract with Opportunity Home to provide temporary and contract personnel services and has performed satisfactorily under the awarded contract.

CONTRACT OVERSIGHT:

Aiyana Longoria, Director of Human Resources

STRATEGIC OUTCOMES:

Supports all Strategic Outcomes

ATTACHMENTS:

Resolution 6597

Slides

**Opportunity Home San Antonio
Resolution 6597**

RESOLUTION 6597, AUTHORIZING THE AWARD OF CONTRACTS FOR TEMPORARY AND CONTRACT PERSONNEL SERVICES TO DEPENDABLE BUSINESS SOLUTIONS DBA DEPENDABLE STAFFING (DBE, ESBE, HABE, MBE, SBE, VBE, HUB); LABOR ON DEMAND, INC. DBA LOD STAFFING (DBE, HABE, MBE, SBE WBE); L.K. JORDAN & ASSOCIATES - SAN ANTONIO (WBE); RENHILL STAFFING SERVICES OF TEXAS (HABE, MBE, SBE, HUB); REMEDY INTELLIGENT STAFFING; TRI-STARR PERSONNEL, LLC DBA TRI-STARR TALENT (SBE, WBE); AND 22ND CENTURY TECHNOLOGIES, INC. (ABE, NBE) FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$4,000,000; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO THREE ADDITIONAL ONE YEAR TERMS

WHEREAS, Opportunity Home received Board approval on September 6, 2023 (Resolution 6366), authorizing the award of contracts for temporary and contract personnel services for an annual cumulative amount not to exceed \$2,000,000; his award was a result of Request For Proposals #2305-5407; and

WHEREAS, a second approval was received for temporary and contract personnel services on March 6, 2024 (Resolution 6504), authorizing the award of contracts for temporary and contract personnel services for an annual cumulative amount not to exceed \$2,000,000; this award was a result of Request For Proposals #2312-5449; and

WHEREAS, staff have determined that it is administratively responsible to combine the two separately approved Board awards for temporary and contract personnel services into a single award, as they both pertain to the same service; and

WHEREAS, staff requests approval to combine the two awards into one award for an annual cumulative amount not to exceed \$4,000,000; and

WHEREAS, this approval will amend Resolutions 6366 and 6504.

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

- 1) Approves Resolution 6597, authorizing the award of contracts for temporary and contract personnel services to Dependable Business Solutions dba Dependable Staffing (DBE, ESBE, HABE, MBE, SBE, VBE, HUB); Labor On Demand, Inc. dba LOD Staffing (DBE, HABE, MBE, SBE WBE); L.J. Jordan & Associates - San Antonio (WBE); Renhill Staffing Services of Texas (HABE, MBE, SBE, HUB); Remedy Intelligent Staffing; Tri-Starr Personnel, LLC dba Tri-Starr Talent (SBE, WBE); and 22nd Century Technologies, Inc. (ABE, NBE) for an annual cumulative amount not to exceed \$4,000,000; for a period of one year with the option to renew up to three additional one-year terms.

- 2) Authorizes the Acting President and CEO or designee to execute all necessary documents and extensions.

Passed and approved this 6th day of November 2024

Gabriel Lopez

Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes

Acting President and CEO

Temporary and Contract Personnel Services

Procurement Process

Procurement Process

Solicitation Process

June 15, 2023, Opportunity Home issued a “Request For Proposals” **(RFP) #2305-5407** for Temporary and Contract Personnel Services, which closed on July 5, 2023.

December 4, 2023, Opportunity Home issued a “Request For Proposals” **(RFP) #2312-5449** for Temporary and Contract Personnel Services, which closed on January 5, 2024.

The organization received Board approval on September 6, 2023 (Resolution 6366), authorizing the award of contracts for temporary and contract personnel services for an annual cumulative amount not to exceed \$2,000,000; for a period of one year with the option to renew up to four additional one year terms. This award was a result of Request For Proposals #2305-5407.

A second approval was received for temporary and contract personnel services on March 6, 2024 (Resolution 6504), authorizing the award of contracts for temporary and contract personnel services for an annual cumulative amount not to exceed \$2,000,000; for a period of one year with the option to renew up to four additional one year terms. This award was a result of Request For Proposals #2312-5449.

