

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD OF COMMISSIONERS

Chairperson - Carl S. Richie, Jr.

Charles Bailey

Tyra Duncan-Hall

Isaac Robinson

Edwina Carrington

Michael G. Gerber, President & CEO



BOARD OF COMMISSIONERS Regular Meeting

**Thursday, May 18, 2017
at 12:00 noon**

HACA's Central Office

**1124 S. IH 35
Austin, Texas**

**PUBLIC NOTICE OF A MEETING
TAKE NOTICE OF A BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
OF THE HOUSING AUTHORITY OF THE CITY OF AUSTIN**

**TO BE HELD AT
HACA Central
1124 S. IH 35, Austin, Texas
(512.477.4488)**

COMMENCING AT 12:00 NOON ON THURSDAY, MAY 18, 2017, TO CONDUCT BUSINESS AS FOLLOWS:

**CALL TO ORDER, ROLL CALL
CERTIFICATION OF QUORUM**

Carl S. Richie, Jr., Chairperson

Pledge of Allegiance

Citizens Communication - (Note: There will be a three-minute time limitation)

Citywide Advisory Board Update

Recognition of TXNAHRO Resident of the Year and Scholarship Winners

CONSENT AGENDA

Items on the Consent Agenda may be removed at the request of any Commissioner and considered at another appropriate time on this agenda. Placement on the Consent Agenda does not limit the possibility of any presentation, discussion, or action at this meeting. Under no circumstances does the Consent Agenda alter any requirements under Chapter 551 of the Texas Government Code, Texas Open Meetings Act.

CONSENT AGENDA

APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS:

ITEM 1A: Presentation, Discussion, and Possible Action regarding the Approval of a Board Minutes Summary for the Board Meeting held on April 20, 2017

Michael Gerber
President & CEO

ITEM 1B: Presentation, Discussion and Possible Action of Resolution No. 2498: Approval of a Contract for Phase II Parking and Site Renovations at Thurmond Heights Apartments

Jimi Teasdale
Dir. Planning & Dev.

ACTION ITEMS

APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS:

ITEM 2: Presentation, Discussion and Possible Action regarding Resolution No. 2499: Approving the submittal of the Section 8 Management Assessment Program (SEMAP) Certification to the Department of Housing and Urban Development (HUD)

Lisa Garcia
Vice President, Assisted
Housing

ITEM 3: Presentation, Discussion, and Possible Action regarding Resolution No. 2500: Approval to Enter into a Multiple Party Interlocal Cooperation Agreement for the Procurement of Consulting Services Related to An Assessment of Fair Housing, not to exceed \$50,000.

Kelly Crawford
Director of Compliance

ITEM 4: Presentation, Discussion and Possible Action regarding Resolution No. 2501: Award of a Contract to Covered Wagon Moving for resident moving services at Gaston Place and Georgian Manor in an amount not to exceed \$394,596

Ann Gass
Dir. Of Strat Housing Initiatives

ITEM 5: Presentation, Discussion and Possible Action regarding Resolution No. 2502: Awarding a contract for Architectural and Engineering services for RAD rehabilitation work at Booker T. Washington and Meadowbrook Apartments to Tyson and Billy Architects in an amount not to exceed \$150,000.

Ann Gass
Dir. Of Strat Housing Initiatives

ITEM 6: Presentation, Discussion, and Possible Action regarding Resolution No. 2503: Approving Resolution of Austin Affordable PFC, Inc. Providing For The Issuance of Its Multifamily Housing Revenue Bonds (Pathways at Gaston Place) Series 2017A and Multifamily Housing Revenue Bonds (Pathways at Gaston Place) Series 2017B and To Take Such Other Actions Necessary Or Convenient To Facilitate The Development of the Pathways at Gaston Place

Ron Kowal
Vice President of AAHC

*The Housing Authority of the City of Austin (HACA) Board of Commissioners reserves the right to discuss and consider items out of order on the agenda on an as needed basis.

The Housing Authority of the City of Austin is committed to compliance with the Americans with Disability Act. Reasonable modifications and equal access to the communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call Judy Paciocco or Nidia Hiroms at HACA at 512.477.4488, for additional information; TTY users route through Relay Texas at 711. For more information on HACA, please contact Nidia Hiroms at 512.477.4488 x 2104.

ITEM 7: Presentation, Discussion, and Possible Action regarding Resolution No. 2504: Authorizing The Housing Authority of the City Of Austin (the "Authority") To Take Such Actions Necessary or Convenient to Facilitate the Development and Rehabilitation of the Pathways at Gaston Place (the "Project")

Ron Kowal
Vice President of AAHC

EXECUTIVE SESSION

Carl S. Richie, Jr., Chairperson

The Board may go into Executive Session (close its meeting to the public) Pursuant to:

- a.* § 551.071, Texas Gov't Code, consultations with Attorney regarding legal advice, pending or contemplated litigation; or a settlement offer;
- b.* §551.072, Texas Gov't Code, discussion about the purchase, exchange, lease or value of real property;
- c.* §551.074, Texas Gov't Code, discuss 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, including but not limited to evaluation of the President/CEO.
- d.* §551.087, Texas Gov't Code, discuss certain economic development negotiations.

OPEN SESSION

If there is an Executive Session, the Board will return to Open Session for discussion, consideration and possible action of matters discussed in Executive Session.

REPORTS

The Board accepts the following reports:

- President's Report
- Other Staff Reports
- Commissioners' Reports/Questions to the Department Staff

ADJOURNMENT

"Pursuant to § 30.06, Penal Code, (trespass by holder of license 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 of license 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."

"En virtud del § 30.06, Código Penal, (traspaso titular de licencia con una pistola), una persona bajo el subcapítulo H, capítulo 411, código de gobierno (Ley de licencia de arma o pistola), no se permiten en este reunión con una arma o pistola.

"En virtud del § 30.07, Código Penal (prevaricación por titular de la licencia con un arma o pistola abiertamente llevado), una persona bajo el subcapítulo H, capítulo 411, código de gobierno (Ley de licencia de arma o pistola), no se permiten en esta reunión con un arma o pistola que lleva abiertamente.

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

**CALL TO ORDER
AND
ROLL CALL**

Carl S. Richie, Jr., Chairperson	_____
Charles Bailey, Vice-Chairperson	_____
Tyra Duncan-Hall, 2nd Vice-Chairperson	_____
Edwina Carrington, Commissioner	_____
Isaac Robinson, Commissioner	_____

**May 18, 2017
Regular Meeting**

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

United States Pledge of Allegiance

**May 18, 2017
Regular Meeting**

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

Citizens Communication

**May 18, 2017
Regular Meeting**

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

Citywide Advisory Board Report

**May 18, 2017
Regular Meeting**

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

**Recognition of TXNAHRO Resident of the Year and
Scholarship Winners**

**May 18, 2017
Regular Meeting**

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

CONSENT AGENDA

AGENDA ITEM NO. 1A

**Presentation, Discussion, and Possible Action regarding the
Approval of a Board Minutes Summary for the Board
Meeting held on April 20, 2017**

HOUSING AUTHORITY OF THE CITY OF AUSTIN BOARD OF COMMISSIONERS REGULAR BOARD MEETING

APRIL 20, 2017

SUMMARY OF MINUTES

THE HOUSING AUTHORITY OF THE CITY OF AUSTIN (HACA) BOARD OF COMMISSIONERS PUBLIC MEETING NOTICE WAS POSTED FOR 12:00 NOON ON THURSDAY, APRIL 20, 2017, AND WAS HELD AT HACA'S CENTRAL OFFICE, 1124 S. IH 35, AUSTIN, TEXAS

CALL TO ORDER, ROLL CALL, CERTIFICATION OF QUORUM

The Board of Commissioners Regular Board Meeting of the Housing Authority of the City of Austin, of April 20, 2017, was called to order by Chuck Bailey, HACA Vice Chairperson, at 12:12 p.m. The meeting was held at HACA's Central Office, 1124 S. IH 35, Austin, Texas

Roll call certified a quorum was present.

MEMBERS PRESENT:

Charles Bailey, Vice Chairperson
Tyra Duncan-Hall, 2nd Vice Chairperson
Edwina Carrington, Commissioner
Isaac Robinson, Commissioner

MEMBER(S) ABSENT:

Carl S. Richie, Jr., Chairperson

STAFF PRESENT:

Ann Gass, Andrea Galloway, Catherine Crago, Kelly Crawford, Lisa Garcia, Michael Cummings, Michael Gerber, Michael Roth, Nidia Hiroms, Nora Morales, Pilar Sanchez, Ron Kowal, Subra Narayaniyer, Suzanne Schwertner, Sylvia Blanco and Thomas Cherian.

CITIZENS COMMUNICATION – None.

CITYWIDE ADVISORY BOARD (CWAB) REPORT – **Mike Gerber**, President & CEO of HACA reported that the Citywide Advisory Board met on April 18th. The CWAB met with representatives from Harvard University who are studying the implementation of the no smoking policy that HACA implemented last year (successes, challenges) and are looking to Austin as an example of how to be effective in putting a no smoking policy in place. **Pilar Sanchez**, HACA Vice President of Community and Development, reported that staff is working with **Rachel Martinez**, CWAB President, and her leadership team to do some strategic planning on issues that are most important, and where the residents can be most impactful. **Mike Gerber** reported that **American Gateways**, attorneys who are providing legal immigration counseling to families that are mixed and mixed status, briefed HACA property presidents and vice-presidents on Immigration and Customs Enforcement (ICE) procedures. HACA has a policy in place that was developed by **Mr. Jim Eubank**, HACA Legal Counsel, that addresses the proper procedures for staff and residents to follow should they be approached by an ICE agent.

Employee of the Quarter - Naomi Hernandez, HACA Buyer, is the Employee of the Quarter. Naomi has been with HACA for 12 years and is very deserving of this award due to her excellent organizational, training and problem solving skills. Naomi is a natural trainer and she loves assisting others.

Mike Gerber announced that HACA received eight awards from the Texas Chapter of the National Association of Housing and Redevelopment Officials (TX NAHRO) for its service and publications. Publication awards were received for Best Newsletter and Best Annual Report.

Several individuals were recognized for their exceptional accomplishments and commitment. Those receiving awards:

- **Scholarship Award Winner: Ndabitezimana "Sophie" Asifiwe**, Santa Rita Courts
- **Scholarship Award Winner: Yousef Yournes**, Bouldin Oaks
- **Resident of the Year: Bill Alexander**, Northloop

These recipients will be invited to the May Board meeting and will be acknowledged for receiving these scholarships.

