

#### "MEETING NOTICE"

#### March 11, 2021

## A VIRTUAL/TELEPHONIC SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF DHA HOUSING SOLUTIONS FOR NORTH TEXAS WILL TAKE PLACE AT:

#### 11:00 A.M. ON WEDNESDAY, MARCH 17, 2021

#### To Join the Meeting:

- By Computer/Online click on the following link <a href="https://dhantx.zoom.us/j/96492563894">https://dhantx.zoom.us/j/96492563894</a> (Use the "raise hand" feature for permission to speak)
- By Cell Phone: Click on the One tap mobile number +13462487799, 96492563894# and then
  enter Meeting ID-964 9256 3894 (use \*9 for permission to speak)
- By Land Line: Dial (888) 788-0099 (US Toll-free) and then enter Meeting ID: 964 9256 3894

The Commissioners may conduct a closed meeting pursuant to §551.071 of the Texas Government Code to seek the advice of its attorneys about a pending or contemplated litigation or about a settlement offer; or to consult with its attorney on a matter in which the duty of its attorney under the Texas Disciplinary Rules or Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act and/or pursuant to §551.072 of the Texas Government Code to deliberate the purchase, exchange, lease, or value of real property, if deliberation in an open meeting would have a detrimental effect on the position of the Authority in negotiations with a third person and/or pursuant to §551.074 of the Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or charge against any officer or employee, unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

#### THE AGENDA OF THE MEETING IS LIMITED TO:

- Meeting Called to Order.
- Roll Call
- 3. Recognition of Individuals Wishing to Address the Board.
- 4. **Presentation:** Annual Finance Report
- 5. Approval of the February 4, 2021Special Meeting Minutes.

#### **DISCUSSION ITEMS:**

- 6. A Resolution Authorizing the President and Chief Executive Officer to Execute a Contract for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Carroll Townhomes. #5068
- 7. A Resolution Authorizing the President and Chief Executive Officer to Execute a Contract for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Monarch Townhomes. #5069
- 8. A Resolution Authorizing the President and Chief Executive Officer to Execute a Contract for the Roofing of Buildings at Carroll Townhomes. **#5070**
- A Resolution Authorizing the President and Chief Executive Officer to Execute a Contract for the Roofing of Buildings at Monarch Townhomes. #5071
- 10. A Resolution to Approve a Contract for Consulting Services to Assist with Space Planning, Review of Construction Documents and Construction Cost Estimating. #5072
- 11. A Resolution to Enter into a Memorandum of Understanding Between DHA and Lavoro Capital Holdings as a Potential Real Estate Development Partner. #5073
- 12. Recognition of Individuals Wishing to Address the Board.

"Pursuant to § 30.06, Penal Code, (trespass by holder <u>license</u> holder <u>with</u> 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."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capitulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

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

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia seg1un el subcapítulo h, capitulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

DHA will provide services or devices that allow persons with sensory, manual, or speaking handicaps or disabilities to have an equal opportunity to participate in its programs or activities. If such services or devices are needed, DHA must be notified five (5) working days prior to the particular meeting, program or activity so that provision for such can be made. Please call the Section 504 Coordinator at the telephone number (214) 951-8348 or TTY 1-800-735-2989.

DHA will not discriminate on the basis of race, color, national origin, religion, sex, disability, familial status, age, sexual orientation, gender identity or marital status.





#### Resolution No. 5068

RESOLUTION AUTHORIZING THE PRESIDENT & CHIEF EXECUTIVE OFFICER
TO EXECUTE A CONTRACT FOR THE
REPLACEMENT OF FASCIA, SOFFIT, WOOD TRIM AND EXTERIOR PAINTING AT
CARROLL TOWNHOMES

WHEREAS, bid contract documents and specifications have been prepared for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Carroll Townhomes;

WHEREAS, after public advertising, sealed bids have been received, and publicly opened and read aloud;

NOW, THEREFORE, BE IT RESOLVED that:

- 1) The President and CEO of the DHA-Housing Solutions for North Texas is authorized to award a contract for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Carroll Townhomes to the lowest responsible and responsive bidder; and
- 2) The President and CEO of the DHA-Housing Solutions for North Texas is authorized to serve as the Contracting Officer for the Authority in the administration of the above said contract or to designate a person to serve in his/her stead.

PASSED this 17 <sup>th</sup> day of March, 2021.	
ATTEST:	Jorge Baldor, Chairman
Troy Broussard, President & CEO & Secretary	



TO:

Commissioners of the Housing Authority of the City of Dallas, Texas

FROM:

Troy Broussard, President/CEO

**SUBJECT:** 

Board Resolution for Awarding a Contract for the Replacement of Fascia, Soffit,

Wood Trim and Exterior Painting at Carroll Townhomes

**DATE:** 

March 17, 2021

**COPIES:** 

File

#### I. Statement of Issue

Request the Board of Commissioners to approve the attached resolution for awarding a contract for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Carroll Townhomes.

#### II. Background and History

The scope of work includes but is not limited to furnishing and installing all materials, supplies, equipment and labor to complete the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Carroll Townhomes. Bid Contract Documents and Specifications were prepared and invitations were published for this work in accordance with State law.

#### III. Status of Current Action

Invitations were sent to 194 contractors on our bidders list. Nine (9) bids were received. The Bidding process has been completed and the lowest responsible and responsive bidder is 123 Remodeling and Roofing LLC. 123 Remodeling and Roofing LLC is a Minority owned company. Procurement requirements have been met and approved for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Carroll Townhomes.

#### IV. Recommendation

It is recommended that the resolution for the award of the Contract to 123 Remodeling and Roofing LLC for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Monarch Townhomes for an amount of \$177,850.00, be approved.





## BID TABULATION SHEET (IFB 2021-04) REPLACEMENT OF FASCIA, SOFFIT, WOOD TRIM EXT PAINT - CARROLL TH

Bids Opened at 3:00 p.m. on January 27, 2021

	BIDDER COMPANY NAME / ADDRESS	TOTAL BID	BID BOND & CERTIFICATION	ADDENDUM NO 1 & 2 (YES / NO	STATUS
1	123 Remodeling and Roofing LLC 307 S. McDonald Street, Suite 400 McKinney, Texas 75069	\$177,850.00	5%	NO	MBE Hispanic-American
2	Crystal Roofing & Construction LLC 2709 Dover Drive Lewisville, Texas 75056	\$189,674.00	Cashier's Check \$9,500.00	NO	MBE Asian Indian American HUB
3	Norman Roofing and Construction, Inc. 1088 Texan Trail Grapevine, Texas 76051	\$202,396.00	5%	No	NON-W/MBE
4	Precision Reconstruction Group P.O. Box 2995 Forney, Texas 75126	\$247,542.00	5%	No	NON-W/MBE
5	Galaxy Building Services, Inc. 1331 US Hwy. 80 East, Suite 103 Mesquite, Texas 75150	\$348,000.00	5%	No	MBE Asian Indian American HUB
6	McCarthy Wild Services Inc. 7198 Rendon New Hope Road Fort Worth, Texas 76140	\$437,500.00	5%	No	WBE HUB
7	Mesquite Installation Inc. 3151 Commonwealth Drive Dallas, Texas 75247	\$499,653.00 °			BID REJECTED. CONTRACTOR FAILED TO SUBMIT BID BOND.
8	J.B. & Co LLC 2626 Cole Avenue, Suite 300 Dallas, Texas 75204	\$678,000.00	5%	No	NON-W/MBE
9	Tarrant Roofing LLC 1900 Handley Ederville Road Fort Worth, Texas 76118	EN BING TO THE BOOK OF THE BOO	and the control of th		BID REJECTED. CONTRACTOR FAILED TO SUBMIT PRICING

Number of Bids Submitted: 9			
Number of Contractors on Plan List: 194			
DHA Representative Opening Bids: Marvin Suttice.	Purchasing A	Agent	î