Procurement Process

Financial Impact

The current award recommendation for temporary and contract personnel services is not expected to exceed an annual cumulative amount of **\$4,000,000.**

Award includes:


Combining the two separately approved Board awards for temporary and contract personnel services into a single award

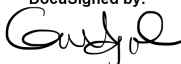
Questions?


OPPORTUNITY HOME SAN ANTONIO**October 16, 2024**

BOARD OF COMMISSIONERS
Operations and Real Estate Committee

RESOLUTION 6599, AUTHORIZING THE AWARD OF CONTRACTS FOR BEACON PROPERTY MANAGEMENT SERVICES TO AVENUE5 RESIDENTIAL, LLC, FORESIGHT ASSET MANAGEMENT (HJE), AND HOMESPRING RESIDENTIAL SERVICES FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$3,000,000 FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

DocuSigned by:

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Michael Reyes
 Acting President and CEO

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George Ayala
 Director of Procurement

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Miranda Castro
 Chief Asset Management Officer

REQUESTED ACTION:

Consideration and appropriate action regarding Resolution 6599, authorizing the award of contracts for Beacon Property Management Services to Avenue5 Residential, LLC, Foresight Asset Management (HJE), and HomeSpring Residential Services for an annual cumulative amount not to exceed \$3,000,000 for a period of one year with the option to renew up to four additional one-year terms.

SUMMARY:

Opportunity Home's Beacon Communities requires the services of third-party property management companies to provide on-site property management services to properties that transition to Beacon Communities' portfolio. Services shall include, but are not limited to, leasing, marketing, operations, compliance with multiple programs, maintenance and capital work, loan and regulatory compliance, financial accounting, and financial management and reporting. The awarded vendors must have demonstrated experience in affordable, tax credit, public housing, mixed-income, and conventional housing management, including familiarity with layer financing, compliance programs, and stakeholders, and have worked with governmental entities, including housing authorities, financial institutions, non-profit, local programs, and stakeholders.

On August 23, 2024, Opportunity Home issued a "Request For Proposals" (IFB) #2406-5527 for Beacon Property Management Services that closed on September 6, 2024. The RFP was published on Opportunity Home's E-Procurement Website, the Hart Beat, and directly solicited to 929 vendors. Five proposals were received in response to this solicitation: Avenue5 Residential, LLC; Foresight Asset Management (HJE); Franklin Apartment Management (WBE); HomeSpring Residential Services; and Reign Asset Management, LLC (WBE). All responses were evaluated on the following criteria: qualifications and experience, key personnel, capacity/financial viability, transition plan, fee proposal, and strength of the respondent's Section 3 and SWMBE Utilization Plans. Based on the above, staff recommends contract awards to the three highest-rated proposers: Avenue5 Residential, Foresight Asset Management, and HomeSpring Residential Services.

COMPANY PROFILES:

Avenue5 Residential was founded in 2014 and is headquartered in Seattle, Washington, with regional offices in Denver, Phoenix, Portland, Salt Lake City, Spokane, Orange County, and greater Washington, D.C. They have local experts in Austin, Dallas, and San Antonio, Texas, Northern and Southern California, Reno, Las Vegas, Albuquerque, Colorado Springs, and Baltimore. They are a third-party property management company providing solutions-based portfolio management services for the multifamily industry. Avenue5 has a compliance group that provides expertise, guidance, and support on all issues related to affordable housing and the federal Housing and Urban Development (HUD) administration, including low-income housing tax credits, HUD loans, and an assortment of inclusionary housing programs monitored by city, county, state and federal agencies. The group also develops best practices and standard procedures for properties to include weekly, monthly, quarterly, semi-annual, and annual preventative maintenance programs, verifies and certifies initial program eligibility, ensures that annual recertifications are performed, periodically verifies income limits and rent limits, and utility allowances to ensure that each owner has the opportunities to maximize income wherever possible. They work with Housing Authorities including, but not limited to, Bexar County Housing Authority, Dallas Housing Authority, Dallas County Housing Authority, Grand Prairie Housing Authority, Garland Housing Authority, Harris County, Houston Housing Authority, Mesquite Housing Authority, Plano Housing Authority, and Plainview Housing Authority.