- **Management Person of the Year: Suzanne Schwertner**, Project Development Manager for the Austin Affordable Housing Corporation (AAHC)

Suzanne was named Management Person of the Year. Suzanne's hard work, dedication, and timeless effort in assisting HACA residents in the home- buying process makes her very deserving of this award . Suzanne has been on the front lines of the U.S. Department of Housing and Urban Development's (HUD) Rental Assistance Demonstration (RAD) since the

inception of the program and was the very first person at HACA to start investigating RAD when the agency was looking for ways to improve and preserve its current public housing stock. Today, HACA has converted eight of its 18 public housing properties to Project Based Rental Assistance. Suzanne has been instrumental in organizing the finite details of HACA's RAD financing plans, public hearings, post-closing and construction processes. She coordinates with lenders, investors, tile companies, attorneys, city officials, and state agencies to ensure HACA's RAD transactions are successfully completed and closed. In short, she is the go-to person for everything associated with RAD, and is the beginning-to-end transaction manager. It is not a stretch of the imagination to say that without Suzanne's expertise, HACA would have a difficult time closing a successful RAD transaction. Suzanne often acts as a RAD consultant to other public housing authorities to offer help and guidance as they navigate the RAD process. She has served on numerous RAD panels to share her experience with closing various transactions. In addition to her work with HACA's RAD conversion, Suzanne is responsible for overseeing all of AAHC's construction development. She is a self-taught real estate construction and development manager. Through hard work and her own due diligence, Suzanne earned certification as a Residential Mortgage Loan Originator and obtained her Real Estate Sales license. She has helped more than 100 families buy their own homes through HACA's Down Payment Assistance program, and has helped provide homes for countless others through AAHC's acquisitions and new construction projects. Suzanne is truly one of the unsung heroes of this agency, continually working behind the scenes to ensure the expansion and preservation of HACA's affordable housing resources.

- **Commissioner of the Year: Edwina Carrington**, Commissioner of the Year

Commissioner Carrington was appointed to the HACA Board of Commissioners in September 2013, bringing with her more than two decades of experience and leadership in the public and private sectors including housing finance agencies, state and local governments, asset management companies, foundations and equity providers. Commissioner Carrington's invaluable knowledge of the tax credit industry has helped to guide the agency through a Rental Assistance Demonstration (RAD) conversion. Her knack for deciphering the complexities of the LIHTC program with her fellow commissioners has been of great benefit to HACA. With her expertise and support, HACA has successfully transitioned the first five of its 18 public housing properties to Project Based Rental Assistance. Commissioner Carrington has worked hard to create an atmosphere of accountability, fairness, and transparency in housing finance while always keeping residents' quality of life in the forefront and that is why she was chosen as Commissioner of the Year.

- **Executive of the Year**

Thomas Cherian, HACA Vice President and Chief Financial Officer has been named Executive of the Year. Mr. Cherian began his career with HACA in 1995 and has turned the agency from a financially troubled agency to one of the highest-performing public housing agencies in the nation. During Mr. Cherian's tenure, HACA has remained steadfast in its accordance with the U.S. Department of Housing and Urban Development's rules and regulations. As a result of Mr. Cherian's prudent management of HACA's financial resources, the agency has consistently earned stellar independent audit reports and he has built and maintained a talented team of dedicated and hardworking staff members. Mr. Cherian is helping lead the charge in HACA's Rental Assistance Demonstration (RAD) conversion and has already been instrumental in helping the agency convert eight of its 18 public housing properties to PBRA, and will be an invaluable member of the team during the rest of the transition process.

Beth Phillips, HACA Communications Manager gave a quick demonstration on the new HACA website. The Austin Affordable Housing Corporation website will be launched the week of April 24th.

CONSENT AGENDA

APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS:

ITEM 1A: Presentation, Discussion, and Possible Action regarding the Approval of a Board Minutes Summary for the Board Meeting held on March 9, 2017

Commissioner Duncan-Hall moved to approve the Board Minutes Summary for the Board Meeting held on March 9, 2017 as presented. **Commissioner Carrington** seconded the motion. The motion passed. (4-Ayes and 0-Nays).

ITEM 1B: Presentation, Discussion and Possible Action regarding Resolution No. 2491: Approving the Write-off of the uncollectible accounts of vacated tenants for the seven-month period ending March 31, 2017

The regulations of the U.S. Department of Housing and Urban Development require the Commissioners of the Housing Authority of the City of Austin to approve the write-off of the uncollectible accounts of vacated tenants. The attached list represents amounts due by tenants who moved from the developments, as of March 31, 2017 and were not written off previously. The Finance Department sent notification to the former tenants by certified mail of the amounts due and informed them that they will be reported to the credit bureau. None of the tenants listed have responded. We are in the process of signing a contract with a collection agency to follow up with those moved out tenants and also make the reporting to the credit bureau.

Commissioner Duncan-Hall moved to approve Resolution No. 2491: Approving the Write-off of the uncollectible accounts of vacated tenants for the seven-month period ending March 31, 2017. **Commissioner Carrington** seconded the motion. The motion passed. (4-Ayes and 0-Nays).

ITEM 1C: Presentation, Discussion and Possible Action on Resolution No. 2493: Approval of the Public Housing Utility Allowances and Flat Rents

HACA has the responsibility to conduct a regular review of utility costs and update the utility allowances accordingly. HACA contracted with Facility Strategies Group, LLC (FSG) to conduct this study. After going through review and revisions of this study, HACA is presenting the updated utility allowances as identified by FSG. The result is a decrease in the utility allowances across all properties except for scattered sites. A separate study conducted with Austin Energy that reviewed 100% of actual utility costs at these properties provided very similar results. As a result, staff believes that this decrease is a true reflection of actual costs. As a result of the change in utility allowance, HACA is required to update the flat rent schedule. PIH Notice 2014-12 states that when a flat rent family pays utility costs directly to the utility provider, the flat rent must be adjusted downward by the amount of the utility allowance. This maintains equal treatment of flat rent families that pay utilities and flat rent families that don't pay any utilities. *Organizational Structure:* The proposed changes will only affect residents living in properties that are still in the Conventional Public Housing program. If approved, they will go into effect on May 1, 2017. The RAD Project Based Rental Assistance properties will undergo a different utility allowance review.

Commissioner Duncan-Hall moved to approve Resolution No. 2493: Approval of the Public Housing Utility Allowances and Flat Rents. **Commissioner Carrington** seconded the motion. The motion passed. (4-Ayes and 0-Nays).

ITEM 1D: Presentation, Discussion and Possible Action on Resolution No. 2494: Approval of the Affirmative Fair Housing Marketing Plans for Gaston Place, Booker T. Washington, Meadowbrook and Thurmond Heights

The purpose of affirmative marketing is to ensure that individuals of similar income levels in the same housing market area have a like range of housing choices available to them regardless of their race, color, national origin, religion, sex disability or familial status (PIH Notice 2012-32). HUD requires all RAD applicants to provide proof of submission of an Affirmative Fair Housing Marketing Plan (AFHMP). HACA conducted a review of the demographic information for each property and waiting list. This was compared to the same data points for the census tract, Travis County and the Metropolitan Statistical Area (Austin-Round Rock). Based on each comparison, HACA determined which group(s) would be less likely to apply and developed a marketing plan for each identified group. HACA is responsible to follow the marketing plans for each property. However, if the waiting list for a property is closed, there is no obligation to conduct marketing during the time the list is closed. HACA will conduct targeted marketing to the following groups for each property: Gaston Place: White, Asian and Hispanic; Booker T Washington: White; Meadowbrook: White and Asian.

Commissioner Duncan-Hall moved to approve Resolution No. 2494: Approval of the Affirmative Fair Housing Marketing Plans for Gaston Place, Booker T. Washington, Meadowbrook and Thurmond Heights. **Commissioner Carrington** seconded the motion. The motion passed. (4-Ayes and 0-Nays).

ITEM 1E: Presentation, Discussion and Possible Action of Resolution No. 2495: Approval of a Contract for Thurmond Heights Site Lighting Renovations

Commissioner Duncan-Hall moved to approve Resolution No. 2495: Approval of a Contract for Thurmond Heights Site Lighting Renovations. **Commissioner Carrington** seconded the motion. The motion passed. (4-Ayes and 0-Nays).

ACTION ITEMS

APPROVAL OF THE FOLLOWING ITEMS PRESENTED IN THE BOARD MATERIALS:

ITEM 2: Presentation, Discussion and Possible Action regarding Resolution No. 2492: Authorizing HACA to Project-base up to 25 Veterans Affairs Supportive Housing (VASH) Vouchers to Elysium Grand and Wheelless Manor Apartment DeLoach Property Interest in response to a Request for Proposal issued on February 13, 2017

On November 14, 2016, HACA was awarded 75 Project-based VASH Vouchers which combines rental assistance from HUD with case management and clinical services provided by the Veterans Affairs (VA). The Housing Authority issued a Request for Proposals on November 20, 2016 soliciting proposals from developers/owners to provide rental units under the Project-based VASH program. HACA received one proposal from Austin Travis County Integral Care and awarded 25 project-based VASH vouchers to ATCIC. On February 13, 2017, HACA issued a Request for Proposals seeking additional submissions to utilize the remaining 50 Project-based VASH Vouchers. Three proposals were received from Elysium Grand, Wheelless Manor Apartment DeLoach Property Interests, and Heroes Lodge. The proposals were reviewed and Elysium Grand and Wheelless Manor Apartment DeLoach Property Interests received the highest scores. The evaluation criteria was based on a described supportive services plan; financial feasibility; previous development and property management experience; project design; commitment to serve homeless and chronic homeless veterans; if property is located in a high opportunity area; and the projects readiness. The evaluation committee recommended awarding VASH project-based vouchers to Elysium Grand and Wheelless Manor, however, staff's recommendation, at this time, is to modify the resolution to remove Wheelless Manor and award vouchers to Elysium Grand only, for up to 25 vouchers. There is still some additional due diligence work to be done on Wheelless Manor before staff brings this item back to the Board. Elysium Grand is an 80 unit affordable housing development located at 3300 Oak Creek Drive in northwest Austin.

Commissioner Duncan-Hall moved to approve Resolution No. 2492: Authorizing HACA, with the Amendment, to Project-base up to 25 Veterans Affairs Supportive Housing (VASH) Vouchers to Elysium Grand only. **Commissioner [REDACTED]** seconded the motion. The motion passed. (4-Ayes and 0-Nays).

ITEM 3: Presentation, Discussion and Possible Action of Resolution No. 2496: Authorizing the Housing Authority of the City of Austin to take the following actions with regard to the Sterling Springs Apartments in Austin, Texas

AAHC was presented with an opportunity to purchase the Sterling Springs Apartment complex totaling 172 units at 2809 W. William Cannon Drive located in Southwest Austin. This property is in a high growth area providing residents with access to a large base of employers in the Austin area and exceptional schools that are located in the Austin Independent School District. The property benefits from a neighborhood location with excellent access to MoPac Expressway via William Cannon Drive. Originally built as condominiums in 1984, currently all 172 units serve residents who are at 80% or below median family income. HACA plans to partner with Enterprise Community Investment, a 501(c)(3) Corporation, whose mission is similar to AAHC of furthering the availability of affordable housing in high opportunity areas with low poverty rates. HACA and Enterprise will be partners with an investment not to exceed \$3,000,000 per partner. The purchase price is \$17,751,000 and will be financed in an amount not to exceed \$13,225,000 by Bellwether Enterprise with an interest rate at approximately 4.22%. The property, once purchased shall be managed by Austin Management Professionals (AMP), which has managed AAHC's non-tax credit property portfolio since 2005. The approval of Resolution No. 2496 would allow AAHC to acquire the site, lease the development to the owner of the development, authorize HACA to utilize up to \$3,000,000 in available funds for this acquisition and any such actions necessary or convenient to carry out this resolution.