#### Profile of Firm Form

(1)		ne of Firm: 123 Remodeling	and Roofing LLC			
(2)	Contact Person: Jose Beltran					
(3)		ddress: 307 S. McDonald St., Ste. 400				
(4)		•	5069			
(5)		phone: 469-657-9720		1 1.		
(6)			Email: office@123-remo	deling.com		
(7)	Plea	ise include the following informa				
	а.		399	and the same of th		
	b.	Year firm established; 2013				
	C.		s/Fort Worth; 2013			
	d.	Former name of firm and yea	r established (if applicable);			
	e.	Name of parent company and	date of acquisition (if applicable);			
(8)	lden	tify Principals/Partners in firm:				
SPER		NAME	THILE	% OLOWNERSHIP		
T.	77		Owner	100		
	se Be	Itran	OWARDI			
~~~						
(9)	Iden	tify the individuals that will act a	as project manager and any other s	upervisory personnel that will		
	Mai	AMAL		EST LE		
1	Tose	e Beltran	Owner	7 10		
	7000	- 1-9/16 CAL	- VVIII			
(10)	an go Te	ny services to the Federal ( evernment, the State of Texas, exas?Yes	im, or any of its principal(s), ever be Government (including, but not less or any local government agency to the NoX	imited to HUD), any state within or without the State of		
	_ (H)	yes, please attach a full detailed explar	nation, including dates, circumstances and co	irrent status.)		
1	05	e Beltran	Jose Beltran			
Signatu	ire		Printed Name			
123	Rem	odeling and Roofing LLC		1-99-909-1		
Compa		Substitute description of the state of the s		Date		

#### Minority Business Status

MINORITY BUSINESS ENTERPRISES (MBE), WOMAN-OWNED BUSINESS ENTERPRISES (WBE), HISTORICALLY UNDERUTILIZED BUSINESS (HUB), AND/OR SECTION 3 BUSINESS CONCERN STATUS

It is the intent of DHA to assure that Minority Business Enterprises (MBE), Women-Owned Business Enterprises, Historically Underutilized Businesses (HUBs) and Section 3 Business Concerns have an equal opportunity to participate in DHA's purchasing and contracting activities.

A.	The offeror has represented as part of its offer that it a Minority-Owned Business, which is defined as a busine group members; or, in the case of a publicly-owned business, one or more minority group members, and whose management such individuals. Minority group members include, but are a Americans, Asian Pacific Americans and Asian Indian Americans.	ss which is at least 51 percent of one in which at least 51 percent and daily business operations of limited to, Black American ans, and Hasidic Jewish Ameri	of its voting stock is owned by s are controlled by one or more s, Hispanic Americans, Native cans.
	Please indicate which minority group you qualify under: ( ) ( ) Asian Pacific American; ( ) Hasidic Jewish American; or, ( ) other (specify)	Black or African America American; ( ) Asian Indi	n; (X) Hispanic American; ian American; ( ) Native
B.	The offeror has represented as part of its offer that it ( ) is a Woman-Owned Business/Enterprise (WBE), which i one or more women; or, in the case of a publicly owned bus owned by one or more women, and whose management and individuals.	s defined as a business which is iness, one in which at least 5:	l percent of its voting stock is
C.	The offeror has represented as part of its offer that it () is an Historically Underutilized Business (HUB) as defin §2161.001 as an entity with its principal place of business is purpose of making a profit in which 51% or more of all classes by one or more economically disadvantaged persons who is corporation's control, operation, and management; (b) a sole prompletely owned, operated, and controlled by an economic purpose of making a profit in which 51% or more of the asseconomically disadvantaged persons who have a proportionate operation, and management; (d) a joint venture in which each as determined under another paragraph of this subdivision; or Business as determined under another paragraph of this subdivision Underutilized Business is directly involved in the manufacture ships the goods.	ned in Vernon's Texas Codes in this state (Texas) that is: (a) is of the shares of stock or other have a proportionate interest is roprietorship created for the pu- ially disadvantaged person; (c) ets and interest in the partners e interest and actively participal entity in the venture is a Histor (e) a supplier contract betwee tivision and a prime contractor	a corporation formed for the equitable securities are owned and actively participate in the prose of making a profit that is a partnership formed for the hip are owned by one or more ate in the corporation's control, orically Underutilized Business, en a Historically Underutilized or under which the Historically
D.	The offeror has represented as part of its offer that it () is a Section 3 Business Concern is defined in 24 CFR, Sec section 3 residents; or (b) whose permanent, full-time employe section 3 residents, or within three years of the date of first en or (c) that provides evidence of a commitment to subcontract to be awarded to business concerns that meet the qualifications 3 business concern."	tion 135 as a business (a) that it sees include persons, at least 30 aployment with the business co in excess of 25 percent of the o	percent of whom are currently uncern were section 3 residents; dollar award of all subcontracts
	If you have been certified by the North Central Texas Region certification only), DFW Minority Business Development Couthe Texas Building and Procurement Commission (minority and/or DHA (Section 3 business certification only) please attack	incil (minority- or women-owr - and women-owned busines:	s and HUB certification only)
_	Jose Beltvan	Jose Beltran	
SIG	VATURE	PRINT OR TYPE NAME	
-	3 Remodeling and Roofing LLC	dia a magazi (serantenementa	DATE - 20-209
WI.	M. M. C. Commercial		

#### Tim Lott

From:

Syed Raza

Sent:

Thursday, February 25, 2021 12:48 PM

To:

Benjamin Drummond

Cc:

Troy Broussard; Chetana Chaphekar, CPA; David Zappasodi; Tim Lott; Debbie Quitugua;

Delbra Henderson; Procurement

Subject:

Procurement Approval-123 Remodeling and Roofing for Replacement of Fascia, Soffit,

Wood Trim and Exterior Paint at Carroll Townhomes

**Procurer: Benjamin Drummond Department: Capital Programs** 

Procurement of: 123 Remodeling and Roofing, LLC

**Minority Status: MBE** 

Goods or Services: Replacement of Fascia, Soffit, Wood Trim and Exterior Paint at Carroll

**Townhomes** 

Method: Sealed Bids Cost: \$177,850.00 Term: 90 calendar days

Procurement: Approved 02-25-21
Insurance: Approved 02-25-21

Contract: Approved as to form 02-25-21

**Board Approval:** The DHA Board of Commissioners approval is required prior to the award of the Contract

Contract

Contract #	/	<b>Date</b>	

Based upon my review of the procurement documents provided by staff, I have determined that the procurement requirements have been met. The procurement is approved.

The vendor's ACORD Certificate(s) of Insurance have also been reviewed and approved as meeting DHA's requirements.

Finally, the proposed contract is approved as to form. You may provide the vendor with four (4) counterpart originals for execution. Please make certain that all exhibits referred to in the contract are attached to the execution copies.

Once you have obtained the vendor's signature you are to forward the four (4) counterpart originals along with the procurement approval letter to Mr. Troy Broussard, President/CEO or Chetana Chaphekar, CFO/Contracting Officer for the execution of the contract. DHA contract number will then be assigned to the original signed copies of the contract. The Executive office will retain one original copy for the vault, I will retain one original copy for my records, and the remaining two originals will be given to you for your records and for the contractor's records.

PLEASE MONITOR THIS CONTRACT CLOSELY TO MAKE CERTAIN THAT WORK DOES NOT EXTEND PAST THE TERM LENGTH AND THAT EXPENDITURES DO NOT EXCEED THE CONTRACT'S MONETARY LIMITS.





#### Resolution No. 5069

RESOLUTION AUTHORIZING THE PRESIDENT & CHIEF EXECUTIVE OFFICER
TO EXECUTE A CONTRACT FOR THE
REPLACEMENT OF FASCIA, SOFFIT, WOOD TRIM AND EXTERIOR PAINTING AT
MONARCH TOWNHOMES

WHEREAS, bid contract documents and specifications have been prepared for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Monarch Townhomes;

WHEREAS, after public advertising, sealed bids have been received, and publicly opened and read aloud;

NOW, THEREFORE, BE IT RESOLVED that:

- 1) The President and CEO of the DHA-Housing Solutions for North Texas is authorized to award a contract for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Monarch Townhomes to the lowest responsible and responsive bidder; and