Foresight Asset Management was founded in 2018 and is headquartered in San Antonio, Texas. This property management company has self-certified as Hasidic Jew. They are a property asset management company with experience managing affordable housing, tax credit properties, public housing, Section 8, mixed-income developments, and conventional housing. They are familiar with layered financial structures, including low-income housing tax credits (LIHTC), historic tax credits (HTC), the Home Investment Partnership program, and state and local government grants and subsidies. Foresight Asset Management provides regular audits and inspections to ensure integrity and adherence to funding requirements; training programs for staff on compliance standards, reporting processes, and resident eligibility; and provides timely submission of program reporting and documentation to reduce vulnerability to audits or penalties. They have worked with housing authorities, including the City of Mercedes Housing Authority, Edcouch Housing Authority, and Housing Authority of the County of Hidalgo. Their client list includes, but is not limited to, American Opportunity for Housing, Alamo Community Group, Gary Nugent Investments, Rockwood Property Management, GCM Capital, Capital Funding Group, The Lynd Company, Noorallah Jooma Development, Raybec Investments, Gene Curran Victory Realty Group, Solaris Properties, and South Texas Economic Development Corporation.

HomeSpring Residential Services was founded in 1982 and is headquartered in San Antonio, Texas. They specialize in the management of senior properties, affordable housing, and conventional properties. To ensure they can devote the time and resources necessary to prioritize every community, they only commit to managing a minimum number of units at any given time. HomeSpring has experience working with both conventional and government-insured mortgage programs. Their accounting systems and management policies are geared to ensure they comply with any and all community regulatory agreements, lenders' operating agreements, and local HUD procedures. HomeSpring Residential is an approved HUD management company and is familiar with the requirements of the Texas State Affordable Housing Corporation (TSAHC) and the Texas Department of Housing and Community Affairs (TDHCA) and has managed properties directly for HUD and HUD/FHA-insured properties. They have an inspection team

overseeing all TDHCA, Uniform Physical Condition Standards (UPCS), HUD Real Estate Assessment Central (REAC), or physical inspections. Their staff is familiar with income certification processes for tax-exempt bonds, as well as bond compliance reporting to the trustees and owners. Their management procedures require regular in-house training classes covering fair housing, OSHA compliance, leasing techniques, preventive maintenance, tax credit compliance, and new legal issues. In addition, all staff are sent regularly to various training courses offered by the Apartment Association. They have worked with housing authorities such as Bexar County Housing Authority, Corpus Christi Housing Authority, and Midland Housing Authority. They manage four properties for San Antonio Housing Trust, 10 for Versa Development, and the Chaminade Apartment Homes for St. Mary's University.

PRIOR AWARDS:

Avenue5 Residential manages Costa Almadena, a property within Asset Management's portfolio.

Foresight Asset Management has received no prior awards from Opportunity Home.

HomeSpring Residential Services manages Bristol at Somerset and Elan Gardens, properties within Asset Management's portfolio.

CONTRACT OVERSIGHT:

Miranda Castro, Chief Asset Management Officer

STRATEGIC OUTCOMES:

Supports all strategic outcomes.

ATTACHMENTS:

Resolution 6599
Scoring Matrix
Slides

**Opportunity Home San Antonio
Resolution 6599**

RESOLUTION 6599, AUTHORIZING THE AWARD OF CONTRACTS FOR BEACON PROPERTY MANAGEMENT SERVICES TO AVENUE5 RESIDENTIAL, LLC, FORESIGHT ASSET MANAGEMENT (HJE), AND HOMESPRING RESIDENTIAL SERVICES FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$3,000,000 FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE YEAR TERMS

WHEREAS, Opportunity Home's Beacon Communities requires the services of third-party property management companies to provide on-site property management services to properties that transition to Beacon Communities portfolio; and

WHEREAS, on August 23, 2024, Opportunity Home issued a "Request For Proposals" (IFB) #2406-5527 for Beacon Property Management Services that closed on September 6, 2024; and

WHEREAS, five proposals were received in response to the solicitation; and

WHEREAS, staff recommends the award of contracts to Avenue5 Residential, LLC, Foresight Asset Management (HJE), and HomeSpring Residential Services.