Commissioner Duncan-Hall moved to approve Resolution No. 2496: Authorizing the Housing Authority of the City of Austin to take the following actions with regard to the Sterling Springs Apartments in Austin, Texas, not to exceed \$3,000,000 from AAHC reserves. **Commissioner Carrington** seconded the motion. The motion passed. (4-Ayes and 0-Nays).

THE BOARD TOOK A BRIEF RECESS AT 1:20 PM AND THE MEETING RESUMED AT 1:28 PM.

Ann Gass gave an update on HUD's Rental Assistance Demonstration (RAD) program.

THE BOARD DID NOT RECESS INTO EXECUTIVE SESSION.

REPORTS

The Board accepts the following reports:

- **Michael Gerber**, HACA President
- **Ron Kowal**, VP, Austin Affordable Housing Corporation (AAHC)
- **Michael Cummings**, VP, Southwest Housing Compliance Corporation

ADJOURNMENT

Commissioner Carrington moved to adjourn the meeting. **Commissioner Robinson** seconded the motion. The Motion passed unanimously. The meeting adjourned at 2:16 p.m.

Chuck Bailey, Vice-Chairperson

Michael G. Gerber, Secretary

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

ITEM NO. 1B

**Presentation, Discussion and Possible Action regarding
Resolution No. 2498: Approval of a Contract for Phase II
Parking and Site Renovations at Thurmond Heights
Apartments**

HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD ACTION REQUEST
RESOLUTION NO. 2498
PLANNING AND DEVELOPMENT DEPARTMENT

MEETING DATE: May 18, 2017

STAFF CONTACT: James Teasdale, Planning and Development Director

ITEM TITLE: Discussion and Adoption of Resolution No. XXXX: Approving the Award of Contract for Phase II Parking and Site Renovation at AMP 11/TX1-11 Thurmond Heights Apartments

BUDGETED ITEM: Yes

TOTAL COST: \$319,054.00

ACTION

Motion to Approve Resolution No. 2498: Authorizing the Housing Authority of the City of Austin Award of a Contract to Lone Star Paving

SUMMARY

General Information: This award is to approve a contract for Phase II demolition and removal of parking lot asphalt in four areas to be replaced with new asphalt at the noted site. Additionally, curbs and sidewalks to be replaced or repaired in designated areas and new striping will be provided for all spaces including the addition of new handicap parking areas to comply with ADA requirements.

EXHIBITS

Exhibit 1: Bid Process

Exhibit 2: Reference Verification

RESOLUTION NO. 2498

**Approving the Award of Contract for Phase II Parking and Site Renovation
at AMP 11/TX1-11 Thurmond Heights Apartments**

WHEREAS, ...May 5, 2017, the Housing Authority opened and publicly read bids for Phase II Parking and Site Renovation at AMP 11/TX1-11 Thurmond Heights Apartments;

WHEREAS, ... it is the recommendation of the President & CEO that the bid submitted by Lone Star Paving in the amount of \$319,054.00 be accepted as the most responsible and responsive bid;

Now, therefore, it is hereby

RESOLVED, ... Housing Authority of the City of Austin Board of Commissioners authorizes the President & CEO to accept the bid as submitted by Lone Star Paving and award such contract this 18th day of May 2017.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

BID PROCESS: The Invitation for Bid was advertised in *The Austin American Statesman* on Sunday, March 5, 2017, and again on Sunday, March 12, 2017, and faxed Friday, March 3, 2017 to the minority/small business organizations designated in the HACA Procurement Policy. The Invitation for Bid/Rebid was advertised in *The Austin American Statesman* on Sunday, April 16, 2017, and again on Sunday, April 23, 2017, and faxed Thursday, April 20, 2017 to the minority/small business organizations designated in the HACA Procurement Policy.

Twelve (12) Project Manuals were distributed and Four (4) Bid Proposals were submitted. Sealed bids were received, opened and read aloud on May 5, 2017 at 3:00 p.m., local time.

Plan Holder	Bid Amount	MBE/WBE
Virtual Builders Exchange 4047 Naco-Perrin Suite 100 San Antonio, TX 78217 210-564-6900; Contact: Heather Hope	<u>NO BID RECEIVED</u>	NO
McGraw Hill Construction Dodge Reports 4300 Beltway Place Suite 180 Arlington, TX 76018 817-375-2955; Contact: Plan Center/Kirstin Klutch	<u>NO BID RECEIVED</u>	NO
Reed Construction Data 30 Technology Parkway South Suite 500 Norcross, GA 30092-2912 800-876-4045; Contact: Document Processing Center	<u>NO BID RECEIVED</u>	NO
Associated General Contractors of America San Antonio Chapter 10806 Gulfdale San Antonio, TX 78216 210-349-4921; Contact: Mary Lugo/Dana Marsh	<u>NO BID RECEIVED</u>	NO
Construction Data-CDC-News 4201 West Parmer Lane Bldg. # Suite 200 Austin, TX 78727 800-872-7878; Contact: Plan Room Center/Toni Lawson	<u>NO BID RECEIVED</u>	NO
AGC Austin 609 South Lamar Austin, TX 78704 512-804-2796; Contact: Toni Osberry	<u>NO BID RECEIVED</u>	NO
CMD 333 E. Butterfield Road, Suite 600 Lombard, IL 60148 630-258-7983; Contact: Sherwin De Peralta/Fonda Rosenfeldt	<u>NO BID RECEIVED</u>	NO
iSqFt Plan Room 4500 Lake Forest Drive, Suite 502 Cincinnati, OH 45242 1-800-364-2059, ext 702; Contact: Kyle Bellomy	<u>NO BID RECEIVED</u>	NO
AMTEK Information Services (Austin Plan Room) 7801 N. Lamar, Suite-A137 Austin, TX 78752 512-323-0508; Contact: John Rugh	<u>NO BID RECEIVED</u>	NO

REFERENCE VERIFICATION:

COMPANY: Lone Star Paving

PROJECT: **#2017-02-REBID- Thurmond Height Phase II Parking and Site Renovation**

Source:

1. Laurel Woods Apartment-Austin, TX - Phone: 206-669-5643
Contact: Mr. Jared Haines in the amount of approximately \$40K+.

Comments:

Lone Star Paving has performed several projects at two apartment complexes consisting of asphalt repairs, ADA ramps, curb cuts and some signage and striping. We have been working with Lone Star for about two years. Handled administrative paperwork and duties well and requirement met. No significant amount of change orders, we did encounter a problem due to lack of communication during a change of company project manager on their end, but came to fair solution regarding the problem. Performance and quality of work is fine, repairs are still holding up well. Crew worked well with the residents including traffic control during work. For the most part there was a timely start and completion of work. No safety issues on project/job.

2. Medical Park Tower-Lilli Bridge Healthcare Services, Inc. - Phone: 512-454-7361
Contact: Ms. Amanda Torres in the amount of approximately \$209K+.

Comments:

As one of the leading and most recognized medical office buildings in Austin, Texas, Medical Park Tower needed our client's first impression to be wonderful. This was not an easy task since the parking lot had not been re-paved in several years and had multiple pot holes and faded striping. We needed a new parking lot and Lone Star Paving was awarded the contract and tasking of replacing and restriping our 200,000.00 square foot parking lot. Lone Star did a great job replacing the damaged asphalt and concrete. They coordinated work with our office to keep our tenants informed throughout the entire project. Our medical building is insanely busy throughout the week; however they accommodated us by scheduling the work after business hour and rescheduling during rain delays. I highly recommend Lone Star Paving for any asphalt and concrete work. They did amazing job for us. Administrative duties were handled well. They were professional. No significant change order request. Performance and quality of work was excellent. Crew worked well with all involved including traffic control. No problems. Timely start and completion of work. No safety issues on project/jobsite. We would most definitely work with them again.

3. Oasis at Speedway – Phone: 512-925-1311
Contact: Mr. Bill Holmes - in the amount of approximately \$K+

Comments: Pending Return Call

Alpha Paving Industries, LLC 15 Roundville Lane, Suite 100 Round Rock, TX 78664 512-605-9937; Contact: Bobby Edwards	<u>\$237,170.00</u> Completion Time: 120 Calendar Days	MBE
Smith Paving Inc. P.O. Box 1055 Manchaca, TX 78652 512-233-4444; Contact: Casey Smith/Glen or Kathy Smith	<u>\$324,500.00</u> Completion Time: 120 Calendar Days	NO
Quality Concrete Construction 1516 Ashwood Court Round Rock, TX 78664 512-567-1578; Contact: Peter Orr	<u>NO BID RECEIVED</u>	NO
Walentas Construction 15008 Apple Springs Hollow Drive Leander, TX 78641 512-905-3833; Contact: Josh Walenta	<u>NO BID RECEIVED</u>	NO
Forsythe Brothers Infrastructure, LLC P.O. Box 116 Manor, TX 78653 512-217-6664; Contact: Bill Forsythe	<u>NO BID RECEIVED</u>	NO
Lone Star Paving 11675 Jollyville Road, Suite 150 Austin, TX 78759 512-599-1090; Contact: Justin Quick	<u>\$319,054.00</u> Completion Time: 126 Calendar Days	NO
Bennett Paving, inc 23004 Windy Valley Road Leander, TX 78641 512-740-8603; Contact: Robert Terbay	<u>NO BID RECEIVED</u>	NO
Wheeler/Old Castle Materials of Texas 1320 Arrow Point Drive, Suite 600 Cedar Park, TX 78613 512-861-7258/512-845-4439; Contact: Scott Gheen	<u>\$687,600.00</u> Completion Time: 180 Calendar Days	NO
Myers Concrete Construction, LP P.O. Box 2928 Wimberley, TX 78676 512-847-8000; Contact: Kyle Artice	<u>NO BID RECEIVED</u>	NO

- **AWARD OF CONTRACT:** Bids were opened and read aloud by James Teasdale, Planning & Development Director, recorded by Christina Huerta, Modernization Specialist and witnessed by Vince Shaw, Architect, Place Designers, Inc.
- Bidder, was determined to be responsive – Bid Proposal, Non-Collusive Affidavit, Representations, Certifications, and Other Statements of Bidders, Certification of Bidder Regarding Equal Employment Opportunity, and Contractor's Qualification Statement, Section 3 Certification were complete & executed, as required.
- Reference verifications were performed, with all positive results.

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

ACTION ITEMS

ITEM NO. 2

Presentation, Discussion and Possible Action regarding Resolution 2499: Approving the submittal of the Section 8 Management Assessment Program (SEMAP) Certification to the Department of Housing and Urban Development (HUD)

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 2499

ASSISTED HOUSING

MEETING DATE: May 18, 2017

STAFF CONTACT: Lisa Garcia, Vice President of Assisted Housing

ITEM TITLE: Presentation, Discussion and Possible action regarding Resolution No. 2499: Approving the submittal of the Section 8 Management Assessment Program (SEMAP) Certification to the Department of Housing and Urban Development (HUD)

BUDGETED ITEM: N/A

TOTAL COST: N/A

ACTION

Motion to approve Resolution No. 2499 to approve the submittal of the Section 8 Management Assessment Program (SEMAP) Certification to the Department of Housing and Urban Development (HUD).