- 2) The President and CEO of the DHA-Housing Solutions for North Texas is authorized to serve as the Contracting Officer for the Authority in the administration of the above said contract or to designate a person to serve in his/her stead.

PASSED this 17 <sup>th</sup> day of March, 2021.	
ATTEST:	Jorge Baldor, Chairman
Troy Broussard, President & CEO & Secretary	



**TO:** Commissioners of the Housing Authority of the City of Dallas, Texas

**FROM:** Troy Broussard, President/CEO

**SUBJECT:** Board Resolution for Awarding a Contract for the Replacement of Fascia, Soffit,

Wood Trim and Exterior Painting at Monarch Townhomes

**DATE:** March 17, 2021

**COPIES:** File

#### I. Statement of Issue

Request the Board of Commissioners to approve the attached resolution for awarding a contract for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Monarch Townhomes.

#### II. Background and History

The scope of work includes but is not limited to furnishing and installing all materials, supplies, equipment and labor to complete the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Monarch Townhomes. Bid Contract Documents and Specifications were prepared and invitations were published for this work in accordance with State law.

#### III. Status of Current Action

Invitations were sent to 194 contractors on our bidders list. Nine (9) bids were received. The Bidding process has been completed and the lowest responsible and responsive bidder is 123 Remodeling and Roofing LLC. 123 Remodeling and Roofing LLC is a Minority owned company. Procurement requirements have been met and approved for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Monarch Townhomes.

#### IV. Recommendation

It is recommended that the resolution for the award of the Contract to 123 Remodeling and Roofing LLC for the Replacement of Fascia, Soffit, Wood Trim and Exterior Painting at Monarch Townhomes for an amount of \$147,350.00, be approved.





### **BID TABULATION SHEET** (IFB 2021-03)

### REPLACEMENT OF FASCIA, SOFFIT, WOOD TRIM EXT PAINT - MONARCH TH

Bids Opened at 3:00 p.m. on January 27, 2021

	BIDDER COMPANY NAME / ADDRESS	TOTAL BID	BID BOND & CERTIFICATION	ADDENDUM NO 1 & 2 (YES / NO	STATUS
1	123 Remodeling and Roofing LLC 307 S. McDonald Street, Suite 400 McKinney, Texas 75069	\$147,350.00	5%	NO	MBE Hispanic-American
2	Crystal Roofing & Construction LLC 2709 Dover Drive Lewisville, Texas 75056	\$174,335.00	Cashier's Check \$8,750.00	NO	MBE Asian Indian American HUB
3	Norman Roofing and Construction, Inc. 1088 Texan Trail Grapevine, Texas 76051	\$201,042.00	5%	No	NON-W/MBE
4	Galaxy Building Services, Inc. 1331 US Hwy. 80 East, Suite 103 Mesquite, Texas 75150	\$271,000.00	5%	No	MBE Asian Indian American HUB
5	Precision Reconstruction Group P.O. Box 2995 Forney, Texas 75126	\$278,831.00	5%	No	NON-W/MBE
6	McCarthy Wild Services Inc. 7198 Rendon New Hope Road Fort Worth, Texas 76140	\$429,780.00	5%	No	WBE HUB
7	Mesquite Installation Inc. 3151 Commonwealth Drive Dallas, Texas 75247	\$459,994.91			BID REJECTED. CONTRACTOR FAILED TO SUBMIT BID BOND.
8	Tarrant Roofing LLC 1900 Handley Ederville Road Fort Worth, Texas 76118	\$539,681.00 <b>*</b>			BID REJECTED. CONTRACTOR ONLY SUBMITTED A COPY OF BID BOND.
9	J.B. & Co LLC 2626 Cole Avenue, Suite 300 Dallas, Texas 75204	\$667,000.00	5%	No	NON-W/MBE

Number of Bids Submitted: 9		
Number of Contractors on Plan List:	194	

DHA Representative Opening Bids: Marvin Suttice, Purchasing Agent 1



#### Profile of Firm Form

	Nam	e of Firm: 123 Remodeling and	Kooling LLC		
(2)	Contact Person: Jose Beltran				
(3)	3) Address: 307 S. McDonald St., Ste. 400				
(4)	City,	State, Zip: McKinney TX 75069	9		
(5)		phone: <u>469-657-9720</u>			
(6)	Fax:	469-796-5105	Email: office@123-rer	modeling.com	
(7)	Plea	se include the following information	ı:		
	a.	Tax ID Number; 46-1978399			
	b.	,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
	C.	Year firm established in Dallas/Fo	ort Worth; 2013		
	d.	Former name of firm and year esta	ablished (if applicable);		
	e.	Name of parent company and date	e of acquisition (if applicable	e);	
(8)	ídent	ify Principals/Partners in firm:			
		NAME	TITLE	% Of OWNERSHIP	
Ĭα	se Bel	tran	Owner	100	
		140.00	Military No. 1		
9)		ify the individuals that will act as pro on project:	oject manager and any othe	er supervisory personnel that will	
	WUIN	NAME	可证是 经现金证券	TILE	
-3-11	Jose	Beltran	Owner		
10)	anı gol Tex	barred Statement: Has this firm, or services to the Federal Government, the State of Texas, or a xas? Yes	emment (including, but no any local government agend NoX	ot limited to HUD), any state cy within or without the State of	
		es, please attach a full detailed explanation.	including dates, circumstances an	id current status.)	
<	(#y \_\S:	POLNON	Iose Beltran		
Signatu	08	Boltran	Jose Beltran Printed Name	2	
Signatu	ne OS	RO WAN		1-22 202	

#### Minority Business Status

MINORITY BUSINESS ENTERPRISES (MBE), WOMAN-OWNED BUSINESS ENTERPRISES (WBE), HISTORICALLY UNDERUTILIZED BUSINESS (HUB), AND/OR SECTION 3 BUSINESS CONCERN STATUS

It is the intent of DHA to assure that Minority Business Enterprises (MBE), Women-Owned Business Enterprises, Historically Underutilized Businesses (HUBs) and Section 3 Business Concerns have an equal opportunity to participate in DHA's purchasing and contracting activities.

A.	A. The offeror has represented as part of its offer that it ( ) is ( a Minority-Owned Business, which is defined as a business which is at group members; or, in the case of a publicly-owned business, one in which a one or more minority group members, and whose management and daily busuch individuals. Minority group members include, but are not limited to, Americans, Asian Pacific Americans and Asian Indian Americans, and Hasian Please indicate which minority group you qualify under: ( ) Black or Af ( ) Asian Pacific American; ( ) Hasidic Jewish American; (	t least 51 percent of its voting stock is owned by siness operations are controlled by one or more Black Americans, Hispanic Americans, Native lic Jewish Americans.
	American; or, ( ) other (specify)	
В.	B. The offeror has represented as part of its offer that it ( ) is ( a Woman-Owned Business/Enterprise (WBE), which is defined as a one or more women; or, in the case of a publicly owned business, one in owned by one or more women, and whose management and daily business individuals.	which at least 51 percent of its voting stock is
C.	C. The offeror has represented as part of its offer that it ( ) is ( an Historically Underutilized Business (HUB) as defined in Vernor §2161.001 as an entity with its principal place of business in this state (1 purpose of making a profit in which 51% or more of all classes of the shares by one or more economically disadvantaged persons who have a proportion completely owned, operation, and management; (b) a sole proprietorship completely owned, operated, and controlled by an economically disadvant purpose of making a profit in which 51% or more of the assets and interest economically disadvantaged persons who have a proportionate interest and operation, and management; (d) a joint venture in which each entity in the vas determined under another paragraph of this subdivision; or, (e) a supplie Business as determined under another paragraph of this subdivision and a Underutilized Business is directly involved in the manufacture or distributions the goods.	Texas) that is: (a) a corporation formed for the of stock or other equitable securities are owned tionate interest and actively participate in the created for the purpose of making a profit that is taged person; (c) a partnership formed for the st in the partnership are owned by one or more actively participate in the corporation's control, wenture is a Historically Underutilized Business, at contract between a Historically Underutilized prime contractor under which the Historically
D.	a Section 3 Business Concern is defined in 24 CFR, Section 135 as a section 3 residents; or (b) whose permanent, full-time employees include pe section 3 residents, or within three years of the date of first employment wit or (c) that provides evidence of a commitment to subcontract in excess of 2 to be awarded to business concerns that meet the qualifications set forth in p 3 business concern."	rsons, at least 30 percent of whom are currently he the business concern were section 3 residents; 5 percent of the dollar award of all subcontracts aragraphs (a) or (b) in this definition of "section
