

**“MEETING NOTICE”
March 14, 2024**

**A REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF DHA, HOUSING SOLUTIONS FOR NORTH TEXAS WILL TAKE PLACE AT:
THE DALE V. KESLER BOARD ROOM OF THE AUTHORITY, 3939 N. HAMPTON ROAD,
DALLAS, TEXAS 75212 AT:
12: 00 P.M. ON TUESDAY, MARCH 19, 2024**

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 MEETING AGENDA IS LIMITED TO:

1. Call to Order.
2. Roll Call
3. Recognition of Individuals Wishing to Address the Board.
4. Approval of the February 20, 2024 Regular Board of Commissioners Meeting Minutes.
5. PRESENTATION: FY2023 Financial Budget

DISCUSSION ITEM(S):

6. A Resolution to Approve the Replacement of Water Heaters at (41) Single-Family Homes. #5238
7. A Resolution to Approve the Replacement of Cedar Privacy Fences at Little Mexico Village. #5239
8. A Resolution to Contract for Landscape Maintenance Services. #5240
9. A Resolution to Contract for Custodial Maintenance Services. #5241
10. A Resolution to Contract for Pest Control Services. #5242

11. A Resolution Authorizing an Award of a Contract for Furniture and Demountable Walls for the DHA HQ Services Expansion Building and Current HQ Services Building. **#5243**
12. A Resolution Authorizing an Award of a Contract for the Finish-Out of the Third Floor of the DHA HQ Services Expansion Building and Renovation of the Current HQ Services Building. **#5244**
13. A Resolution to Replace HVAC Systems for the Dwelling Units at Cedar Springs Place. **#5245**
14. A Resolution to Replace HVAC Systems at the Community Buildings at Buckeye Trail Commons I and II. **#5246**
15. A Resolution to Enter into a Memorandum of Agreement Between DHA and Kaizen Development Group, LLC as a Potential Real Estate Development Partner. **#5247**
16. A Resolution to Enter into a Memorandum of Agreement Between DHA and Volunteers of America National Services as a Potential Real Estate Development Partner. **#5248**
17. A Resolution to Enter into a Memorandum of Agreement Between DHA and Brinshore Development, L. L. C. as a Potential Real Estate Development Partner. **#5249**
18. A Resolution to Enter into a Memorandum of Agreement Between DHA and McCormack Baron Salazar, Inc. as a Potential Real Estate Development Partner. **#5250**
19. A Resolution to Enter into a Memorandum of Agreement Between DHA and Ojala Holdings as a Potential Real Estate Development Partner. **#5251**
20. A Resolution to Enter into a Contract with Centre Technologies for Artic Wolf for Cybersecurity Services. **#5252**
21. Recognition of Individuals Wishing to Address the Board.
22. Adjournment

Pursuant to § 46.03 Penal Code (places weapons prohibited) and § 551.001 *et. seq.*, Government Code, a person(s) may not enter this Meeting Room carrying a firearm or other weapon.

De acuerdo con § 46.03, Código Penal (lugares donde están prohibidas las armas) y § 551.001 *et. seq.*, Código del Gobierno, gente están prohibidas de entrar con armas o armas ocultas en esta Lugar.



MINUTES OF THE REGULAR MEETING OF THE BOARD OF
COMMISSIONERS OF DHA HOUSING SOLUTIONS FOR NORTH TEXAS

The Board of Commissioners of DHA Housing Solutions for North Texas met in Regular Session on Tuesday, February 20, 2024 at 12:00 p.m. at DHA Headquarters in The Dale V. Kesler Board Room, 3939 N. Hampton Road, Dallas, TX 75212.

Chairwoman Culbreath called the meeting to order at 12:33 p.m., those present and absent was as follows:

Present: Betty Culbreath, Chairwoman
Almas Muscatwalla, Commissioner
Sabrina Steward, Commissioner

Absent: Michael Pegues, Vice Chairman
Lindsay Billingsley, Commissioner

Staff members in attendance:

Troy Broussard
Chetana Chaphekar
David Zappasodi
Delbra Henderson
Debbie Quitugua
Dr. Priscylla Bento
Laurin Compton
Letetia Patin
Karon Arnold
Brooke Etie
Tim Lott
Shannon Bramlet
Marlina Nunez
Equilla Still
Ken Duke
Griselda Prado
Carolyn Stovall
Will Sanders
Laurin Compton
Corie Pyburn
Kimberly Nelson
Brenda R. Fonseca

Arlena Cordero
Monica Tharp

Guest/Visitor(s) in attendance:

Ken Montgomery, DPFC

After roll call by Letetia Patin, general counsel, Chair Culbreath confirmed there was a quorum present. Commissioners Pegues and Billingsley were absent at roll call

Mr. Broussard called for anyone desiring to address the Board. He stated he did not receive cards from anyone requesting to speak.

Chair Culbreath called for a motion to approve the August 15 2023 Regular Meeting minutes. Upon a motion by Commissioner Steward to approve the minutes, duly seconded by Commissioner Muscatwalla and unanimously carried the minutes stood approved.

Mr. Broussard requested to review Resolutions #5218, 5220,5221,5236, 5237and take one vote for approval of the resolutions. He stated they were related in departmental matter. He stated he would read each Resolution for the record. Resolution #5218 a Resolution to Approve Foundation Condition Assessment Services at Roseland Estates and Townhomes; Resolution #5220 a Resolution to Remodel Kitchen and Bathrooms at Five (5) Single Family Homes; Resolution #5221 a Resolution to Enter into Contracts with Select Firms for Engineering Services; Resolution #5236 a Resolution to Replace Existing Water Features with a New Splash Pad and to Implement Annual Maintenance and Water Quality Upkeep with GPSI at Roseland Homes; Resolution # 5237, a Resolution to Replace Existing Water Features with a New Splash Pad and to Implement Annual Maintenance and Water Quality Upkeep with GPSI at Buckeye Trail Commons.

