



“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 <https://dhantx.zoom.us/j/96492563894> (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:

1. Meeting Called to Order.
2. Roll Call
3. Recognition of Individuals Wishing to Address the Board.
4. **Presentation:** Annual Finance Report
5. Approval of the February 4, 2021 Special 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**
9. 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 license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed handgun.”

“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, capítulo 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 license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a handgun that is carried openly.”

“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 según el subcapítulo h, capítulo 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 17th day of March, 2021.

Jorge Baldor, Chairman

ATTEST:

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				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 Agent 1



Profile of Firm Form

- (1) Name of Firm: 123 Remodeling and Roofing LLC
- (2) Contact Person: Jose Beltran
- (3) Address: 307 S. McDonald St., Ste. 400
- (4) City, State, Zip: McKinney TX 75069
- (5) Telephone: 469-657-9720
- (6) Fax: 469-796-5105 Email: office@123-remodeling.com
- (7) Please include the following information:
 - a. Tax ID Number; 46-1978399
 - b. Year firm established; 2013
 - c. Year firm established in Dallas/Fort Worth; 2013
 - d. Former name of firm and year established (if applicable); _____
 - e. Name of parent company and date of acquisition (if applicable); _____

(8) Identify Principals/Partners in firm:

NAME	TITLE	% OF OWNERSHIP
Jose Beltran	Owner	100

(9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:

NAME	TITLE
Jose Beltran	Owner

(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.)

Jose Beltran Signature Printed Name Jose Beltran
123 Remodeling and Roofing LLC Company Date 1-22-2021

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 *is* *is not*
a **Minority-Owned Business**, which is defined as a business which is at least 51 percent owned by one or more minority group members; or, in the case of a publicly-owned business, one in which at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily business operations are controlled by one or more such individuals. Minority group members include, but are not limited to, Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans and Asian Indian Americans, and Hasidic Jewish Americans.

Please indicate which minority group you qualify under: *Black or African American*; *Hispanic American*;
 Asian Pacific American; *Hasidic Jewish American*; *Asian Indian American*; *Native American*; or, *other (specify)* _____

- B. The offeror has represented as part of its offer that it *is* *is not*
a **Woman-Owned Business/Enterprise (WBE)**, which is defined as a business which is at least 51 percent owned by one or more women; or, in the case of a publicly owned business, one in which at least 51 percent of its voting stock is owned by one or more women, and whose management and daily business operations are controlled by one or more such individuals.

- C. The offeror has represented as part of its offer that it *is* *is not*
an **Historically Underutilized Business (HUB)** as defined in Vernon's Texas Codes Annotated, Government Code, §2161.001 as an entity with its principal place of business in this state (Texas) that is: (a) a corporation formed for the purpose of making a profit in which 51% or more of all classes of the shares of stock or other equitable securities are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (b) a sole proprietorship created for the purpose of making a profit that is completely owned, operated, and controlled by an economically disadvantaged person; (c) a partnership formed for the purpose of making a profit in which 51% or more of the assets and interest in the partnership are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (d) a joint venture in which each entity in the venture is a Historically Underutilized Business, as determined under another paragraph of this subdivision; or, (e) a supplier contract between a Historically Underutilized Business as determined under another paragraph of this subdivision and a prime contractor under which the Historically Underutilized Business is directly involved in the manufacture or distribution of the goods or otherwise warehouses and ships the goods.

- D. The offeror has represented as part of its offer that it *is* *is not*
a **Section 3 Business Concern** is defined in 24 CFR, Section 135 as a business (a) that is 51 percent or more owned by section 3 residents; or (b) whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or (c) that provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (a) or (b) in this definition of "section 3 business concern."

If you have been certified by the North Central Texas Regional Certification Center (minority- or women-owned business certification only), DFW Minority Business Development Council (minority- or women-owned business certification only), the Texas Building and Procurement Commission (minority- and women-owned business and HUB certification only) and/or DHA (Section 3 business certification only) please attach a copy of the Certification(s).

Jose Beltran
SIGNATURE

Jose Beltran
PRINT OR TYPE NAME

123 Remodeling and Roofing LLC
COMPANY NAME (Offeror)

1-22-2021
DATE

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 # / 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. 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 17th day of March, 2021.

Jorge Baldor, Chairman

ATTEST:

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			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

- (1) Name of Firm: 123 Remodeling and Roofing LLC
- (2) Contact Person: Jose Beltran
- (3) Address: 307 S. McDonald St., Ste. 400
- (4) City, State, Zip: McKinney TX 75069
- (5) Telephone: 469-657-9720
- (6) Fax: 469-796-5105 Email: office@123-remodeling.com
- (7) Please include the following information:
 - a. Tax ID Number: 46-1978399
 - b. Year firm established: 2013
 - c. Year firm established in Dallas/Fort Worth: 2013
 - d. Former name of firm and year established (if applicable); _____
 - e. Name of parent company and date of acquisition (if applicable); _____

(8) Identify Principals/Partners in firm:

NAME	TITLE	% Of OWNERSHIP
Jose Beltran	Owner	100

(9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:

NAME	TITLE
Jose Beltran	Owner

(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.)