	If you have been certified by the North Central Texas Regional Certification certification only), DFW Minority Business Development Council (minority the Texas Building and Procurement Commission (minority- and womer and/or DHA (Section 3 business certification only) please attach a copy of the	or women-owned business certification only), and allowing business and HUB certification only)
	Jose Bel	tran
SIG	SIGNATURE PRINT OR TO	PE NAME
_	123 Remodeling and Roofing LLC COMPANY NAME (Offeror)	1-22-202 DATE

#### **Tim Lott**

From:

Sved Raza

Sent:

Thursday, February 25, 2021 12:06 PM

To:

Benjamin Drummond

Cc:

Troy Broussard; Chetana Chaphekar, CPA; David Zappasodi; Tim Lott; Debbie Quitugua;

Delbra Henderson; Procurement

Subject:

Procurement Approval-123 Remodeling and Roofing for Replacement of Fascia, Soffit,

Wood Trim and Exterior Paint at Monarch Townhomes

**Procurer: Benjamin Drummond Department: Capital Programs** 

Procurement of: 123 Remodeling and Roofing, LLC

**Minority Status: MBE** 

Goods or Services: Replacement of Fascia, Soffit, Wood Trim and Exterior Paint at Monarch

**Townhomes** 

Method: Sealed Bids Cost: \$147,350.00 Term: 90 calendar days

<u>Procurement: Approved 02-25-21</u> <u>Insurance: Approved 02-25-21</u>

**Contract: Approved as to form 02-25-21** 

**Board Approval:** The DHA Board of Commissioners approval is required prior to the award of the

Contract

Contract #	/ Date	
CUILLIACE TO	/ Date	

Based upon my review of the procurement documents provided by staff, I have determined that the procurement requirements have been met. The procurement is approved.

The vendor's ACORD Certificate(s) of Insurance have also been reviewed and approved as meeting DHA's requirements.

Finally, the proposed contract is approved as to form. You may provide the vendor with four (4) counterpart originals for execution. Please make certain that all exhibits referred to in the contract are attached to the execution copies.

Once you have obtained the vendor's signature you are to forward the four (4) counterpart originals along with the procurement approval letter to Mr. Troy Broussard, President/CEO or Chetana Chaphekar, CFO/Contracting Officer for the execution of the contract. DHA contract number will then be assigned to the original signed copies of the contract. The Executive office will retain one original copy for the vault, I will retain one original copy for my records, and the remaining two originals will be given to you for your records and for the contractor's records.

PLEASE MONITOR THIS CONTRACT CLOSELY TO MAKE CERTAIN THAT WORK DOES NOT EXTEND PAST THE TERM LENGTH AND THAT EXPENDITURES DO NOT EXCEED THE CONTRACT'S MONETARY LIMITS.





#### Resolution No. 5070

# RESOLUTION AUTHORIZING THE PRESIDENT & CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT FOR THE ROOFING OF BUILDINGS AT CARROLL TOWNHOMES

WHEREAS, bid contract documents and specifications have been prepared for the Roofing of buildings at Carroll Townhomes;

WHEREAS, after public advertising, sealed bids have been received, and publicly opened and read aloud;

NOW, THEREFORE, BE IT RESOLVED that:

- 1) The President and CEO of the DHA-Housing Solutions for North Texas is authorized to award a contract for the Roofing of buildings at Carroll Townhomes to the lowest responsible and responsive bidder; and
- 2) The President and CEO of the DHA-Housing Solutions for North Texas is authorized to serve as the Contracting Officer for the Authority in the administration of the above said contract or to designate a person to serve in his/her stead.

PASSED this 17 <sup>th</sup> day of March, 2021.	
ATTEST:	Jorge Baldor, Chairman
Troy Broussard, President & CEO & Secretary	



TO:

Commissioners of the Housing Authority of the City of Dallas, Texas

FROM:

Troy Broussard, President/CEO

**SUBJECT:** 

Board Resolution for Awarding a Contract for the Roofing of Buildings at Carroll

Townhomes

**DATE:** 

March 17, 2021

**COPIES:** 

File

#### I. Statement of Issue

Request the Board of Commissioners to approve the attached resolution for awarding a contract for the Roofing of Buildings at Carroll Townhomes.

#### II. Background and History

The scope of work includes but is not limited to furnishing and installing all materials, supplies, equipment and labor to complete the roofing of all buildings at Lakeview Townhomes. Bid Contract Documents and Specifications were prepared and invitations were published for this work in accordance with State law.

#### III. Status of Current Action

Invitations were sent to 194 contractors on our bidders list. Twelve (12) bids were received. The Bidding process has been completed and the lowest responsible and responsive bidder is 123 Remodeling and Roofing LLC. 123 Remodeling is a minority owned company, that has successfully completed work with DHA in the past. Procurement requirements have been met and approved for the Roofing at Lakeview Townhomes.

#### IV. Recommendation

It is recommended that the resolution for the award of the Contract to 123 Remodeling and Roofing LLC for the Roofing at Carroll Townhomes for an amount of \$104,350.00, be approved.





## BID TABULATION SHEET (IFB 2021-02) REPLACEMENT OF ROOFS AT CARROLL TOWNHOMES

Bids Opened at 3:00 p.m. on January 27, 2021

			in. On January 27		
	BIDDER COMPANY NAME / ADDRESS	TOTAL BID	EIU BOND & CERTIFICATION	NO 1 & 2 (YES / NO	STATUS
1_	123 Remodeling and Roofing LLC 307 S. McDonald Street, Suite 400 McKinney, Texas 75069	\$104,350.00	5%	NO	MBE Hispanic-American
2	Crystal Roofing & Construction LLC 2709 Dover Drive Lewisville, Texas 75056	\$112,305.00	Cashier's Check \$5,650.00	NO	MBE Asian Indian American HUB
3	Precision Reconstruction Group P.O. Box 2995 Forney, Texas 75126	\$123,111.00	5%	NO	NON-W/MBE
4_	American Building Services 11056 Shady Trail, Suite 107 Dallas, Texas 75229	\$126,088.00	5%	NO	MBE Hispanic-American
5	McCarthy Wild Services Inc. 7198 Rendon New Hope Road Fort Worth, Texas 76140	\$161,595.00	Contractor submitted copies of bid bond	NO	WBE HUB
6	A.A. National Roofing 287 Shilling Drive Elm Mott, Texas 76640	\$164,280.00	5%	NO	MBE Hispanic-American HUB
7	Norman Roofing and Construction, Inc. 1088 Texan Trail Grapevine, Texas 76051	\$167,700.00	5%	NO	NON-W/MBE
8	Elite Roofing and Consulting 330 N. 8th Street, Suite 210 Midlothian, Texas 76065	\$175,853.27	Contractor submitted copies of bid bond	NO	NON-W/MBE
	Mesquite Installation Inc. 3151 Commonwealth Drive Dallas, Texas 75247	\$183,675.92			BID REJECTED. CONTRACTOR FAILED TO SUBMIT BID BOND.
	J.B. & Co LLC 2626 Cole Avenue, Suite 300 Dallas, Texas 75204	\$273,000.00	5%	NO	NON-W/MBE
	Galaxy Building Services, Inc. 1331 US Hwy. 80 East, Suite 103 Mesquite, Texas 75150	\$472,000.00	5%	NO	MBE Asian Indian American HUB
	Tarrant Roofing LLC 1900 Handley Ederville Road				BID REJECTED. CONTRACTOR SUBMITTED BIDS FOR TWO DIFFERENT PROJECTS

Number	of Bids	Submitted:	12
Number	-f C		31

Number of Contractors on Plan List: 194

DHA Representative Opening Bids: Marvin Suttice, Purchasing Agent 1



#### **Profile of Firm Form**

(1)	Nan	ne of Firm: 123 Remodeling ar	nd Roofing LLC	
(2)		tact Person: Jose Beltran		
(3)	Add	ress: 307 S. McDonald St., Ste.	400	
(4)		State, Zip: McKinney TX 7500		
(5)	Tele	phone: 469-657-9720		
(6)	Fax:	469-769-5105	Email: office@123-remodeling	com
(7)	Plea	se include the following information	on:	
	а.	Tax ID Number; 46-1978399		
	b.	Year firm established; 201		
	C.	Year firm established in Dallas/F		
	đ.	Former name of firm and year e	stablished (if applicable);	
	€.	Name of parent company and da	ate of acquisition (if applicable);	
				Marie - State
(8)	identi	fy Principals/Partners in firm:		
		NAME		
Jos	e Beltr		Owner	100
	Marine Control Section		- Table	100
9)	identif	y the individuals that will act as n	roject manager and any other supervis	
(35)3	work c	n project:	sojoct manager and any other supervis	ory personnel that will
		AVVĒ	Ent a	1 2 3 1 2 2 2
Je	ose Bel	ran	Owner	
10)	Deire	Fred Statement: Has this firm, o	or any of its principal(s), ever been de	barred from providing
10)	gove	mment, the State of Texas, or a	or any of its principal(s), ever been de emment (including, but not limited	
10)	gove. Texa	mment, the State of Texas, or a s?Yes	nninent (including, but not limited Iny local government agency within o No X	to HUD), any state r without the State of
10)	gove Texa (li yes,	mment, the State of Texas, or a s? Yes	animent (including, but not limited Thy local government agency within o	to HUD), any state r without the State of
10)	gove. Texa	mment, the State of Texas, or a s? Yes	nninent (including, but not limited Iny local government agency within o No X	to HUD), any state r without the State of