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

- 1) Approves Resolution 6599, authorizing the award of contracts for Beacon Property Management Services to Avenue5 Residential, LLC, Foresight Asset Management (HJE), and HomeSpring Residential Services for an annual cumulative amount not to exceed \$3,000,000 for a period of one year with the option to renew up to four additional one-year terms.
- 2) Authorizes the Acting President and CEO or designee to execute all necessary documents and extensions.

Passed and approved this 6th day of November 2024.

Gabriel Lopez

Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes

Acting President and CEO



Scoring Summary

2406-5527 Beacon Property Management Services

	Total	Qualifications and Experience	Key Personnel.	Capacity/Financial Viability	Transition Plan	Price Proposal	Section 3 Program Utilization Plan	Strength of the Respondent's S/W/MBE Utilization Statement
Supplier	/ 100 pts	/ 30 pts	/ 20 pts	/ 10 pts	/ 10 pts	/ 20 pts	/ 5 pts	/ 5 pts
Avenue5 Residential	79.33 pts	26 pts	17.33 pts	8 pts	8 pts	20 pts	0 pts	0 pts
HomeSpring Residential Services	76.67 pts	30 pts	18.67 pts	8 pts	8 pts	11 pts	0 pts	1 pts
Foresight Asset Management	72.67 pts	22 pts	13.33 pts	8 pts	8 pts	18.33 pts	3 pts	0 pts
Franklin Apartment Management	49.08 pts	14 pts	9.333 pts	6.667 pts	5.333 pts	13.75 pts	0 pts	0 pts
Reign Asset Management LLC	49.08 pts	14 pts	9.333 pts	3.333 pts	4.667 pts	13.75 pts	3 pts	1 pts

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Beacon Property Management Services

Procurement Process

Procurement Process

Solicitation Process

On August 23, 2024, Opportunity Home issued a “Request For Proposals” **(IFB) #2406-5527** for Beacon Property Management Services that closed on September 6, 2024.

RFP was published on multiple websites

Directly solicited to **929** vendors

Five proposals were received

Evaluation criteria included:

- Qualifications and Experience
- Key Personnel
- Capacity/Financial Viability
- Transition Plan
- Fee Proposal
- Strength of the Respondent’s Section 3 and SWMBE Utilization Plans

Staff recommends contract awards to the three highest-rated proposers: Avenue5 Residential, Foresight Asset Management, and HomeSpring Residential Services.

Procurement Process

Financial Impact

The current award recommendation for Beacon Property Management Services is not expected to exceed an annual cumulative amount of **\$3,000,000.**

Award includes:

On-site property management services for properties that transition to Beacon Communities portfolio. Services shall include, but are not limited to, all aspects of leasing, marketing, operations, compliance with multiple programs, maintenance, and capital work, loan and regulatory compliance, financial accounting, and financial management and reporting.

Questions?

OPPORTUNITY HOME SAN ANTONIO**October 16, 2024****MEMORANDUM**

To: Board of Commissioners

From: Michael Reyes, Acting President and CEO

Presented by: George M. Ayala, Director of Procurement

RE: Procurement Activity Report

DS
MR

CURRENT SOLICITATIONS:

There are currently two Invitation for Bids (IFB) and one Request for Proposals (RFP) being advertised. The IFBs are for Foundation Repair and Stabilization for William Sinkin Apartments and Water Softener Maintenance, Repair, and Installation. The RFP is for Strategic Planning.

CLOSED/PENDING SOLICITATIONS:

Eight solicitations have closed and are currently being evaluated. The solicitations are for President and CEO and Executive Leadership Team compensation review services; bulk pick-up services organization-wide; mowing and ground maintenance for administrative and Public Housing properties; benefits provider; biohazard cleaning and related services; urgent care, physicals, and alcohol-drug testing services; translation and interpreter services; and organizational and structural review.

SOLICITATIONS IN DEVELOPMENT:

Procurement is currently working on several solicitations for advertisement. These include make-ready services for Beacon Communities; fair market rent survey; consulting services for rental market study; office cleaning services; copper purchase and haul off; Riverside Apartments exterior renovations; development initiative consulting services; commercial property management; professional employer organization recruitment services; foundation repair and stabilization for T.L. Shaley Apartments; insurance broker of record commercial, casualty and other organization insurance related services; irrigation services; debt collection services; inspection, evaluation, repair, and/or stabilization of foundations; rent comparability study; and cabinets.