Jose Beltran
Signature

Jose Beltran
Printed Name

123 Remodeling and Roofing LLC
Company

1-22-2013
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 *is* *is not* a **Minority-Owned Business**, which is defined as a business which is at least 51 percent owned by one or more minority group members; or, in the case of a publicly-owned business, one in which at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily business operations are controlled by one or more such individuals. Minority group members include, but are not limited to, Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans and Asian Indian Americans, and Hasidic Jewish Americans.

Please indicate which minority group you qualify under: **Black or African American**; **Hispanic American**; **Asian Pacific American**; **Hasidic Jewish American**; **Asian Indian American**; **Native American**; or, **other (specify)** _____.

- B. The offeror has represented as part of its offer that it *is* *is not* a **Woman-Owned Business/Enterprise (WBE)**, which is defined as a business which is at least 51 percent owned by one or more women; or, in the case of a publicly owned business, one in which at least 51 percent of its voting stock is owned by one or more women, and whose management and daily business operations are controlled by one or more such individuals.
- C. The offeror has represented as part of its offer that it *is* *is not* an **Historically Underutilized Business (HUB)** as defined in Vernon's Texas Codes Annotated, Government Code, §2161.001 as an entity with its principal place of business in this state (Texas) that is: (a) a corporation formed for the purpose of making a profit in which 51% or more of all classes of the shares of stock or other equitable securities are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (b) a sole proprietorship created for the purpose of making a profit that is completely owned, operated, and controlled by an economically disadvantaged person; (c) a partnership formed for the purpose of making a profit in which 51% or more of the assets and interest in the partnership are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (d) a joint venture in which each entity in the venture is a Historically Underutilized Business, as determined under another paragraph of this subdivision; or, (e) a supplier contract between a Historically Underutilized Business as determined under another paragraph of this subdivision and a prime contractor under which the Historically Underutilized Business is directly involved in the manufacture or distribution of the goods or otherwise warehouses and ships the goods.
- D. The offeror has represented as part of its offer that it *is* *is not* a **Section 3 Business Concern** is defined in 24 CFR, Section 135 as a business (a) that is 51 percent or more owned by section 3 residents; or (b) whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or (c) that provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (a) or (b) in this definition of "section 3 business concern."

If you have been certified by the North Central Texas Regional Certification Center (minority- or women-owned business certification only), DFW Minority Business Development Council (minority- or women-owned business certification only), the Texas Building and Procurement Commission (minority- and women-owned business and HUB certification only) and/or DHA (Section 3 business certification only) please attach a copy of the Certification(s).

Jose Beltran
SIGNATURE

Jose Beltran
PRINT OR TYPE NAME

123 Remodeling and Roofing LLC
COMPANY NAME (Offeror)

1-22-2021
DATE

Tim Lott

From: Syed 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

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. 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 17th day of March, 2021.

Jorge Baldor, Chairman

ATTEST:

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

	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	\$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
9	Mesquite Installation Inc. 3151 Commonwealth Drive Dallas, Texas 75247	\$183,675.92			BID REJECTED. CONTRACTOR FAILED TO SUBMIT BID BOND.
10	J.B. & Co LLC 2626 Cole Avenue, Suite 300 Dallas, Texas 75204	\$273,000.00	5%	NO	NON-W/MBE
11	Galaxy Building Services, Inc. 1331 US Hwy. 80 East, Suite 103 Mesquite, Texas 75150	\$472,000.00	5%	NO	MBE Asian Indian American HUB
12	Tarrant Roofing LLC 1900 Handley Ederville Road Fort Worth, Texas 76118				BID REJECTED. CONTRACTOR SUBMITTED BIDS FOR TWO DIFFERENT PROJECTS

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

- (1) Name of Firm: 123 Remodeling and Roofing LLC
- (2) Contact Person: Jose Beltran
- (3) Address: 307 S. McDonald St., Ste. 400
- (4) City, State, Zip: McKinney TX 75069
- (5) Telephone: 469-657-9720
- (6) Fax: 469-769-5105 Email: office@123-remodeling.com
- (7) Please include the following information:
 - a. Tax ID Number; 46-1978399
 - b. Year firm established; 2013
 - c. Year firm established in Dallas/Fort Worth; 2013
 - d. Former name of firm and year established (if applicable); _____
 - e. Name of parent company and date of acquisition (if applicable); _____

(8) Identify Principals/Partners in firm:

NAME	TITLE	% OF OWNERSHIP
Jose Beltran	Owner	100

(9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:

NAME	TITLE
Jose Beltran	Owner

(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.)