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inelure	gove Texa (If yes,	mment, the State of Texas, or a s? Yes	Including, but not limited any local government agency within on No X including dates, circumstances and current stated including dates.	to HUD), any state r without the State of
inelure	gove Texa (If yes,	mment, the State of Texas, or a s?Yes	Including, but not limited any local government agency within on No X including dates, circumstances and current stated including dates.	to HUD), any state r without the State of
inchure 123 R	gove Texa (If yes,	mment, the State of Texas, or a s?Yes	Including, but not limited any local government agency within on No X including dates, circumstances and current stated including dates.	to HUD), any state r without the State of

#### Minority Business Status

# MINORITY BUSINESS ENTERPRISES (MBE), WOMAN-OWNED BUSINESS ENTERPRISES (WBE), HISTORICALLY UNDERUTILIZED BUSINESS (HUB), AND/OR SECTION 3 BUSINESS CONCERN STATUS

It is the intent of DHA to assure that Minority Business Enterprises (MBE), Women-Owned Business Enterprises, Historically Underutilized Businesses (HUBs) and Section 3 Business Concerns have an equal opportunity to participate in DHA's purchasing and contracting activities.

A	one or more minority group members, ar such individuals. Minority group members	offer that it (X) is () is not is defined as a business which is at least 51 percent owned by one or more minor cly-owned business, one in which at least 51 percent of its voting stock is owned d whose management and daily business operations are controlled by one or make include, but are not limited to, Black Americans, Hispanic Americans, Nati Asian Indian Americans, and Hasidic Jewish Americans.
	Please indicate which minority group you  ( ) Asian Pacific American; ( )  American; or, ( ) other (specify)	qualify under: ( ) Black or African American; ( X) Hispanic America Hasidic Jewish American; ( ) Asian Indian American; ( ) Nath
B.	a Woman-Owned Business/Enterprione or more women; or, in the case of a	ffer that it () is () is not  se (WBE), which is defined as a business which is at least 51 percent owned I  publicly owned business, one in which at least 51 percent of its voting stock  e management and daily business operations are controlled by one or more such
C.	purpose of making a profit in which 51% of by one or more economically disadvants corporation's control, operation, and mana completely owned, operated, and control purpose of making a profit in which 51% economically disadvantaged persons who loperation, and management; (d) a joint verse determined under another paragraph of Business as determined under another paragraph.	first that it () is () is not place of business in this state (Texas) that is: (a) a corporation formed for the properties of the shares of stock or other equitable securities are owned ged persons who have a proportionate interest and actively participate in the gernent; (b) a sole proprietorship created for the purpose of making a profit that is ed by an economically disadvantaged person; (c) a partnership formed for the or more of the assets and interest in the partnership are owned by one or more have a proportionate interest and actively participate in the corporation's control ture in which each entity in the venture is a Historically Underutilized Business this subdivision; or, (e) a supplier contract between a Historically Underutilized agraph of this subdivision and a prime contractor under which the Historically in the manufacture or distribution of the goods or otherwise warehouses and
D.	section 3 residents, or within three years of or (c) that provides evidence of a committee	er that it () is (X) is not ed in 24 CFR, Section 135 as a business (a) that is 51 percent or more owned by full-time employees include persons, at least 30 percent of whom are currently the date of first employment with the business concern were section 3 residents ent to subcontract in excess of 25 percent of the dollar award of all subcontracts t the qualifications set forth in paragraphs (a) or (b) in this definition of "section
	the Texas Building and Procurement Com	atral Texas Regional Certification Center (minority- or women-owned business Development Council (minority- or women-owned business certification only), mission (minority- and women-owned business and HUB certification only) only) please attach a copy of the Certification(s).
	Jose Beltran	Jose Beltran
SIGN	TURE	PRINT OR TYPE NAME
	Remodeling and Roofing LLC	1.22-2021

#### **Tim Lott**

From:

Sved Raza

Sent:

Thursday, February 25, 2021 1:17 PM

To:

Benjamin Drummond

Cc:

Troy Broussard; Chetana Chaphekar, CPA; David Zappasodi; Tim Lott; Debbie Quitugua;

Delbra Henderson: Procurement

Subject:

Procurement Approval-123 Remodeling and Roofing for Replacement of Roofs at

Carroll Townhomes

**Procurer: Benjamin Drummond Department: Capital Programs** 

Procurement of: 123 Remodeling and Roofing, LLC

**Minority Status: MBE** 

**Goods or Services: Replacement of Roofs at Carroll Townhomes** 

Method: Sealed Bids Cost: \$104,350.00 Term: 60 calendar days

Procurement: Approved 02-25-21
Insurance: Approved 02-25-21

Contract: Approved as to form 02-25-21

**Board Approval:** The DHA Board of Commissioners approval is required prior to the award of the Contract

Contract # / Date _	
---------------------	--

Based upon my review of the procurement documents provided by staff, I have determined that the procurement requirements have been met. The procurement is approved.

The vendor's ACORD Certificate(s) of Insurance have also been reviewed and approved as meeting DHA's requirements.

Finally, the proposed contract is approved as to form. You may provide the vendor with four (4) counterpart originals for execution. Please make certain that all exhibits referred to in the contract are attached to the execution copies.

Once you have obtained the vendor's signature you are to forward the four (4) counterpart originals along with the procurement approval letter to Mr. Troy Broussard, President/CEO or Chetana Chaphekar, CFO/Contracting Officer for the execution of the contract. DHA contract number will then be assigned to the original signed copies of the contract. The Executive office will retain one original copy for the vault, I will retain one original copy for my records, and the remaining two originals will be given to you for your records and for the contractor's records.

PLEASE MONITOR THIS CONTRACT CLOSELY TO MAKE CERTAIN THAT WORK DOES NOT EXTEND PAST THE TERM LENGTH AND THAT EXPENDITURES DO NOT EXCEED THE CONTRACT'S MONETARY LIMITS.





#### Resolution No. 5071

# RESOLUTION AUTHORIZING THE PRESIDENT & CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT FOR THE ROOFING OF BUILDINGS AT MONARCH TOWNHOMES

WHEREAS, bid contract documents and specifications have been prepared for the Roofing of buildings at Monarch Townhomes;

WHEREAS, after public advertising, sealed bids have been received, and publicly opened and read aloud;

NOW, THEREFORE, BE IT RESOLVED that:

- 1) The President and CEO of the DHA-Housing Solutions for North Texas is authorized to award a contract for the Roofing of buildings at Monarch Townhomes to the lowest responsible and responsive bidder; and
- 2) The President and CEO of the DHA-Housing Solutions for North Texas is authorized to serve as the Contracting Officer for the Authority in the administration of the above said contract or to designate a person to serve in his/her stead.

PASSED this 17 <sup>th</sup> day of March, 2021.	
ATTEST:	Jorge Baldor, Chairman
Troy Broussard, President & CEO & Secretary	



TO:

Commissioners of the Housing Authority of the City of Dallas, Texas

FROM:

Troy Broussard, President/CEO

**SUBJECT:** 

Board Resolution for Awarding a Contract for the Roofing of Buildings at Monarch

**Townhomes** 

DATE:

March 17, 2021

**COPIES:** 

File

#### I. Statement of Issue

Request the Board of Commissioners to approve the attached resolution for awarding a contract for the Roofing of Buildings at Monarch Townhomes.

#### II. Background and History

The scope of work includes but is not limited to furnishing and installing all materials, supplies, equipment and labor to complete the roofing of all buildings at Lakeview Townhomes. Bid Contract Documents and Specifications were prepared and invitations were published for this work in accordance with State law.