SUMMARY

The Section 8 Management Assessment Program (SEMAP) became effective October 13, 1998 (24 CFR Part 985). This rule establishes SEMAP to objectively measure Public Housing Authorities' (PHAs') performance in fourteen (14) key performance areas and a Deconcentration Bonus indicator.

HUD will independently assess HACA's performance under SEMAP using annual audit reports for indicators 1-7 and the deconcentration bonus indicator and information maintained in HUD's Public and Indian Housing Information Center (PIC) for indicators 8-14. The Lease-up rate is obtained from HUD's Financial Management Center.

For this fiscal year's Deconcentration Bonus point analysis, HACA used data from the 2010-2014 American Community Survey. The result of using this data is that the total families with children that live in low poverty census tracts on the last day of the fiscal year decreased from 40 to 39%. Thus, HACA is not eligible for the deconcentration bonus points for the 2016-2017 FY. HACA's Quality Control Division completed quality control sample audits for indicators #1, #2, #3 and #6. There were no errors identified for indicators #1, #3 and #6. There was one error identified under indicator #2.

The attached SEMAP Certification summarizes the results of this SEMAP assessment. Based on the review, HACA scored a 100%, high performer.

EXHIBITS

SEMAP CERTIFICATION FORM HUD-52648 and Deconcentration Bonus Map

RESOLUTION NO. 2499

Presentation, Discussion and Possible action regarding Resolution No. 2499: Approving the submittal of the Section 8 Management Assessment Program (SEMAP) Certification to the Department of Housing and Urban Development (HUD)

WHEREAS, the Section 8 Management Assessment Program (SEMAP) Certification is designed to allow the Department of Housing and Urban Development (HUD) to identify Public Housing Authorities' (PHAs') management capabilities and deficiencies and help lead to better overall management of the Section 8 program;

WHEREAS, HUD has proposed fourteen (14) specific indicators for SEMAP and requires certification of the PHA; and

WHEREAS, the Housing Authority of the City of Austin has completed the SEMAP certification for each indicator listed on form HUD-52648 for the period from April 1, 2016 through March 31, 2017.

Now, therefore, it is hereby

RESOLVED, that the Housing Authority of the City of Austin's Board of Commissioners approves the Housing Authority of the City of Austin's SEMAP (Section 8 Management Assessment Program) Certification for the Fiscal Year 2016/2017.

Passed this 18th day of May, 2017.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

Section 8 Management Assessment Program (SEMAP) Certification

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No. 2577-0215
(exp. 11/30/2016)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
----------	--------------------------------	------------------------------

Check here if the PHA expends less than \$300,000 a year in Federal awards ☐

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))

(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes ☐ No ☐

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes ☐ No ☐

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes ☐ No ☐

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response ☐ At least 98% of units sampled ☐ 80 to 97% of units sampled ☐ Less than 80% of units sampled

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response ☐ At least 90% of files sampled ☐ 80 to 89% of files sampled ☐ Less than 80% of files sampled

4. Utility Allowance Schedule. (24 CFR 982.517)

The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes ☐ No ☐

5. HQS Quality Control Inspections. (24 CFR 982.405(b))

A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes ☐ No ☐

6. HQS Enforcement. (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response ☐ At least 98% of cases sampled ☐ Less than 98% of cases sampled

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).

Applies only to PHAs with jurisdiction in metropolitan FMR areas.

Check here if not applicable ☐

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes ☐ No ☐

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes ☐ No ☐

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes ☐ No ☐

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes ☐ No ☐

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes ☐ No ☐

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes ☐ No ☐

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response Yes ☐ No ☐

Enter current FMRs and payment standards (PS)

0-BR FMR _____	1-BR FMR _____	2-BR FMR _____	3-BR FMR _____	4-BR FMR _____
PS _____	PS _____	PS _____	PS _____	PS _____

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes ☐ No ☐

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes ☐ No ☐

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

PHA Response Yes ☐ No ☐

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

PHA Response Yes ☐ No ☐

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

PHA Response Yes ☐ No ☐

- 14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☐

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

or, Number of mandatory FSS slots under HUD-approved exception

b. Number of FSS families currently enrolled

c. Portability: If you are the **initial** PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b + c divided by a)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☐

PHA Response

Yes ☐

No ☐

Portability: If you are the **initial** PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

- (1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;
- (2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;

or

- (3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response

Yes ☐

No ☐

If yes, attach completed deconcentration bonus indicator addendum.

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director, signature

Chairperson, Board of Commissioners, signature

Date (mm/dd/yyyy) _____

Date (mm/dd/yyyy) _____

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

Principal Operating Area of PHA _____
(The geographic entity for which the Census tabulates data)

Special Instructions for State or regional PHAs Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

- 1) _____ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.
- _____ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.
- _____ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).

Is line c 50% or more? Yes ☐ No ☐

- 2) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.
- _____ c. Number of Section 8 families with children who moved during the last completed PHA FY.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).

Is line d at least two percentage points higher than line a? Yes ☐ No ☐

- 3) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.
- _____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.
- _____ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.
- _____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).

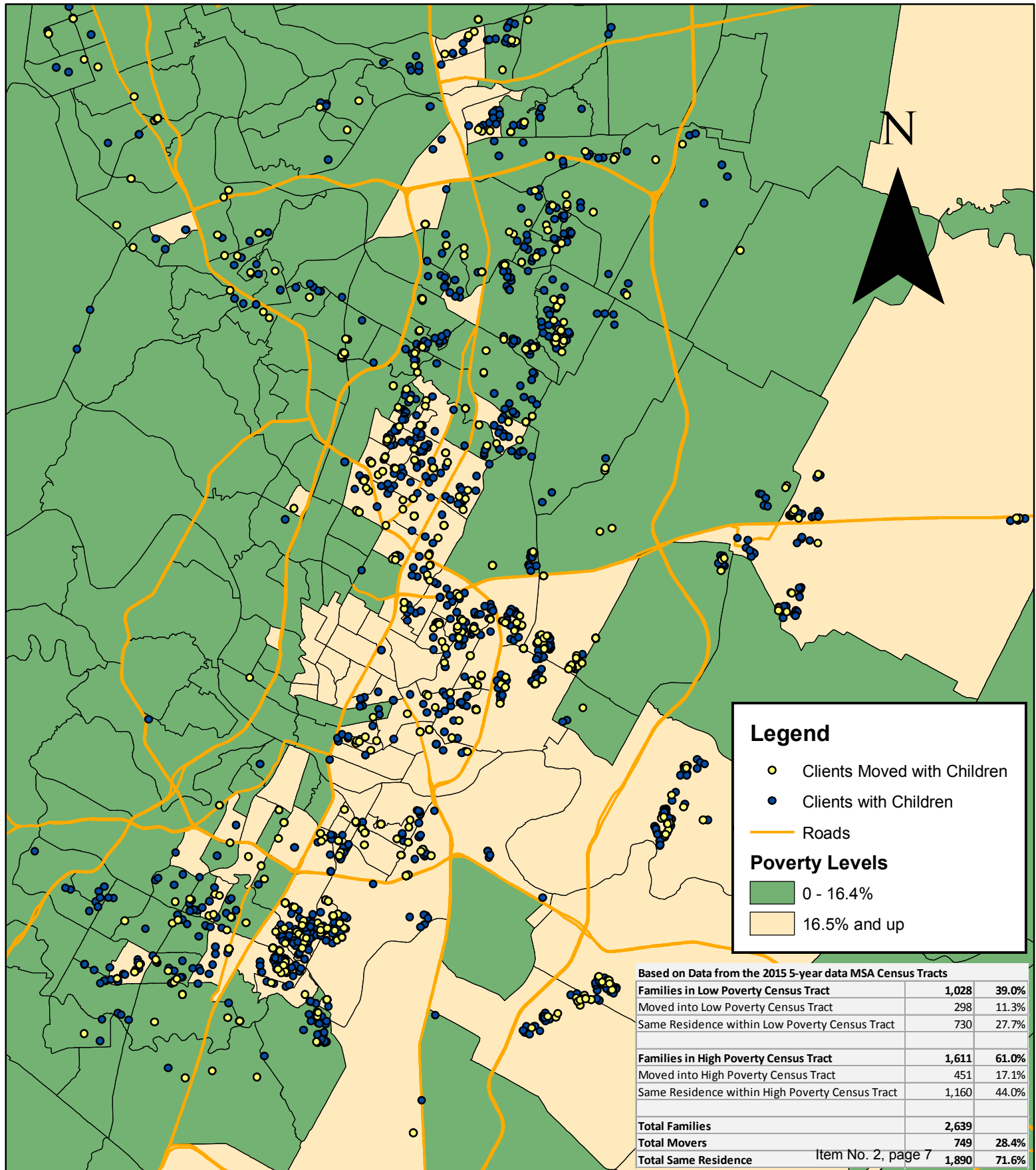
Is line d at least two percentage points higher than line a? Yes ☐ No ☐

If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.

See instructions above concerning bonus points for State and regional PHAs.



Housing Authority of the City of Austin Deconcentration Results 2017



**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

ITEM NO. 3

Presentation, Discussion and Possible Action of Resolution No. 2500: Approval to Enter into a Multiple Party Interlocal Cooperation Agreement for the Procurement of Consulting Services Related to An Assessment of Fair Housing, not to exceed \$50,000.

HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD ACTION REQUEST
RESOLUTION NO. 2500
QUALITY CONTROL AND COMPLIANCE OVERSIGHT

MEETING DATE: May 18, 2017

STAFF CONTACT: Kelly Crawford, Director of QC and Compliance Oversight

ITEM TITLE: Discussion and Adoption of Resolution No. 2500: Approval to Enter into a Multiple Party Interlocal Cooperation Agreement for the Procurement of Consulting Services Related to An Assessment of Fair Housing, not to exceed \$50,000.

BUDGETED ITEM: No

TOTAL COST: \$25,000 up to \$50,000

ACTION

Motion to approve Resolution No. 2500: Approval to Enter into a Multiple Party Interlocal Cooperation Agreement for the Procurement of Consulting Services Related to an Assessment of Fair Housing, not to exceed \$50,000.

SUMMARY

General Information: The U.S. Department of Housing and Urban Development (HUD) requires cities, counties and public housing authorities that receive federal funds for housing and community development to Affirmatively Further Fair Housing, partly by conducting an Assessment of Fair Housing. An Assessment of Fair Housing (AFH) assists in identifying and taking meaningful actions, in addition to combating discrimination, to overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. The AFH is also intended to encourage joint and regional collaborations in identifying and addressing cross-jurisdictional housing challenges while evaluating fair housing issues and contributing factors.