Jose Beltran
Signature

Jose Beltran
Printed Name

123 Remodeling and Roofing LLC
Company

1-22-2021
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 is is not
a Minority-Owned Business, which is defined as a business which is at least 51 percent owned by one or more minority group members; or, in the case of a publicly-owned business, one in which at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily business operations are controlled by one or more such individuals. Minority group members include, but are not limited to, Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans and Asian Indian Americans, and Hasidic Jewish Americans.

Please indicate which minority group you qualify under: Black or African American; Hispanic American; Asian Pacific American; Hasidic Jewish American; Asian Indian American; Native American; or, other (specify) _____

- B. The offeror has represented as part of its offer that it is is not
a Woman-Owned Business/Enterprise (WBE), which is defined as a business which is at least 51 percent owned by one or more women; or, in the case of a publicly owned business, one in which at least 51 percent of its voting stock is owned by one or more women, and whose management and daily business operations are controlled by one or more such individuals.
- C. The offeror has represented as part of its offer that it is is not
an Historically Underutilized Business (HUB) as defined in Vernon's Texas Codes Annotated, Government Code, §2161.001 as an entity with its principal place of business in this state (Texas) that is: (a) a corporation formed for the purpose of making a profit in which 51% or more of all classes of the shares of stock or other equitable securities are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (b) a sole proprietorship created for the purpose of making a profit that is completely owned, operated, and controlled by an economically disadvantaged person; (c) a partnership formed for the purpose of making a profit in which 51% or more of the assets and interest in the partnership are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (d) a joint venture in which each entity in the venture is a Historically Underutilized Business, as determined under another paragraph of this subdivision; or, (e) a supplier contract between a Historically Underutilized Business as determined under another paragraph of this subdivision and a prime contractor under which the Historically Underutilized Business is directly involved in the manufacture or distribution of the goods or otherwise warehouses and ships the goods.
- D. The offeror has represented as part of its offer that it is is not
a Section 3 Business Concern is defined in 24 CFR, Section 135 as a business (a) that is 51 percent or more owned by section 3 residents; or (b) whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or (c) that provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (a) or (b) in this definition of "section 3 business concern."

If you have been certified by the North Central Texas Regional Certification Center (minority- or women-owned business certification only), DFW Minority Business Development Council (minority- or women-owned business certification only), the Texas Building and Procurement Commission (minority- and women-owned business and HUB certification only) and/or DHA (Section 3 business certification only) please attach a copy of the Certification(s).

Jose Beltran
SIGNATURE

Jose Beltran
PRINT OR TYPE NAME

123 Remodeling and Roofing LLC
COMPANY NAME (Offeror)

1-22-2021
DATE

Tim Lott

From: Syed 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 17th day of March, 2021.

Jorge Baldor, Chairman

ATTEST:

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

BIDDER COMPANY NAME / ADDRESS	TOTAL BID	BID BOND & CERTIFICATION	ADDENDUM NO 1 & 2 (YES / NO)	STATUS
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. McDonald 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	←		BID REJECTED. CONTRACTOR FAILED TO SUBMIT BID BOND.
11 J.B. & Co LLC 2626 Cole Avenue, Suite 300 Dallas, Texas 75204	\$269,000.00	←		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

- (1) Name of Firm: Crystal Roofing & Construction LLC
- (2) Contact Person: Benny Devassykutty
- (3) Address: 2709 Dover Dr
- (4) City, State, Zip: Lewisville TX 75056
- (5) Telephone: 469-422-8945
- (6) Fax: _____ Email: benny@crystalroofingusa.com
- (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: 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:

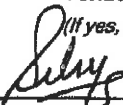
NAME	TITLE	% OF OWNERSHIP
Sibi Sebastian	President	50%
Laveena Siby	Managing Director	50%

(9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:

NAME	TITLE
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

Sibi Sebastian
Printed Name

Crystal Roofing & Construction LLC
Company

01/23/2021
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 *is* () *is not* a **Minority-Owned Business**, which is defined as a business which is at least 51 percent owned by one or more minority group members; or, in the case of a publicly-owned business, one in which at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily business operations are controlled by one or more such individuals. Minority group members include, but are not limited to, Black Americans, Hispanic Americans, Native Americans, Asian Pacific Americans and Asian Indian Americans, and Hasidic Jewish Americans.