#### III. Status of Current Action

Invitations were sent to 194 contractors on our bidders list. Twelve (12) bids were received. The Bidding process has been completed and the lowest responsible and responsive bidder is Crystal Roofing and Construction LLC. Crystal Roofing is a minority owned company, This is their first opportunity to work with DHA but they have successful completed work in the past for the Fort Worth Housing Authority. Procurement requirements have been met and approved for the Roofing at Lakeview Townhomes.

#### IV. Recommendation

It is recommended that the resolution for the award of the Contract to Crystal Roofing and Construction LLC for the Roofing at Monarch Townhomes for an amount of \$112,235.00, be approved.





## BID TABULATION SHEET (IFB 2021-01) REPLACEMENT OF ROOFS AT MONARCH TOWNHOMES

Bids Opened at 3:00 p.m. on January 27, 2021

		,	ii. Oir January 27	,	
	SIGNER COMPANY NAME / ADDRESS	TOTAL BID	BID BOND & CERTIFICATION	ADDENDUM NO 1 & 2 (YES / NO	STAYU8
1	Crystal Roofing & Construction LLC 2709 Dover Drive Lewisville, Texas 75056	\$112,235.00	Cashier's Check \$5,650.00	No	MBE Asian Indian American HUB
2	Precision Reconstruction Group P.O. Box 2995 Forney, Texas 75126	\$112,310.00	5%	No	NON-W/MBE
3	123 Remodeling and Roofing LLC 307 S. McDonaid Street, Suite 400 McKinney, Texas 75069	\$122,350.00	5%	No	MBE Hispanic-American
4	American Building Services 11056 Shady Trail, Suite 107 Dallas, Texas 75229	\$135,291.00	5%	No	MBE Hispanic-American
5	Norman Roofing and Construction, Inc. 1088 Texan Trail Grapevine, Texas 76051	\$161,410.00	5%	No	NON-W/MBE
6	McCarthy Wild Services Inc. 7198 Rendon New Hope Road Fort Worth, Texas 76140	\$161,595.00	5%	No	WBE HUB
7	A.A. National Roofing 287 Shilling Drive Elm Mott, Texas 76640	\$165,990.00	5%	No	MBE Hispanic-American HUB
8	Elite Roofing and Consulting 330 N. 8th Street, Suite 210 Midlothian, Texas 76065	\$186,633.55	5% Vendor only submitted copy	No	NON-W/MBE
9	Tarrant Roofing LLC 1900 Handley Ederville Road Fort Worth, Texas 76118	\$194,697.00	6%	No	NON-W/MBE
10	Mesquite Installation Inc. 3151 Commonwealth Drive Dallas, Texas 75247	\$248,183.65	4		BID REJECTED. CONTRACTOR FAILED TO SUBMIT BID BOND.
	J.B. & Co LLC 2626 Cole Avenue, Suite 300 Dalias, Texas 75204	\$269,000.00	Ø		BID REJECTED. CONTRACTOR FAILED TO SUBMIT BID BOND.
12	Galaxy Building Services, Inc. 1331 US Hwy. 80 East, Suite 103 Mesquite, Texas 75150	\$271,000.00	5%	No	MBE Asian Indian American HUB

Number of Bids Submitted: _12
Number of Contractors on Plan List:194
DHA Representative Opening Bids: Marvin Suttice, Purchasing Agent 1



#### **Profile of Firm Form**

(7) Please include the following information:  a. Tax ID Number; 83-1745363 b. Year firm established; 2010 c. Year firm established in Dallas/Fort Worth;	(1)	Name of Firm:	Crystal Roofing & Co	nstruction	LLC		
(3) Address: 2709 Dover Dr (4) City, State, Zip: Lewisville TX 75056 (5) Telephone: 489-422-8945 (6) Fax: Emeil: benny@crystalroofingusa.com (7) Please include the following information: a. Tax ID Number; 83-1743983 b. Year firm established; 2010 c. Year firm established in Dallas/Fort Worth; 2010 d. Former name of firm and year established (if applicable); NA  e. Name of parent company and date of acquisition (if applicable); NA  (8) Identify Principals/Partners in firm:    NAME	(2)	Contact Person:	Benny Devassykutty				
(4) City, Stata, Zip: Lewisville TX 75056 (5) Telephone:							
(5) Telephone: 469-422-8945 (6) Fax:		City, State, Zip:	Lewisville TX 75056				
(7) Please include the following information: a. Tax ID Number; 63-1745363 b. Year firm established; 2010 c. Year firm established in Dallas/Fort Worth; 2010 d. Former name of firm and year established (if applicable); NA  e. Name of parent company and date of acquisition (if applicable); NA  (8) Identify Principals/Partners in firm:    NAME						***************************************	
(7) Please include the following information:  a. Tax ID Number; 83-1745363 b. Year firm established; 2010 c. Year firm established in Dallas/Fort Worth;		Fax:		En	nail: benny@crys	talroofingusa	ı.com
b. Year firm established; 2010  c. Year firm established in Dallas/Fort Worth;							
c. Year firm established in Dallas/Fort Worth;		a. Tax iD Num	ber; 83-1745363				
e. Name of parent company and date of acquisition (if applicable);NA		b. Year firm es	tablished; 2010				
e. Name of parent company and date of acquisition (if applicable); _NA		c. Year firm es	tablished in Dallas/	Fort Wort	h; <u>2010</u>		
Sibl Sebastian   President   50%		d. Former nam	e of firm and year e	stablishe	d (if applicable);	NA	
Sibl Sebastian   President   50%							- Addition on property
Sibi Sebastian President Sibi Sebastian President Sibi Sebastian President Sibi Sebastian President Sibi Sebastian Project  NAME Benny Devassykutty Project Manager  Benny Devassykutty Project Manager  (10)  Debarred Statement: Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes  Vit yes, please attach a full detailed explanation, including dates, circumstances and current status.)  Signature  Crystal Roofing & Construction LLC  O1/23/2021		e. Name of pa	rent company and d	ate of acc	juisition (if applicable	e); <u>NA</u>	
Sibi Sebastian President Sibi Sebastian President Sibi Sebastian President Sibi Sebastian President Sibi Sebastian Project  NAME Benny Devassykutty Project Manager  Benny Devassykutty Project Manager  (10)  Debarred Statement: Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes  Vit yes, please attach a full detailed explanation, including dates, circumstances and current status.)  Signature  Crystal Roofing & Construction LLC  O1/23/2021	/ <b>2</b> \	Identify Principals	/Dartners in firm:				_
Sibi Sebastian President 50%  Laveena Siby Managing Director 50%  (9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:    NAME   TILE	(0)	dentity i interpala		2000		- 1 - 5 - 5 - 5 - 5 - 5 - 5 - 5 - 5 - 5	
Lavesna Siby  Managing Director  50%  (9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:    NAME				AL ALLEY			* OF OWNERSHIP
(9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:    NAME					President		50%
Benny Devassykutty  Project Manager  (10) Debarred Statement: Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes  No X  (If yes, please attach a full detailed explanation, including dates, circumstances and current status.)  Signature  Signature  Crystal Roofing & Construction LLC  01/23/2021		Laveena Siby			Managing Director		50%
Benny Devassykutty  Project Manager  (10) Debarred Statement: Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes  No X  (If yes, please attach a full detailed explanation, including dates, circumstances and current status.)  Signature  Crystal Roofing & Construction LLC  01/23/2021							
Benny Devassykutty  Project Manager  (10) Debarred Statement: Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes  No X  (If yes, please attach a full detailed explanation, including dates, circumstances and current status.)  Signature  Crystal Roofing & Construction LLC  01/23/2021		100 Marie 110 Ma					
Benny Devassykutty  Project Manager  (10) Debarred Statement: Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes NoX  Office of the State of Texas, or any local government agency within or without the State of Texas? Yes NoX  Sibi Sebastian  Printed Name  Crystal Roofing & Construction LLC  01/23/2021	(9)	dentify the individ	uals that will act as	project m	anager and any othe	er superviso	y personnel that will
Benny Devassykutty   Project Manager			ANG:			70 to E	
(10) Debarred Statement: Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes No X (If yes, please attach a full detailed explanation, including dates, circumstances and current status.)  Sibi Sebastian Printed Name  Crystal Roofing & Construction LLC 01/23/2021			100000000000000000000000000000000000000		Pro	THE PARTY OF THE P	
any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes No _X							
any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes No X  (If yes, please attach a full detailed explanation, including dates, circumstances and current status.)  Sibi Sebastian  Printed Name  Crystal Roofing & Construction LLC  01/23/2021							
any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas? Yes No _X					-things - the second		
Crystal Roofing & Construction LLC  Silvi yes, please attach a full detailed explanation, including dates, circumstances and current status.)  Sibi Sebastian Printed Name  01/23/2021	(10)	any services to government, the	the Federal Go	vernment any loca	(including, but no	ok limited to	HUD), any state
Crystal Roofing & Construction LLC 01/23/2021	(	~	a full detailed explanation	on, including	dates, circumstances an	nd current statu	s. <i>)</i>