Organizational Structure: To fulfill this requirement as recipients of these funds, the Housing Authority of the City of Austin wishes to conduct a joint-regional Assessment of Fair Housing in collaboration with the City of Austin, Travis County, and other regional counties, cities and PHAs. It has been determined that a consultant will be necessary in order to execute this complex assessment. We desire to combine our purchasing efforts with other regional partners to achieve greater efficiency and cost-savings; minimize duplication and maximize efficiency by coordinating our efforts; and to eliminate multiple government solicitations and reduce related expenses. To this end, several regional parties have met and identified the City of Austin as lead entity for the consultant procurement process and contractual management of one regional AFH.

Cost: HACA estimates our costs will be on the lower end of the range; however, due to the volatility in pricing of AFHs across the county and the complexity of this new HUD requirement, flexibility is necessary to ensure a successful procurement with a capable and reputable consulting firm.

Public Comment: There is no public comment requirement for this interlocal agreement. However, the process of conducting an Assessment of Fair Housing will result in multiple public hearings across the region to solicit stakeholder and community engagement throughout the process.

EXHIBITS

Exhibit 1: Proposed Parties of the Regional Assessment of Fair Housing

Exhibit 2: Tentative Timeline for the Regional Assessment of Fair Housing

RESOLUTION NO. 2500

Approval to Enter into a Multiple Party Interlocal Cooperation Agreement for the Procurement of Consulting Services Related to An Assessment of Fair Housing, not to exceed \$50,000

WHEREAS, the Fair Housing Act and subsequent laws reaffirming its principles impose a duty to affirmatively further fair housing; and

WHEREAS, the Final Affirmatively Further Fair Housing Rule (AFFH) established an integrated assessment and planning process to give program participants more effective means to affirmatively further the purpose of the Fair Housing Act and direct program participants to submit an Assessment of Fair Housing (AFH); and

WHEREAS, the AFH is intended to inform and guide participants' goal setting, priorities and strategies to fulfill their duty of affirmatively furthering fair housing; and

WHEREAS, the AFH (Assessment) is also intended to encourage joint and regional collaborations in identifying and addressing cross-jurisdictional housing challenges;

Now, therefore, it is hereby

RESOLVED, that the Housing Authority of the City of Austin Board of Commissioners grant approval to enter into a multiple party interlocal cooperation agreement for the procurement of consulting services related to an Assessment of Fair Housing, not to exceed \$50,000.

Michael G. Gerber, Secretary

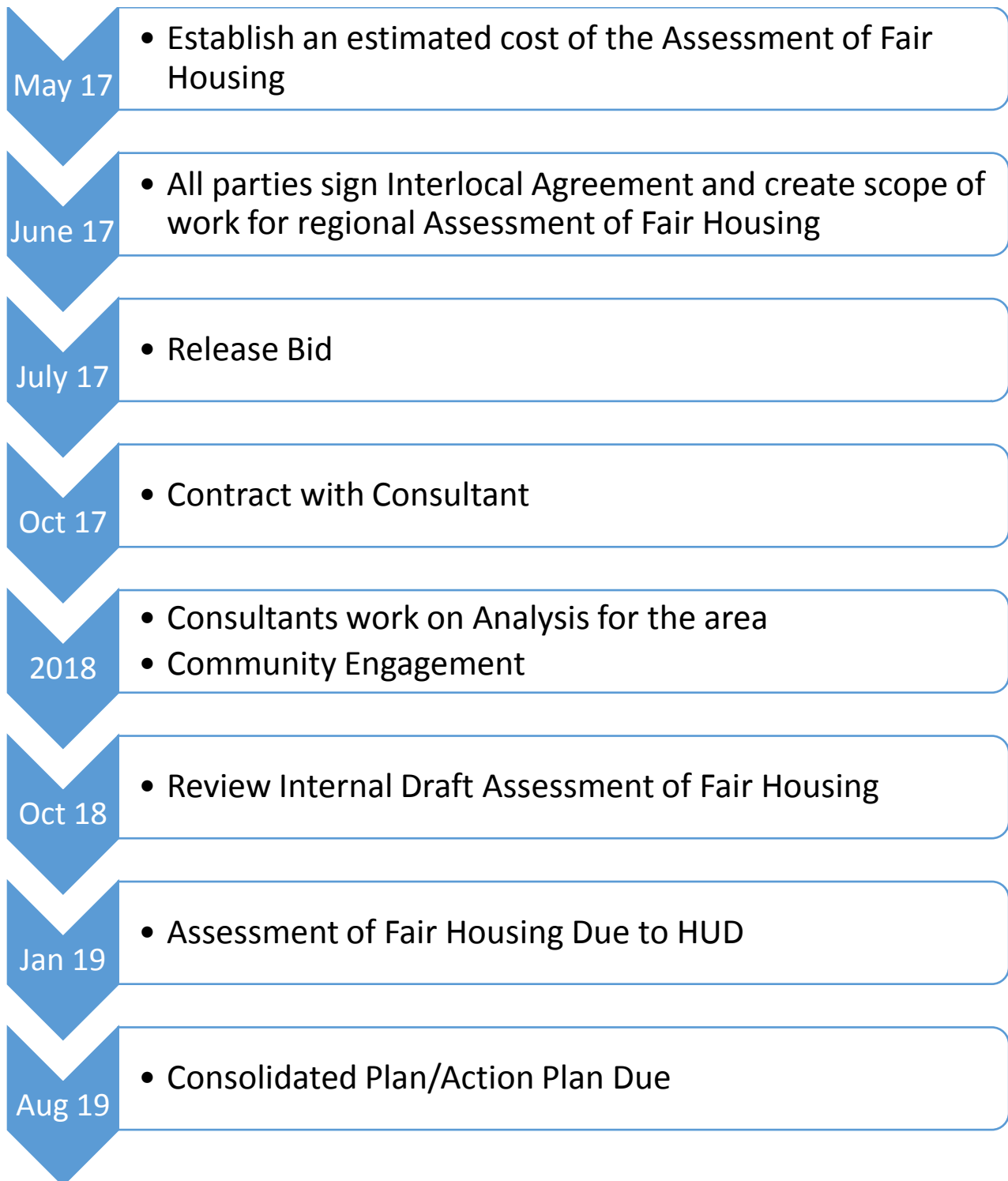
Carl S. Richie, Jr., Chairperson

Potential Regional Partners of the Interlocal Cooperation Agreement

Jurisdictions

1. City of Austin
2. City of Pflugerville
3. City of Round Rock
4. Travis County
5. Williamson County
6. Housing Authority of the City of Austin
7. Housing Authority of Travis County
8. Round Rock Housing Authority
9. Georgetown Housing Authority
10. Taylor Housing Authority
11. Granger Housing Authority

Exhibit 2: Tentative Timeline for the Regional Assessment of Fair Housing



**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

ITEM NO. 4

**Presentation, Discussion and Possible Action regarding
Resolution No. 2501: Award of a Contract to Covered
Wagon Moving for resident moving services at Gaston Place
and Georgian Manor in an amount not to exceed \$394,596**

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD ACTION REQUEST

RESOLUTION NO. 2501

EXECUTIVE DEPARTMENT

MEETING DATE: May 18, 2017

STAFF CONTACT: Ann Gass, Director of Strategic Housing Initiatives

ITEM TITLE: Presentation, Discussion and Possible Action regarding Resolution No. 2501: Award of a Contract to Covered Wagon Moving for resident moving services at Gaston Place and Georgian Manor in an amount not to exceed \$394,596

BUDGETED ITEM: Yes

TOTAL COST: Not to Exceed \$394,596

ACTION

Motion to approve Resolution No. 2501: Award of a contract with Covered Wagon Moving in an amount not to exceed \$394,596 for resident moving services at Gaston Place and Georgian Manor.

SUMMARY

General Information: HACA is undertaking the rehabilitation of the 100 units at Gaston Place and 94 units at Georgian Manor as part of the conversion of its Public Housing properties to project based rental assistance (PBRA) under the Rental Assistance Demonstration (RAD) program. In order to complete the rehabilitation, all residents must move to a different unit. Some will temporarily relocate to a unit off site; others will move within the property. HACA is paying for all moving costs, including packing and moving the resident to the new unit.

HACA's relocation consultant Overland, Pacific and Cutler (OPC) requested bids for moving services. OPC received two bids. After consultation with OPC, HACA staff selected Covered Wagon Moving as the recommended provider. In addition to being the low bidder, Covered Wagon Moving has also already provided moving services for the relocation of residents at Manchaca Village, North Loop and Shadowbend as part of the RAD rehabilitations. Their performance on those projects has been good and OPC has received no negative feedback.

TIMELINE:

- RFQ issued March 24th, 2017.
- ☐ Advertised in the Austin American Statesman March 24th and 31st, 2017.
- ☐ Posted on HACA website for full offer period.
- Deadline for submission was April 13th, 2017 at 11:00am. Two responses were received.

EXHIBITS

Exhibit 1: Bidder's Tabulation

Exhibit 2: Covered Wagon Moving's Bidder's Qualification

RESOLUTION NO. 2501

Award of Contract to Covered Wagon Moving for resident moving services at Gaston Place and Georgian Manor in an Amount Not to Exceed \$394,596.

WHEREAS, the Housing Authority of the City of Austin (HACA) continues to move forward with the transition of its Public Housing properties to the project based rental assistance (PBRA) program through the Rental Assistance Demonstration (RAD) Program; and

WHEREAS, Gaston Place and Georgian Manor will receive significant physical upgrades and rehabilitation which will require temporary relocation of residents; and

WHEREAS, HACA is making every effort to minimize the disruption and inconvenience that Gaston Place and Georgian Manor's residents may encounter during construction, and HACA is covering all moving costs for Gaston Place and Georgian Manor residents who are temporarily relocated; and

WHEREAS, HACA consultant Overland Pacific and Cutler received two bids to provide moving services at Gaston Place and Georgian Manor; and

WHEREAS, Covered Wagon Moving submitted the lowest responsive bid of \$394,596, and Covered Wagon Moving has previously provided satisfactory moving services for HACA residents, including the recent moves at Manchaca Village, North Loop and Shadowbend.

Now, therefore, it is hereby

RESOLVED, that the Housing Authority of the City of Austin Board of Commissioners approves awarding a contract to Covered Wagon Moving in an amount not to exceed \$394,596 for resident moving services at Gaston Place and Georgian Manor.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

ITEM NO. 5

Presentation, Discussion and Possible Action of Resolution No. 2502: Awarding a contract for Architectural and Engineering services for RAD rehabilitation work at Booker T. Washington and Meadowbrook Apartments to Tyson and Billy Architects in an amount not to exceed \$150,000.

HOUSING AUTHORITY OF THE CITY OF AUSTIN

BOARD OF COMMISSIONERS

RESOLUTION NO. 2502

EXECUTIVE DEPARTMENT

MEETING DATE: May 18, 2017

STAFF CONTACT: Ann Gass, Director of Strategic Housing Initiatives

ITEM TITLE: Presentation, Discussion and Possible Action regarding Resolution No.2502: Awarding an Architectural & Engineering Services Contract to Tyson and Billy Architects for RAD Rehabilitation Work at Booker T. Washington Terraces and Meadowbrook Apartments in an Amount Not to Exceed \$150,000.