PROPOSED ACTION:

None at this time.

STRATEGIC OUTCOMES:

Supports all strategic outcomes.

ATTACHMENTS:

Procurement Activity Report
Business Categories

Procurement Activity Report as of September 30, 2024				
Solicitations Currently being Advertised				
Opportunity Home Department	Type	Solicitation Name	Bidders Conference	Closes
Executive	RFP	Strategic Planning	N/A	10/21/2024
Public Housing	IFB	Foundation Repair and Stabilization for William Sinkin Apartments	N/A	10/04/2024
Public Housing	IFB	Water Softener Maintenance, Repair, and Installation	N/A	10/17/2024
Board Items			Date Closed	
Beacon Communities	RFP	Ratification: Woodhill Apartments Renovation	09/05/2024	October 16, 2024 Operations and Real Estate Committee Meeting and November 6, 2024 Regular Board Meeting
Beacon Communities	RFP	Beacon Property Management Services	09/13/2024	
Public Housing	N/A	Fire Protection Improvements for Blanco Apartments and Matt Garcia Apartments	N/A	
Human Resources	N/A	Temporary and Contract Personnel Services	N/A	
Solicitations Under Evaluation				
Board of Commissioners	RFP	President and CEO and Executive Leadership Team Compensation Review	04/03/2024	Procurement Negotiations, Due Diligence, and Evaluation
Organization Wide	IFB	Bulk Pick-Up Services Organization Wide	08/07/2024	
Public Housing	IFB	Mowing and Ground Maintenance for Administrative and Public Housing Properties	08/07/2024	
Human Resources	RFP	Benefits Provider	08/16/2024	
Organization Wide	IFB	Biohazard Cleaning and Related Services	09/06/2024	
Human Resources	QQ	Urgent Care, Physicals, and Alcohol-Drug Testing Services	09/25/2024	
Public Affairs	RFP	Translation and Interpreter Services	09/20/2024	
Executive	RFP	Organizational and Structural Review	10/01/2024	
Future Solicitations		Solicitation Name	Anticipated Month of Release	
Beacon Communities		Make Ready Services for Beacon Communities	Department Hold	
		Fair Market Rent Survey	Department Hold	
		Consulting Services for Rental Market Study	Department Hold	
		Office Cleaning Services	Department Hold	
Construction Services and Sustainability		Copper Purchase and Haul Off	October 2024	
		Riverside Apartments Exterior Renovations	October 2024	
Development Services and Neighborhood Revitalization		Development Initiative Consulting Services	Department Hold	
Executive		Commercial Property Management	November 2024	
Human Resources		Professional Employer Organization Recruitment Services	October 2024	
Public Housing		Foundation Repair and Stabilization for T.L. Shaley Apartments	October 2024	
Risk		Insurance Broker of Record for Commercial, Casualty and Other Organizational Insurance Related Services	October 2024	
Organization Wide		Irrigation Services	October 2024	
		Debt Collection Services	November 2024	
		Inspection, Evaluation, Repair, and/or Stabilization of Foundations	Department Hold	
		Rent Comparability Study	Department Hold	
		Cabinets	Department Hold	

Business Categories

Opportunity Home Department	Solicitation Name	Vendor	Amount	Date
Awards Under President and CEO Expanded Authority				
Public Housing	Boiler for Villa Hermosa	The Brandt Companies	\$236,120	9/9/2024
Operations Support	Printing and Mailout Services	The Watermark Group	\$250,000	9/26/2024
Beacon Communities	Woodhill Apartments Renovations	Geofill Material Technologies	\$8,799,626	9/27/2024
Awards Under Contracting Officer Authority				
Beacon Communities	Concrete sidewalk removal and replacement at Cottage Creek	Texas Asphalt	\$38,993	9/13/2024
Construction Services and Sustainability	Consulting Services and Master Developer for Solar Installations	Big Sun Solar	\$40,703	9/23/2024
IT Purchases (Resolution 6010 authorizing the use of Cooperative Purchasing Contracts and General Services Administration (GSA Federal Supply Schedules))				
Innovative Technology	Additional Google Licenses	SADA	\$29,580	9/5/2024
Innovative Technology	Network Video Recorders	VIA Technology	\$268,203.20	9/23/2024