Crystal Roofing & Construction LLC 01/23/2021	$-\lambda$	lys					
Crystal Roofing & Construction LLC 01/23/2021	Signature	<b>B</b> —					
Orysia: ricolling & Goristaction ELC						01/	122/2021
Jornpeny Uste		Roofing & Constru	iction LLC			***	20/2UZ I
	company					Date	

#### Minority Business Status

## MINORITY BUSINESS ENTERPRISES (MBE), WOMAN-OWNED BUSINESS ENTERPRISES (WBE), HISTORICALLY UNDERUTILIZED BUSINESS (HUB), AND/OR SECTION 3 BUSINESS CONCERN STATUS

It is the intent of DHA to assure that Minority Business Enterprises (MBE), Women-Owned Business Enterprises, Historically Underutilized Businesses (HUBs) and Section 3 Business Concerns have an equal opportunity to participate in DHA's purchasing and contracting activities.

A.	The offeror has represented as part of its offer that it a <b>Minority-Owned Business</b> , which is defined as group members; or, in the case of a publicly-owned be one or more minority group members, and whose ma such individuals. Minority group members include, I Americans, Asian Pacific Americans and Asian Indian	a business which is at least 51 percusiness, one in which at least 51 percusiness, one in which at least 51 percusiness operate but are not limited to, Black American	cent of its voting stock is owned by ions are controlled by one or mor- icans, Hispanic Americans, Native
	Please indicate which minority group you qualify une ( ) Asian Pacific American; ( ) Hasidic J American; or, ( ) other (specify)	lewish American; (🔨) Asien i	ican; ( ) Hispanic American Indian American; ( ) Native
B,	The offeror has represented as part of its offer that it a Woman-Owned Business/Enterprise (WBE), one or more women; or, in the case of a publicly owned by one or more women, and whose managem individuals.	, which is defined as a business whi when business, one in which at leas	at 51 percent of its voting stock is
C.	The offeror has represented as part of its offer that it an Historically Underutilized Business (HUB) §2161.001 as an entity with its principal place of be purpose of making a profit in which 51% or more of a by one or more economically disadvantaged person corporation's control, operation, and management; (b) completely owned, operated, and controlled by an epurpose of making a profit in which 51% or more of economically disadvantaged persons who have a prop operation, and management; (d) a joint venture in whi as determined under another paragraph of this subdivibusiness as determined under another paragraph of tunderutilized Business is directly involved in the maships the goods.	as defined in Vernon's Texas Codusiness in this state (Texas) that is: a ll classes of the shares of stock or or is who have a proportionate interest a sole proprietorship created for the conomically disadvantaged person; the assets and interest in the particular ortionate interest and actively particular chemistry in the venture is a Hisson; or, (e) a supplier contract bethis subdivision and a prime contract anufacture or distribution of the go	ther equitable securities are owned stand actively participate in the purpose of making a profit that is (c) a partnership formed for the ership are owned by one or more injuries in the corporation's control, istorically Underutilized Business, ween a Historically Underutilized ctor under which the Historically
	The offeror has represented as part of its offer that it a Section 3 Business Concern is defined in 24 C section 3 residents; or (b) whose permanent, full-time section 3 residents, or within three years of the date of or (c) that provides evidence of a commitment to subc to be awarded to business concerns that meet the qualit 3 business concern."	FR, Section 135 as a business (a) the employees include persons, at least first employment with the business ontract in excess of 25 percent of the	30 percent of whom are currently concern were section 3 residents; the dollar award of all subcontracts
	If you have been certified by the North Central Texas certification only), DFW Minority Business Developm the Texas Building and Procurement Commission (n and/or DHA (Section 3 business certification only) plea	ent Council (minority- or women-oninority- and women-owned busin	wned business certification only), ess and HUB certification only)
*******	fullye	Sibi Sebastian	
SIGN	ATURE "	PRINT OR TYPE NAME	
Crys	stal Roofing & Construction LLC		01/25/2021
	PANY NAME (Offeror)	**************************************	DATE

#### Tim Lott

From:

Sved Raza

Sent:

Tuesday, March 2, 2021 12:55 PM

To:

Benjamin Drummond

Cc:

Troy Broussard; Chetana Chaphekar, CPA; David Zappasodi; Tim Lott; Debbie Quituqua;

Delbra Henderson; Procurement

**Subject:** 

Procurement Approval-Crystal Roofing & Construction for Replacement of Roofs at

Monarch Townhomes

**Procurer: Benjamin Drummond Department: Capital Programs** 

**Procurement of: Crystal Roofing & Construction, LLC** 

**Minority Status: MBE/HUB** 

**Goods or Services: Replacement of Roofs at Monarch Townhomes** 

Method: Sealed Bids Cost: \$112,235.00 Term: 60 calendar days

<u>Procurement: Approved 03-02-21</u> <u>Insurance: Approved 03-02-21</u>

Contract: Approved as to form 03-02-21

**Board Approval:** The DHA Board of Commissioners approval is required prior to the award of the

Contract

Based upon my review of the procurement documents provided by staff, I have determined that the procurement requirements have been met. The procurement is approved.

The vendor's ACORD Certificate(s) of Insurance have also been reviewed and approved as meeting DHA's requirements.

Finally, the proposed contract is approved as to form. You may provide the vendor with four (4) counterpart originals for execution. Please make certain that all exhibits referred to in the contract are attached to the execution copies.

Once you have obtained the vendor's signature you are to forward the four (4) counterpart originals along with the procurement approval letter to Mr. Troy Broussard, President/CEO or Chetana Chaphekar, CFO/Contracting Officer for the execution of the contract. DHA contract number will then be assigned to the original signed copies of the contract. The Executive office will retain one original copy for the vault, I will retain one original copy for my records, and the remaining two originals will be given to you for your records and for the contractor's records.

PLEASE MONITOR THIS CONTRACT CLOSELY TO MAKE CERTAIN THAT WORK DOES NOT EXTEND PAST THE TERM LENGTH AND THAT EXPENDITURES DO NOT EXCEED THE CONTRACT'S MONETARY LIMITS.

#### **RESOLUTION NO. 5072**

# RESOLUTION TO APPROVE A CONTRACT FOR CONSULTING SERVICES TO ASSIST WITH SPACE PLANNING, REVIEW OF CONSTRUCTION DOCUMENTS AND CONSTRUCTION COST ESTIMATING

WHEREAS, DHA's mission is to provide affordable quality housing and access to supportive resources across north Texas; and

**WHEREAS,** DHA is responsible to deliver quality housing services utilizing its resources prudently and effectively; and

WHEREAS, DHA has determined that it requires the services of a qualified and experienced consulting firm to provide services to include space planning, review of construction documents, and construction cost estimating; and

WHEREAS, after public advertising, Proposals from qualified firms were received and graded; and

WHEREAS, DHA has identified Matthews Southwest to provide these consulting services.

#### NOW, THEREFORE, BE IT RESOLVED that:

- 1) The DHA Board of Commissioners hereby authorizes the President and CEO or his designee to negotiate and execute a contract and all other documents reasonably related thereto with Matthews Southwest to provide consulting services to assist with space planning, review of construction documents, and construction cost estimating; and
- 2) The President & CEO is authorized to serve as the Contracting Officer for the Authority in the administration of the above said contract or to designate a person to serve in his/her stead.

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

PASSED this 17 <sup>th</sup> day of March, 2021.		
ATTEST:	Jorge Baldor, Chairman	
Troy Broussard, President & CEO & Secretary		







#### Memorandum

TO:

**DHA Board of Commissioners** 

FROM:

Troy Broussard, President & CEO

**SUBJECT:** 

Resolution to Approve a Contract for Consulting Services to Assist with Space Planning,

Review of Construction Documents and Construction Cost Estimating

DATE:

March 17, 2021

#### I. Statement of Issue

Request the Board of Commissioners approval of a contract for consulting services to assist with space planning, review of construction documents and construction cost estimating.