BUDGETED ITEM: Yes

TOTAL COST: Not to Exceed \$150,000

ACTION

Motion to Approve Resolution No. 2502 to award contract to Tyson and Billy Architects.

SUMMARY

A Request for Qualifications (RFQ) was issued on March 13, 2017 for architectural, engineering and related professional services to be utilized by HACA for anticipated rehabilitation work in connection with RAD and for various other needs as is regularly done on a periodic basis. HACA received a total of seven responses, three of which were specifically from architectural firms.. In order to perform the RAD rehabilitation work at Booker T. Washington Terraces and Meadowbrook Apartments, HACA reviewed the qualifications of the three architectural firm respondents, most qualified to perform such work. As a result of this review, HACA found Tyson and Billy Architects' qualifications to be exemplary and consistent with HACA's objectives. HACA now requests that the board accept the qualifications of Tyson and Billy Architects to provide architectural and engineering services based on a preliminary scope of work in an amount not to exceed \$150,000. Additional projects associated with this RFQ will come before the board based on future needs at each property.

TIMELINE:

- RFQ issued March 13th.
 - Advertised in the Austin American Statesman March 15th and 22nd, 2017.
 - Posted on HACA website for full offer period.
- Deadline for submission was March 29th at 3:00pm. Seven responses were received.

EXHIBITS:

Exhibit 1: Bid Tabulation

Exhibit 2: Qualifications

RESOLUTION NUMBER 2502

Resolution Awarding a Contract for Architectural and Engineering Services for Booker T. Washington Terraces and Meadowbrook Apartments for RAD Rehabilitation Work to Tyson and Bill Architects.

WHEREAS, HACA is seeking the services of an architectural firm to provide Architectural & Engineering Services for RAD rehabilitation work for Booker T. Washington Terraces and Meadowbrook Apartments; and

WHEREAS, on March 29, 2017, the Housing Authority of the City of Austin received three statements of qualification to provide such services and found Tyson and Billy Architects exemplary and consistent with HACA's objectives; and

WHEREAS, it is the recommendation of HACA staff to retain Tyson and Billy Architects to provide Architectural & Engineering Services in an amount not to exceed \$150,000.

Now, therefore, it is hereby

RESOLVED that the Housing Authority of the City of Austin Board of Commissioners authorizes the President & CEO to enter into negotiations for a contract to provide Architectural & Engineering Services for RAD rehabilitation work for Booker T. Washington Terraces and Meadowbrook Apartments in an amount not to exceed \$150,000.

Michael G. Gerber, Secretary

Carl S. Richie, Jr., Chairperson

Evaluation HACA-17-Q-0218 ARCHITECT/ENGINEER PROFESSIONAL SERVICES March 29, 2017							
EVALUATION CRITERIA	Vendor #1 H.R Gray	Vendor #2 Dykema	Vendor #3 Thomas Clifford Architect TGA	Vendor #4 Tyson and Billy	Vendor #5 Encotech	Vendor #6 ECM	Vendor #7 Jenkins Environmental Consulting
A. Qualifications and Experience The response should address all points in the proposal, be well organized, clear, and include all requested and supporting information. The response must clearly state what services are to be offered and/or provided. We will look at specialized knowledge, experience and technical competence that the proposer displays in the type of work required, based on work history (especially in the public housing industry) and the resumes submitted. 25 pts	Comments A construction engineering firm, providing services typically associated with large construction, rehab, or re-development projects. There appears to be good experience with construction, construction management and engineering projects, mostly in the Ohio area. Though much Ohio PH work and even LITCH experience is noted, none of the LITCH projects are featured in their proposal, and there is no mention of RAD experience. There is little experience noted with Austin area redevelopment or tax credit funded projects, though both scenarios present local process challenges the firm may not be accustomed to. 15 pts	Comments General responses to the specific criteria requested in the RFP. Boilerplate answers. The firm appears to have adequate staff and listing of add'l consulting and engineering firms that could perform the work needed. Majority of PHA work appears to be with our own agency, HACA. 12 pts	Comments Arch/Eng services that could assist HACA. RAD experience with PHAs and including LITCH work. They have worked in TX prior and have experience with the TDHCA, which I believe is an asset. Smaller firm with only three staff listed? Could be issues of capacity. LEED projects are noteworthy but often difficult to maintain later. not sure this experience translates well to HACA. Senior housing experience is helpful. 18 pts	Comments They provided a very detailed and organized response to the RFP. They have over 50 years experience working with PHAs that includes 54 different PHAs and over 350 projects. They also have experience working with RAD , creating RPCA reports, and working with senior housing. They appear to be well staffed and able to handle large jobs such as our RAD project. 23 pts	Comments No apparent licensed architectural services provided, but some CAD and architectural modeling able to be provided. Deep and impressive history of engineering work on numerous different types of facilities. Numerous projects noted from each of the principals and upper level team members. Construction Mgmt services are offered, in addition to engineering. 21 pts	Comments They have over 30 years of experience. ECM does not do design or building. They are program, project, and construction managers. They have experience working with PHAs and RAD. Most of their experience in this field comes from the Housing Authority of the City of El Paso. 15 pts.	Comments No architectural services. JEC is an environmental engineering firm, that has assisted HACA previously with issues of hazmat materials, indoor air quality, asbestos and lead testing and abatement and mold testing and remediation. While the firm will surely not be in the running for the typical A/E services needed for renovation, rehab, or new construction, their ability to assist HACA with the enviro issues noted above is still very important to HACA, who still has ACM to manage, and lead, IAQ, and mold testing is still common in our work. For these services, that cannot be performed by any of the other responders, JEC is surely the best suited, licensed, and appropriate for our needs. 15 pts
B. Minority Firm Status/Participation The percentage of key staff or sub contractor partners that are MBE/WBE. 15 pts	Comments There is no specific information provided regarding minority participation or even percentages of staff. There appear to be at least two women and at least one Hispanic male on the staff, but overall, the proposal does not speak to this component of the RFQ. 5 pts	Comments Firm is Woman-Owned, Small Business and HUB certified, but appears to have only one minority member, by ethnicity. There is no MBE/WBE information provided for its listed potential sub contracted project teams. 8 pts	Comments Information is light and references minority percentages of staff in a very non convincing way. It appears that there are only 1 white male, one white female and 1 "non -white" staffer, of the only 3 staff noted. 5 pts	Comments Tyson and Billy are not a MBE or WBE. Their submittal includes information on 8 staff members, 7 of which are white men. However, they have included information on David Mason & Associates in their packet as they will provide Structural and Civil Engineering services and are a recognized MBE. 8 pts	Comments The firm is a certified MBE, HUB, and has several other certifications for minority participation in its staff and employee make up. 15 pts	Comments The firm is MBE and small business enterprise for the City of Austin. They are also Disadvantaged Business Enterprise (DBE), Historically Underutilized Business (HUB) in Texas, and Small Disadvantaged Business (SDB) certified by the US Small Business Administration. 10 pts	Comments Proposal does not address this in any satisfactory manner. It appears the question was misinterpreted or even just answered incorrectly. As our past experience with this firm has shown them to indeed have minority and women on their staff, it may be that an error was made with respect to the answer provided. 0 pts (based on submission)
C. Past Performance Past performance will be evaluated based upon references and lists of former clients serviced and the results of any consultations HACA conducts with such references and former clients. 20 pts	Comments Spoke with Mr. Tom Williamson, the Director of Capital Improvements for Columbus Metropolitan Housing Authority. Mr. Williamson said he couldn't speak highly enough of H. R. Gray. The company was adequately staffed, familiar with local codes, responsive, and very honest. He was confident in the capabilities as a company to accomplish any task we put before them. 12 pts	Comments Firm is Woman-Owned, Small Business and HUB certified, but appears to have only one minority member, by ethnicity. There is no MBE/WBE information provided for its listed potential sub contracted project teams. 8 pts	Comments The references we spoke with were all highly positive. TGA was described as timely, professional and detailed in their work. A representative of The Housing Authority of the City of El Paso said that TGA was either their first or second choice for architects that they have used. No reference could think of any significant change orders that resulted from an omission or mistake by the architect. 16 pts	Comments We spoke with two of their previous clients who both had an overall positive impression after working with TBA. They were described as "highly responsive" and thorough in their work. The references listed a number of projects relevant to our work including RAD conversions, RPCAs, tax credit projects, rehabilitation and new construction of multi-family public housing. When asked about changed orders that were made as a result of accidental omissions or mistakes by the architect neither reference could think of such an instance. 18 pts	Comments Numerous letters of reference and commendations and recommendations, from satisfied clients. Past services for HACA have been very satisfactory, including performing engineering services for the current Architectural firm now working with HACA on RAD Phase 1. 18 pts	Comments No one could be reached after multiple attempts. Ample past performance examples were provided. 12 pts	Comments Excellent work histories and performance for HACA on past projects. Their work for the COA, Univ of TX, and St. David's, all typify outstanding work and industry compliance, ethics, and problem solving/strategy skills that are of great value to HACA. 18 pts
D. Previous Experience with HUD/HA's Demonstration of experience with federal Public housing programs, design requirements, and related issues that are common to PHA/HA. 10 pts	Comments Somewhat basic reply of experience with PHA issues, structures, funding, design needs, etc. 6 pts	Comments A good number of PH and MF projects mostly in Corpus and Austin, with the majority of those for HACA. Though a great deal of HUD/PHA housing work, issues of non familiarity with regard to HUD regulatory requirements and design criteria have been complicating our own projects over the past year. 6 pts	Comments Some experience with HUD PH programs noted, but not extensive. There is no mention of HUD design criteria, but a number of projects with PH and PH MF programs is noted and would indicate capability to design to those requirements. 7 pts	Comments They have over 50 years experience working with PHAs that includes 54 different PHAs and over 350 projects. They also have experience working with RAD, creating RPCA reports and senior housing. 10 pts	Comments HUD/PHA work appears to be limited to what the firm has performed for HACA. That work, from my experience working with the firm, has been thorough and well done. 7 pts	Comments HUD/PHA work appears to be concentrated to the Housing Authority of the City of El Paso. They are doing contraction management/program management for a RAD project in El Paso. 7 pts.	Comments Having worked for HACA on numerous projects since 2001, JEC has had to learn how to handle USHUD/HACA requirements and related issues, for some time. The RAD, Ph 1 project, for which JEC is currently contracted as a sub to the GC, has again tested the ability of JEC to comply with the tight time frames for unit delivery. Their performance to date has been impressive, and there are no negative issues known. 8 pts
E. Capability Capability that the proposer displays to provide the services that HACA has identified herein on a timely basis as based upon similar prior services provided and any schedules outlined in the proposal. 15 pts	Comments Boilerplate responses regarding adherence to schedules, timelines, etc. There is no Architectural experience with this firm and no Arch firm noted as a partner of sub contractor for such services or needs. 8 pts	Comments Not adequately addressed. 5 pts	Comments Project histories indicate that their current or recently completed projects were generally delivered on time, with satisfactory results. Size of the firm is of concern to me. We already are experiencing the effects of a smaller firm being stretched to fit him, in the sheer size of what RAD projects entail. 9 pts	Comments They appear to be a fairly large firm and the references we spoke with stated that they delivered projects on time and were very responsive. Their packet states that staffing will allow them to begin working on the project as soon as receiving a notice to proceed and project delivery will vary based on scope. 13 pts	Comments Good sized staffing, with at least 25 employees. Firm expertise is specifically engineering and no architectural services are offered except through sub contracting. Engineering services though, appear to be well performed and the firm's capability with these services appears very impressive. 11 pts	Comments There is no Architect firm noted in associated with ECM. The business clearly states they are not a designers or builders. They are program, project, and construction managers. Since the El Paso RAD project is scheduled to be completed in 2019, ECM may be stretched working on two RAD projects. 9 pts.	Comments Again, JEC does not perform construction design services. However, their ability and performance history has shown them to be very capable at meeting difficult projects in demanding time frames, by staffing projects appropriately to meet the schedules needed. 9 pts
F. Quality of Submission quality of the proposer's submittal. 15 pts	Comments Doesn't target some of the specific aspects of the solicitation. No architectural services. Though engineering is touted, most work has been for value engineering work, and mainly project construction management. Though these services may be needed later, this was not the primary intent of the solicitation. 8 pts	Comments Response is tepid, speaking lightly to each of the criteria requested for elaboration. No pictures of projects, or even explanation of what the project was or accomplished or how it was funded. ? Businesses, banks and schools make up a large part of their portfolio. Not a single explanation of any of their PHA rehab work. No mention of LITCH work, critical to HACA's RAD Ph 2 inventory plans. TDHCA familiarity noted, but recent HACA experience has proven otherwise. 5 pts	Comments Somewhat light on info and specificity regarding some of our eval criteria. no mention of residents or resident engagement? projects mostly all have the same "boxy" modern look to them. 10 pts	Comments Overall, their submission is very strong. It would be hard to beat their level of experience with PHAs and HUD projects. They have also done many large projects that imply that they should be able to handle the type of work we're looking to undertake. 13 pts	Comments Good, thorough pkg, ample staff, excellent work histories, on a good number of differing types of facilities. Certified MBE, minority and women participation. 12 pts	Comments No architectural services. Most of their work has been assessments and construction management. These services may be needed later, but this was not the focus of the solicitation. 8 pts.	Comments Submission does not fully speak to or answer all of the criteria requested. However, the skill sets and services that the firm does provide, are effectively demonstrated or explained. 8 pts
Evaluator: J. Tensdale	54 pts Date:	48 pts	65 pts	85 pts	84 pts	56 pts	58 pts