Please indicate which minority group you qualify under: () *Black or African American*; () *Hispanic American*; () *Asian Pacific American*; () *Hasidic Jewish American*; *Asian Indian American*; () *Native American*; or, () *other (specify)* _____

- B. The offeror has represented as part of its offer that it () *is* *is not* a **Woman-Owned Business/Enterprise (WBE)**, which is defined as a business which is at least 51 percent owned by one or more women; or, in the case of a publicly owned business, one in which at least 51 percent of its voting stock is owned by one or more women, and whose management and daily business operations are controlled by one or more such individuals.
- C. The offeror has represented as part of its offer that it *is* () *is not* an **Historically Underutilized Business (HUB)** as defined in Vernon's Texas Codes Annotated, Government Code, §2161.001 as an entity with its principal place of business in this state (Texas) that is: (a) a corporation formed for the purpose of making a profit in which 51% or more of all classes of the shares of stock or other equitable securities are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (b) a sole proprietorship created for the purpose of making a profit that is completely owned, operated, and controlled by an economically disadvantaged person; (c) a partnership formed for the purpose of making a profit in which 51% or more of the assets and interest in the partnership are owned by one or more economically disadvantaged persons who have a proportionate interest and actively participate in the corporation's control, operation, and management; (d) a joint venture in which each entity in the venture is a Historically Underutilized Business, as determined under another paragraph of this subdivision; or, (e) a supplier contract between a Historically Underutilized Business as determined under another paragraph of this subdivision and a prime contractor under which the Historically Underutilized Business is directly involved in the manufacture or distribution of the goods or otherwise warehouses and ships the goods.
- D. The offeror has represented as part of its offer that it () *is* *is not* a **Section 3 Business Concern** is defined in 24 CFR, Section 135 as a business (a) that is 51 percent or more owned by section 3 residents; or (b) whose permanent, full-time employees include persons, at least 30 percent of whom are currently section 3 residents, or within three years of the date of first employment with the business concern were section 3 residents; or (c) that provides evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs (a) or (b) in this definition of "section 3 business concern."

If you have been certified by the North Central Texas Regional Certification Center (minority- or women-owned business certification only), DFW Minority Business Development Council (minority- or women-owned business certification only), the Texas Building and Procurement Commission (minority- and women-owned business and HUB certification only) and/or DHA (Section 3 business certification only) please attach a copy of the Certification(s).



SIGNATURE

Sibi Sebastian

PRINT OR TYPE NAME

Crystal Roofing & Construction LLC

COMPANY NAME (Offeror)

01/25/2021

DATE

Tim Lott

From: Syed Raza
Sent: Tuesday, March 2, 2021 12:55 PM
To: Benjamin Drummond
Cc: Troy Broussard; Chetana Chaphekar, CPA; David Zappasodi; Tim Lott; Debbie Quitugua; 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

Procurement: Approved 03-02-21
Insurance: Approved 03-02-21
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

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. 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 17th day of March, 2021.

Jorge Baldor, Chairman

ATTEST:

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 employs 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. Recommendation

DHA recommends approval of the subject resolution.

CONSTRUCTION CONSULTANT - EVALUATION SPREADSHEET

(RFP-2021-06)

CRITERIA:	Max Points	JRAF	Matthews Southwest	Tyson & Billy
<u>Experience and Qualifications as Evidenced By:</u> 1. Company (or companies) background and history. 2. Relevant experience with other projects. 3. Client references. 4. Project samples.	30	26	28	26
<u>Strength of the Proposed Project Team as Evidenced By:</u> 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
<u>Ability to Successfully Complete the Project as Evidenced By:</u> 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
<u>Cost Proposal</u>	10	5	7	0
<u>Response Characteristics:</u> 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
<u>MBE/WBE Certification and Section 3 Participation:</u> 1. The Prime Consultant or Sub-Consultants are MBE/WBE Certified. 2. Section 3 Participation.	10	10	6	2
TOTALS:		81	85	66



PROFILE OF FIRM FORM

- (1) Name of Firm: MSW Acquisitions, LLC
- (2) Contact Person: Kristian Teleki
- (3) Address: 320 W Main St
- (4) City, State, Zip: Lewisville, TX 75057
- (5) Telephone: 972.221.1199
- (6) Fax: 972.221.1217 Email: kteleki@matthewssouthwest.com
- (7) Please include the following information:
 - a. Tax ID Number: 75-2121197
 - b. Year firm established: 2019
 - c. Year firm established in Dallas/Fort Worth: _____
 - d. Former name of firm and year established (if applicable); _____
 - e. Name of parent company and date of acquisition (if applicable); _____

(8) Identify Principals/Partners in firm:

NAME	TITLE	% OF OWNERSHIP
Matthews Holdings Southwest, Inc	Managing Member	100%

(9) Identify the individuals that will act as project manager and any other supervisory personnel that will work on project:

NAME	TITLE
Kristian Teleki	Senior Vice President
Jerret Click	VP, Construction & Design
Craig Boeglin	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
MSW Acquisitions, LLC
 Company

Kristian Teleki
 Printed Name
Feb 20 2021
 Date

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 and upon its adoption.

PASSED this 17th day of March, 2021.

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.