Recruitment Update

Fiscal Year Activity: July 1, 2024 - Sept. 30, 2024

AGENDA

- Year To Date FY 24 -25
 - Total Headcount
 - Variance
 - Actual Vacancies
- Staffing by Department FY 24 -25
- Recruitment Processes
 - Promotions/Working Out of Class
 - Temporary Status Employees
- Recruitment Activity

Year to Date FY 24-25

Total Headcount

DESCRIPTION	7/1/24 - 6/30/24
FT Headcount On 7/1/2024	582
New Hires	7
Departures	-40
Total Headcount	549

Year to Date FY 24-25

Variance

DESCRIPTION	7/1/24 – 6/30/24
Current Budgeted Position 07/01/24	678
Current Total Headcount	-549
Variance	129

Year to Date FY 24-25

Actual Vacancies

DESCRIPTION	7/1/24 - 9/30/24
Variance on 09/30/24	129
Positions on Hold	-52
Temp Status, WOCs, Interims, PreScreen Process	-36
Actual Vacancies	41

Total Full Time Staff by Department

07/1/2024 - 9/30/2024

Totals for the Period 07/01/24 through 09/30/24													
Department	FT HC ON 07/01/2024	FT HIRES	TRANSFERS IN	TRANSFERS OUT	Add C&D	FT TERMS	CURRENT FT HC	BUDGETED FT	BUDGET VARIANCE	HOLDS	TEMP/WOC OR PRE-HIRE	BUDGET VACANCIES	
Asset Management	4	0	1	0	5	0	5	4	-1	0	0	-1	
Assisted Housing Programs	68	0	1	0	69	-3	66	71	5	-3	0	2	
Beacon	98	1	1	-1	99	-9	90	121	31	-14	-12	5	
Community Development Initiatives	42	2	1	-1	44	-2	42	50	8	0	-3	5	
Construction	11	0	1	0	12	0	12	13	1	0	0	1	
DSNR	6	2	0	-2	6	0	6	9	3	0	0	3	
Equity Diversity Inclusion	1	0	0	0	1	0	1	2	1	0	0	1	
Executive	9	0	0	0	9	-2	7	9	2	0	0	2	
Finance and Accounting	24	2	0	0	26	-5	21	28	7	0	-1	6	
General Services	6	0	0	0	6	0	6	6	0	0	0	0	
Human Resources	11	0	0	0	11	-1	10	12	2	0	0	2	
Innovative Technology	14	0	0	0	14	0	14	15	1	0	0	1	
Internal Audit	6	0	0	0	6	0	6	6	0	0	0	0	
Legal	2	0	0	0	2	0	2	2	0	0	0	0	
Operations Support	50	0	1	-2	49	-1	48	59	11	0	-5	6	
Policy And Planning	6	0	0	0	6	0	6	7	1	0	0	1	
Procurement	8	0	0	0	8	-1	7	8	1	0	0	1	
Public Affairs	6	0	0	0	6	0	6	8	2	0	0	2	
Public Housing	199	0	3	-3	199	-15	184	237	53	-35	-15	3	
Regulatory Oversight	3	0	0	0	3	0	3	3	0	0	0	0	
Risk Management	4	0	0	0	4	-1	3	4	1	0	0	1	
Security	4	0	0	0	4	0	4	4	0	0	0	0	
	Page 40 of 44												
TOTAL	582	7	9	-9	589	-40	549	678	129	-52	-36	41	

Recruitment Processing

7/1/2024 – 9/30/2024

Promotions

- 18 Formal Promotions
- 2 Working Out of Class

Temporary Status Activity

- 36 Active Temporary Status Employees at 9/30/24
- 16 Project Temps at 9/30/24
- 1 Transitions from Temporary Status to Full Time Hires
- 59 Total Temporary Assignments

Recruitment Activity

Job Fairs

TX CPA Accounting Careers Workshop - Sept. 27, 2024

Questions?

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