EVALUATION CRITERIA	Vendor #1 H.R Gray	Vendor #2 Dykema	Vendor #3 Thomas Gifford Architect TGA	Vendor #4 Tyson and Billy	Vendor #5 Eincotech	Vendor #6 ECM	Vendor #7 Jenkins Environmental Consulting
A. Qualifications and Experience The response should address all points in the proposal, be well organized, clear, and include all requested and supporting information. The response must clearly state what services are to be offered and/or provided. We will look at specialized knowledge, experience and technical competence that the proposer displays in the type of work required, based on work history (especially in the public housing industry) and the resumes submitted. 25 pts	Comments	Comments 15 pts	Comments 20 pts	Comments 24 pts			
B. Minority Firm Status/Participation The percentage of key staff or sub contractor partners that are MBE/WBE. 15 pts		Comments 8 pts	Comments 8 pts	Comments 5 pts			
C. Past Performance Past performance will be evaluated based upon references and lists of former clients serviced and the results of any consultations HACA conducts with such references and former clients. 20 pts		Comments 10 pts	Comments 15 pts	Comments 19 pts			
D. Previous Experience with HUD/HA's Demonstration of experience with federal Public housing programs, design requirements, and related issues that are common to PHA/HA. 10 pts	Comments	Comments 7 pts	Comments 7 pts	Comments 9 pts			
E. Capability Capability that the proposer displays to provide the services that HACA has identified herein on a timely basis, as based upon similar prior services provided and any schedules outlined in the proposal. 15 pts	Comments	Comments 7 pts	Comments 10 pts	Comments 14 pts			
F. Quality of Submission quality of the proposer's submittal. 15 pts Overall	Comments	Comments 7 pts	Comments 12	Comments 14 pts			
Evaluator: Ann Gass		Date:					
		42 points		72 pts		85 pts	

Proposals received

HACA-17-Q-0218 Architect/Engineer Professional Services
March 29, 2017 3:00PM/CST

Company Name	
1.	H. R. Gray
2.	Dykema
3.	Thomas Gifford Architect TGA
4.	Tyson and Billy
5.	Encotech
6.	ECM
7.	Jenkins Environmental Consulting
8.	
9.	
10.	

Bid Official:

Nora Amora

Date:

3/29/17

Official Witness:

Tina Benson

Date:

3/29/17

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

ITEM NO. 6

Presentation, Discussion and Possible Action of Resolution No. 2503: Approving Resolution of Austin Affordable PFC, Inc. Providing For The Issuance of Its Multifamily Housing Revenue Bonds (Pathways at Gaston Place) Series 2017A and Multifamily Housing Revenue Bonds (Pathways at Gaston Place) Series 2017B and To Take Such Other Actions Necessary Or Convenient To Facilitate The Development of the Pathways at Gaston Place

HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD ACTION REQUEST
RESOLUTION NO. 2503

MEETING DATE: May 18, 2017

STAFF CONTACT: Ron Kowal

ITEM TITLE: Discussion, Consideration and Possible Action of Resolution No. 2503: Resolution approving a resolution of the Austin Affordable PFC, Inc. providing for the issuance of its multifamily housing revenue bonds (Pathways at Gaston Place), Series 2017A and Series 2017B and to take such other actions necessary or convenient to facilitate the development of the above mentioned properties.

BUDGETED ITEM: NA

TOTAL COST: Not Applicable

ACTION

Motion to Approve Resolution No. 2503: Approval of resolution of the Austin Affordable PFC, Inc. providing for the issuance of its multifamily housing revenue bonds (Pathways at Gaston Place), Series 2017A and Series 2017B and to take such other actions necessary or convenient to facilitate the development of the above mentioned properties.

SUMMARY

The Rental Assistance Demonstration (RAD) Program was authorized by the Consolidated and Further Continuing Appropriations Act of 2012. RAD is a tool that enables Public Housing Authorities to convert public housing subsidies into long-term, Section 8 rental assistance subsidy. This is beneficial to PHAs because historically public housing subsidies and funding for capital projects have been unpredictable and fluctuate annually due to federal budget cuts. The project based rental assistance program provides a much more stable and predictable annual subsidy. More importantly, the RAD tool provides PHA's an opportunity to make substantial physical improvements to its properties, resulting in a higher quality of life for residents. Additionally, provisions with RAD ensure that existing residents are protected and enjoy more choices on where they wish to reside. The Housing Authority of the City of Austin (HACA) successfully converted eight properties in November 2016. HACA submitted applications for the remaining ten properties and received a "Commitment to enter into a Housing Assistance Payment Contract" (CHAP) award.

The RAD conversion and associated real estate transaction is expected to close in early June, and residents will be relocated very soon after closing. HACA, along with our relocation consultant Overland, Pacific and Cutler (OPC) has already begun working with the residents to prepare for their moves. HACA will provide moving service and cover all related expenses. In order to minimize the inconvenience associated with relocation, HACA is employing a combination of methods, including offsite, as well as onsite relocation.

The construction work at Gaston Place will include full rehabilitation of the units, including new walls, appliances, cabinetry, bathrooms, floors and paint. Site work will include new plumbing and electric, improvements to the elevators, community space, landscaping and common areas. Total construction costs are estimated to be just over \$8 million. The repairs and renovations will be financed using 4% tax credits through the Texas Department of Housing and Community Affairs and Tax Exempt Bond proceeds from the issued by the Austin Affordable PFC, Inc. The Housing Authority of the City of Austin created the Austin Affordable PFC, Inc. in November of 2012. And as a subsidiary of the Housing Authority all actions require board approval by the Housing Authority. Resolution 34 approves the actions of Austin Affordable PFC, Inc., providing for the issuance of its multifamily housing revenue bonds (Pathways at Gaston Place), Series 2017A and Series 2017B and to take such other actions necessary or convenient to facilitate the development of the above mentioned properties.

Fiscal Impact:

☐ **None**

<input type="checkbox"/>	Budgeted Expenditure	Name of Fund(s) or Account(s)	Dollar Amount(s)
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Not Budgeted, Will result in expenditures indicated below:

STAFF ANALYSIS SUMMARY

PRESIDENT AND CEO:

DEPARTMENT HEAD:

FINANCE REVIEW:

CERTIFICATE FOR RESOLUTION

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

I, the undersigned officer of the Housing Authority of the City of Austin (the "Authority") do hereby make and execute this Certificate for the benefit of all persons interested in the validity of all actions and proceedings of the Authority. I do hereby certify as follows:

1. I am the duly chosen, qualified and acting officer of the Authority for the office shown beneath my signature, and in such capacity I am familiar with the matters contained in this Certificate.

2. The Board of Commissioners of the Authority convened on May 18, 2017, the meeting place open to the public and notice of said meeting giving the date, place and subject thereof having been posted as prescribed by Chapter 551, Texas Government Code, and the roll was called of the duly constituted officers and members of said Board of Commissioners, to wit:

Carl S. Richie, Chairperson
Charles C. Bailey, Vice-Chairperson
Edwina Carrington, Commissioner
Dr. Tyra Duncan-Hall, Commissioner
Isaac Robinson, Commissioner
Michael Gerber, President and CEO

and all of said persons were present at said meeting. Whereupon, among other business considered at the meeting, the attached resolution (the "Resolution") entitled:

RESOLUTION APPROVING RESOLUTION OF AUSTIN AFFORDABLE
PFC, INC. PROVIDING FOR THE ISSUANCE OF ITS MULTIFAMILY
HOUSING MULTIFAMILY HOUSING REVENUE BONDS (PATHWAYS AT
GASTON PLACE), SERIES 2017A AND ITS MULTIFAMILY HOUSING
MULTIFAMILY HOUSING REVENUE BONDS (PATHWAYS AT GASTON
PLACE), SERIES 2017B AND TO TAKE SUCH OTHER ACTIONS
NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT
OF THE PATHWAYS AT GASTON PLACE

was introduced for the consideration of the Board. It was then duly moved and seconded that the Resolution be passed; after due discussion, the motion, carrying with it the passage of the Resolution, prevailed and carried by the following vote:

AYES: ___

NAYS: ___

ABSTENTIONS: ___

2. A true, full, and correct copy of the Resolution as passed is attached to and follows this certificate; the Resolution has been duly recorded in the Board minutes of the Meeting; the persons named in the above and foregoing paragraph are the duly chosen, qualified, and acting officers and members of the Board as indicated; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting and that the Resolution would be introduced and considered for passage at the Meeting, and each of the officers and members consented, in advance, to the holding of the Meeting for such purpose; the Meeting was open to the public as required by law; and public notice of the time, place, and subject of the Meeting was given as required by Chapter 551, Government Code, as amended.

SIGNED: May 18, 2017.