#### II. Background and History

In the course of major renovation of its existing properties or construction of new structures, DHA regularly employees the services of architects, engineers and other professionals to provide quality results. DHA desires to add additional professional services to assist with space planning, review of construction documents and construction cost estimating.

The first project DHA anticipates using these consulting services for is the HQ Services building addition. This consultant will work with DHA staff members and other procured professionals to ensure construction projects are developed on budget and on schedule and meet their intended needs.

#### III. Prior Board Action

There has been no previous action by the Board of Commissioners regarding this procurement.

#### IV. Status of Current Actions

DHA identified a general scope of work to provide the requested services. A Request for Proposals (RFP) was prepared and published for this work in accordance with State law and invitations sent to qualified firms on DHA's bid list. Three (3) firms responded to the Invitation. A selection committee evaluated the response. Procurement requirements have been met and approved. The review committee recommends Matthews Southwest be selected to perform this work.

#### V. <u>Recommendation</u>

DHA recommends approval of the subject resolution.



#### **CONSTRUCTION CONSULTANT - EVALUATION SPREADSHEET**

(RFP-2021-06)

CRITERIA:	Max Points	JRAF	Matthews Southwest	Tyson & Billy
Experience and Qualifications as Evidenced By:  1. Company (or companies) background and history.  2. Relevant experience with other projects.  3. Client references.  4. Project samples.	30	26	28	26
Strength of the Proposed Project Team as Evidenced By:  1. Appropriateness of management personnel and technical staff proposed.  2. Organizational approach to project management including workflow, reporting and quality assurance procedures.  3. Relevant experience with other projects.	25	19	21	18
Ability to Successfully Complete the Project as Evidenced By:  1. Understanding of task sequencing and major milestone events.  2. Adequacy of resources.  3. Knowledge of the City of Dallas Development Codes.  4. Ability to complete work on a timely basis and meet deadlines.  5. Efficiency in use of available study resources.	15	11	15	13
Cost Proposal	10	5	7	0
Response Characteristics:  1. Adherence to the required format.  2. Completeness of submittal.  3. Notarized certification statement that the firm is not debarred, suspended or otherwise prohibited from professional practice by any Federal, State or local agency.	10	9	8	7
MBE/WBE Certification and Section 3 Participation:  1. The Prime Consultant or Sub-Consultants are MBE/WBE Certified.  2. Section 3 Participation.	10	10	6	2
TO	OTALS:	81	85	66



#### PROFILE OF FIRM FORM

(1)	Nam	e of Firm: MSW Acquisitions,	LLC			
(2)	Cont	act Person: Kristian Teleki				
(3)	Addr	ess: 320 W Main St				
(4)	City,	State, Zip: Lewisville, TX 75	5057			
(5)	Tele	phone: 972.221.1199				
(6)	Fax:	972.221.1217	Email:	kteleki@matthewsso	uthwest.com	
(7)	Pleas	se include the following information:				
	a.	Tax ID Number: 75-2121197				
	b.	Year firm established: 2019				
	Ç.	Year firm established in Dallas/Fort	Worth:			
	d.	Former name of firm and year estable	lished (if appl	icable);		
	€.	Name of parent company and date of	of acquisition	(if applicable);		
(8)	Identi	fy Principals/Partners in firm:				
		NAME		TITLE	% Of OWNERSHIP	
Ma	tthew	s Holdings Southwest, Inc N	lanaging M	ember	100%	
(9)	Identi	fy the individuals that will act as projec	ct manager a	nd any other supervisory p	ersonnel that will work	
10000	on pr	oject: NAME	the Mark to the Notice	TITLE		
	Vrict	ian Teleki	S.	enior Vice President	series die Studies in 1960 in 1960	
		et Click				
				Construction & Design		
-	Crair	g Boeglin		Project Manager		
(10) <u>Debarred Statement</u> : Has this firm, or any of its principal(s), ever been debarred from providing any services to the Federal Government (including, but not limited to HUD), any state government, the State of Texas, or any local government agency within or without the State of Texas?						
			X			
(If y	(If yes, please attach a full detailed explanation, including dates, circumstances and current status.)					
	22E			Kristian Teleki		
Signatur		I Acquisitions 11 C	Print	ed Name	727-1	
	MIDA	/ Acquisitions, LLC		1000	the time to be g	

#### **RESOLUTION NO. 5073**

### RESOLUTION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN DHA AND LAVORO CAPITAL HOLDINGS AS A POTENTIAL REAL ESTATE DEVELOPMENT PARTNER

WHEREAS, DHA's mission is to provide affordable quality housing and access to supportive resources across north Texas; and

**WHEREAS**, DHA *Housing Solutions for North Texas* has determined the need for additional affordable housing in north Texas; and

WHEREAS, DHA Housing Solutions for North Texas has determined that an efficient and effective means of creating an incremental supply of affordable housing is through public-private partnerships with private sector real estate developers; and

WHEREAS, a Request for Qualifications ("RFQ") detailing DHA's development needs seeking development partners was issued; and

**WHEREAS,** Lavoro Capital Holdings submitted a qualification statement, which upon review and evaluation is determined to meet DHA's minimum requirements;

#### NOW, THEREFORE, BE IT RESOLVED that:

The DHA Board of Commissioners hereby authorizes the President and CEO or his designee to negotiate and enter into a Memorandum of Understanding ("MOU") with Lavoro Capital Holdings acknowledging Lavoro Capital Holdings as a real estate developer qualified to partner with DHA and to work with DHA to develop real estate projects, either on DHA's real estate holdings and on privately held land, in furtherance of DHA's mission to provide affordable quality housing and access to supportive services across north Texas.

This Resolution shall be in full force and effect from	n and upon its adoption.	
PASSED this 17 <sup>th</sup> day of March, 2021.		
ATTEST:	Jorge Baldor, Chairman	
ATTEST.		
Troy Broussard, President & CEO & Secretary		







#### Memorandum

TO:

**DHA Board of Commissioners** 

FROM:

Troy Broussard, President & CEO

SUBJECT:

Resolution Identifying a Qualified Developer - Lavoro Capital Holdings as a Potential

Real Estate Development Partner

DATE:

March 17, 2021

#### I. Statement of Issue

Request the Board of Commissioners approve the attached resolution selecting Lavoro Capital Holdings as a qualified partner for real estate development.

#### II. Prior Board Action

One of the Boards' policy initiatives is the creation of new affordable housing units. At the March 2018 Board meeting the Board of Commissioners by unanimous vote approved the new DHA organizational structure. An affiliate entity, North Texas Housing Partners, was established to transact real estate development deals. The Board authorized staff to actively seek public/private partnerships to develop DHA's real estate holdings identified in DHA's PHA Plan as well as private market real estate owned by developers. This solicitation of developers is a direct result of the Boards' policy direction.

#### III. Background and History

Governmental and quasi-governmental entities are required to follow a public procurement process for the purchase of goods and services. As such DHA is required to procure development partners for its real estate development activities.

#### IV. Status of Current Actions

A Request for Qualifications ("RFQ") for Development Teams was prepared and advertised in accordance with State law. This RFQ is open-ended i.e.; this procurement will remain open indefinitely. A panel of DHA staff reviews and evaluates the qualification statements received.

Lavoro Capital Holdings submitted a response to this RFQ which, after being evaluated, is recommended as a qualified development partner for DHA.

#### V. Recommendation

It is recommended that the attached resolution selecting Lavoro Capital Holdings as a qualified development partner be approved and further that the President and CEO is authorized to



negotiate and execute a Memorandum of Understanding ("MOU") with the qualified developer to develop real estate projects that further DHA's mission to provide affordable housing to low-income families and individuals, with specific project(s) to be presented to the DHA Board of Commissioners for approval.