Secretary

Treasurer

RESOLUTION NO. 2503

RESOLUTION APPROVING RESOLUTION OF AUSTIN AFFORDABLE PFC, INC. PROVIDING FOR THE ISSUANCE OF ITS MULTIFAMILY HOUSING MULTIFAMILY HOUSING REVENUE BONDS (PATHWAYS AT GASTON PLACE), SERIES 2017A AND ITS MULTIFAMILY HOUSING MULTIFAMILY HOUSING REVENUE BONDS (PATHWAYS AT GASTON PLACE), SERIES 2017B AND TO TAKE SUCH OTHER ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT OF THE PATHWAYS AT GASTON PLACE

WHEREAS, Austin Affordable PFC, Inc. (the “Issuer”) was created by the Housing Authority of the City of Austin (the “Sponsor”) pursuant to the provisions of the Public Facility Corporation Act, Chapter 303, Texas Local Government Code, as amended (the “Act”); and

WHEREAS, Section 303.071 of the Act requires that the governing body of the Sponsor approve by resolution any of the Issuer’s bonds;

WHEREAS, it is deemed necessary and advisable that this Resolution be adopted;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE HOUSING AUTHORITY OF THE CITY OF AUSTIN THAT:

Section 1. The President and CEO of the Sponsor and/or his designee is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings (collectively the "Agreements") the President shall deem to be necessary or desirable in the consummation of the transactions herein contemplated.

Section 2. The Resolution authorizing the issuance of Austin Affordable PFC, Inc. Multifamily Housing Revenue Bonds (Pathways at Gaston Place), Series 2017A and Austin Affordable PFC, Inc. Multifamily Housing Revenue Bonds (Pathways at Gaston Place), Series 2017B, adopted by the Board of Directors of the Issuer on May 18, 2017 (the “Issuer Resolution”), a copy of which is attached hereto as Exhibit A and made a part hereof for all purposes, is hereby approved.

Section 3. The Bonds, which are issued in an aggregate principal amount not to exceed \$15,000,000, to finance the acquisition and construction of the five multifamily housing residential rental developments as described in the Issuer Resolution including, without limitation, utilities, foundation, structures and equipment, and owned and operated by Pathways at Gaston Place, LP, a Texas limited partnership (the “Project”) are hereby approved pursuant to Section 303.071 of the Act.

Section 4. The approval herein given is in accordance with the provisions of Section 303.071 of the Act and is not to be construed as any undertaking by the Sponsor, and the Bonds shall never constitute and indebtedness or pledge of the Sponsor, the City of Austin or the State of Texas, within the meaning of any constitutional or statutory provision, and the holders of the Bonds shall never be paid in whole or in part out of any funds raised or to be raised by taxation or any other revenues of the Issuer, the Sponsor, the City of Austin or the State of Texas except

those revenues assigned and pledged by the Issuer in the Trust Indenture (as defined in the Issuer Resolution).

Section 5. The issuance of the Bonds to assist in the financing of the Project will promote the public purposes set forth in Section 303.002 of the Act, will accomplish a valid public purpose of the Sponsor by providing for the acquisition, construction, rehabilitation, renovation, repair, equipping, furnishing and placement in service of public facilities in an orderly, planned manner and at the lowest possible borrowing costs, and will provide decent, safe, and sanitary urban housing for persons of low income.

Section 6. An income that is greater than 80% of Median Gross Income for the Austin area is the amount of income that the Sponsor considers necessary for families or persons to live, without financial assistance, in decent, safe and sanitary housing without overcrowding.

Section 7. The programs and expenditures authorized and contemplated by the Issuer Resolution are hereby in all respects approved.

Section 8. The President and Secretary of the Sponsor and the other officers of the Sponsor are hereby authorized, jointly and severally, to execute and deliver such endorsements, instruments, certificates, documents, or papers necessary and advisable to carry out the intent and purposes of this Resolution.

Section 9. This resolution shall be in full force and effect from and upon its adoption.

PASSED this 18th day of May, 2017.

[End of Resolution.]

Exhibit A

ISSUER RESOLUTION

[To be attached]

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

ITEM NO. 7

Presentation, Discussion and Possible Action of Resolution No. 2504: Authorizing The Housing Authority of the City Of Austin (the "Authority") To Take Such Actions Necessary or Convenient to Facilitate the Development and Rehabilitation of the Pathways at Gaston Place (the "Project")

HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD ACTION REQUEST
RESOLUTION NO. 2504

MEETING DATE: May 18, 2017

STAFF CONTACT: Ron Kowal

ITEM TITLE: Discussion, Consideration and Possible Action of Resolution No. 2504: Authorizing the Housing Authority of the City of Austin (The “Authority”) to take such actions necessary or convenient to facilitate the development and rehabilitation of Pathways at Gaston Place.

BUDGETED ITEM: NA

TOTAL COST: Not Applicable

ACTION

Motion to Approve Resolution No. 2504: Approval of resolution of the Housing Authority of the City of Austin to take such actions necessary or convenient to facilitate the development and rehabilitation of the Pathways at Gaston Place.

SUMMARY

The Rental Assistance Demonstration (RAD) Program was authorized by the Consolidated and Further Continuing Appropriations Act of 2012 which provided fiscal year 2012 appropriations for HUD to support this program. RAD is a tool that enables Public Housing Authorities to convert public housing subsidies into long-term, Section 8 rental assistance subsidy. This is beneficial to PHAs because historically public housing subsidies and funding for capital projects have been unpredictable and fluctuate annually due to federal budget cuts. The project based rental assistance program provides a much more stable and predictable annual subsidy. More importantly, the RAD tool provides PHA’s an opportunity to make substantial physical improvements to its properties, resulting in a higher quality of life for residents. Additionally, provisions with RAD ensure that existing residents are protected and enjoy more choices on where they wish to reside. The Housing Authority of the City of Austin (HACA) successfully converted eight properties in November 2016. HACA submitted applications for the remaining ten properties and received a “Commitment to enter into a Housing Assistance Payment Contract” (CHAP) award.

The RAD conversion and associated real estate transaction for Gaston Place is expected to close in early June, and residents will be temporarily relocated very soon after closing. HACA, along with our relocation consultant Overland, Pacific and Cutler (OPC) has already begun working with the residents to prepare for their moves. HACA will provide moving service and cover all related expenses. In order to minimize the inconvenience and displacement associated with relocation, HACA is employing a combination of methods, including offsite as well as onsite relocation.

The construction work at Gaston Place will include full rehabilitation of the units, including new walls, appliances, cabinetry, bathrooms, floors and paint. Site work will include new plumbing and electric,

improvements to the elevators, community space, landscaping and common areas. Total construction costs are estimated to be just over \$8 million. The repairs and renovations will be financed using 4% tax credits through the Texas Department of Housing and Community Affairs and Tax Exempt Bond proceeds issued by the Austin Affordable PFC, Inc. Resolution 2504 authorizes HACA to take such action as needed to facilitate the renovations for Gaston Place, and to take such other actions necessary or convenient to facilitate the development and renovations of Gaston Place.

Fiscal Impact:

☐

None

☐

Budgeted

Name of Fund(s)

Dollar Amount(s)

☐

FINANCE REVIEW:

Expenditure

or Account(s)

Not Budgeted, Will result in expenditures indicated below:

STAFF ANALYSIS SUMMARY

PRESIDENT AND CEO:

DEPARTMENT HEAD:

RESOLUTION NO. 2504

RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF AUSTIN (THE "AUTHORITY") TO TAKE SUCH ACTIONS NECESSARY OR CONVENIENT TO FACILITATE THE DEVELOPMENT AND REHABILITATION OF THE PATHWAYS AT GASTON PLACE (THE "PROJECT")

WHEREAS, the Authority owns the site containing the Project (the "Land");

WHEREAS, the Authority and Pathways at Gaston Place, LP (the "Partnership") desire to enter into a ground lease (the "Ground Lease") granting site control of the Land to the Partnership;

WHEREAS, pursuant to the terms of the Ground Lease, the Partnership is required to develop and rehabilitate the Project as a development dedicated for low-income persons in compliance with the laws and regulations applicable to eligible tenants under the federal low income housing tax credit program as established at 26 U.S.C. §42 and regulations promulgated pursuant thereto;

WHEREAS, the Authority desires to convey title to the improvements comprising the Project to the Partnership via a bill of sale;

WHEREAS, the Authority desires to extend seller financing to the Partnership in the approximate aggregate principal amount of \$6,300,000 in connection with the Partnership's acquisition of the improvements;

WHEREAS, the Authority may grant or loan demolition, relocation, capital and/or other financing funds in an amount not to exceed \$6,500,000 to the Austin Affordable Housing Corporation to facilitate the redevelopment of the Projects;

WHEREAS, the Authority has submitted an application with the United States Department of Housing and Urban Development ("HUD") for approval under the Rental Assistance Demonstration ("RAD") Program to designate certain units within the Projects as RAD units, and upon receipt of HUD approval, the Authority desires to implement the RAD units;

NOW, THEREFORE, in connection with the development, construction and equipping of the Project, the Board of Commissioners hereby adopt the following resolutions:

BE IT RESOLVED, that any officer of the Authority (the "Executing Officer"), acting alone, is hereby authorized to review, approve and execute all certificates, affidavits, agreements, documents and other writings (collectively the "Agreements") the Executing Officer shall deem to be necessary or desirable in the consummation of the transactions herein contemplated;

BE IT FURTHER RESOLVED, that all acts, transactions, or agreements undertaken prior hereto by the Executing Officer of the Authority, in connection with the foregoing matters

are hereby ratified and confirmed as the valid actions of the Authority, effective as of the date such actions were taken; and

BE IT FURTHER RESOLVED, that the Executing Officer is hereby authorized and directed for and on behalf of, and as the act and deed of the Authority, to take such further action in the consummation of the transactions herein contemplated and to do any and all other acts and things necessary or proper in furtherance thereof, as the Executing Officer shall deem to be necessary or desirable, and all acts heretofore taken by the designee of the Executing Officer to such end are hereby expressly ratified and confirmed as the acts and deeds of the Authority.

This resolution shall be in full force and effect from and upon its adoption.

[Remainder of page intentionally left blank for signature]

PASSED this 18th day of May, 2017.

ATTEST:

CHAIR

Secretary

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

EXECUTIVE SESSION

**The Board may go into Executive Session (close its meeting to the public)
Pursuant to:**

- a. § 551.071, Texas Gov't Code, consultations with Attorney regarding legal advice, pending or contemplated litigation; or a settlement offer;**
- b. §551.072, Texas Gov't Code, discussion about the purchase, exchange, lease or value of real property;**
- c. §551.074, Texas Gov't Code, discuss 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; including but not limited to the evaluation of the President/CEO**
- d. §551.087, Texas Gov't Code, discuss certain economic development negotiations.**

Return to Open Session for discussion, consideration and possible action of matters discussed in Executive Session

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

REPORTS

**May 18, 2017
Regular Meeting**

**HOUSING AUTHORITY OF THE CITY OF AUSTIN
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING**

ADJOURNMENT

**May 18, 2017
Regular Meeting**