Upon a motion by Commissioner Muscatwalla to approve Resolutions #5218, 5220, 5221, 5236, and 5237, duly seconded by Commissioner Steward and unanimously carried, the resolutions were approved and adopted.

Mr. Broussard announced Resolution #5219 was tabled.

He then requested to combine the vote for Resolutions 5222, #5223, #5224, #5225, #5226, and #5229. He read each Resolution out loud: Resolution #5222 a Resolution Authorizing DHA to Create NTHP Creations, Inc. a Public Facility Corporation,, and any Other Actions Necessary or Convenient to Carry Out This Resolution; Resolution #5223 a Resolution Authorizing DHA to Create NTHP Vistas, Inc. a Public Facility Corporation,, and any Other Actions Necessary or Convenient to Carry Out This Resolution; Resolution #5224 a Resolution Authorizing DHA to Create NTHP Horizons, Inc. a Public Facility Corporation,, and any Other Actions Necessary or Convenient to Carry Out This Resolution; Resolution #5225 a Resolution Authorizing DHA to Create NTHP Renaissance, Inc. a Public Facility Corporation,, and any Other Actions Necessary or Convenient to Carry Out This Resolution; Resolution #5226 a Resolution

Authorizing DHA to Create NTHP Kings Parc, Inc. a Public Facility Corporation,, and any Other Actions Necessary or Convenient to Carry Out This Resolution; and Resolution #5229 a Resolution Affirming the Creation of the Culbreath LP, a Texas Limited Partnership and any Other Actions Necessary or Convenient to Carry Out This Resolution.

Upon a motion by Commissioner Steward to approve Resolutions #5222, 5223, 5224, 5225, 5226, and 5229, duly seconded by Commissioner Muscatwalla and unanimously carried, the resolutions were approved and adopted.

Mr. Broussard introduced Resolution #5227, A Resolution Authorizing the President and CEO to Submit an Application to the U.S. Department of Housing and Urban Development for the Demolition of the Non-Residential Buildings at Cedar Springs Place.

Upon a motion by Commissioner Steward to approve Resolution #5227, duly seconded by Commissioner Muscatwalla and unanimously carried, resolution #5227 was approved and adopted.

Mr. Broussard introduced Resolution #5228, A Resolution Authorizing the Obligation of p to \$12,000,000 of Business Activity and Capital Fund Program Funds for the Development of the Culbreath Senior Housing on a Portion of the Former Rhoads Terrace Public Housing Site.

Upon a motion by Commissioner Steward to approve Resolutions #5228, duly seconded by Commissioner Muscatwalla and unanimously carried, Resolution #5228 was approved and adopted.

Mr. Broussard introduced Resolution #5230, A Resolution Authorizing the President and CEO to Request a Revision to the July 9, 2015 Revised Approval by the U.S. Department of Housing and Urban Development of the Disposition of the Former Rhoads Terrace Public Housing Development Site.

Upon a motion by Commissioner Steward to approve Resolution #5230, duly seconded by Commissioner Muscatwalla and unanimously carried, resolution #5230 was approved and adopted.

Mr. Broussard introduced Resolution #5231, A Resolution Authorizing the President and CEO to Submit an Application to the U.S. Department of Housing and Urban Development for the Partial Disposition of the Roseland Townhomes Asset Management Project.

Upon a motion by Commissioner Muscatwalla to approve Resolution #5231, duly seconded by Commissioner Steward and unanimously carried, resolution #5231 was approved and adopted.

Mr. Broussard introduced Resolution #5232, a Resolution Authorizing the President to Submit an Application to the U.S. Department of Housing and Urban Development for the Demolition and Disposition of Cliff Manor.

Upon a motion by Commissioner Steward to approve Resolution #5232 duly seconded by Commissioner Muscatwalla and unanimously carried, resolution #5232 was approved and adopted.

Mr. Broussard introduced Resolution #5233, a Resolution Authorizing Submission of the Fiscal Year 2023 Section 8 Management Assessment Program (SEMAP) Certification for the DHA Housing Choice Voucher Program. Ms. Griselda Prada of Voucher Programs briefed the Board on how the Fiscal Year 2023 Section 8 Management Assessment Program (SEMAP) Certification for the DHA Housing Choice Voucher Program score was determined.

Upon a motion by Commissioner Steward to approve Resolution #5233, duly seconded by Commissioner Muscatwalla and unanimously carried, resolution #5233 was approved and adopted.

Mr. Broussard introduced Resolution #5234, A Resolution Authorizing the Write-Off of Uncollectible Accounts from Vacated Tenants for the Period Ending December 31, 2023.

Upon a motion by Commissioner Steward to approve Resolution #5234, duly seconded by Commissioner Muscatwalla and unanimously carried, resolution #5234 was approved and adopted.

Mr. Broussard introduced Resolution #5235, A Resolution Authorizing the Negotiation and Execution of Access Agreement Documents for an Escarpment on DHA Real Property.

Upon a motion by Commissioner Steward to approve Resolution #5235 7, duly seconded by Commissioner Muscatwalla and unanimously carried, Resolution #5235 was approved and adopted.

Mr. Broussard then introduced Mr. David Zappasodi, senior vice president/COO.

Mr. Zappasodi gave a year-in-review of the Agency.

Mr. Broussard then announce the Commissioners would now recess and reconvene in a closed meeting as authorized by §551.071 of the Texas Government Code, which allows closed meetings for the purpose of seeking the advice of its attorneys about pending or contemplated litigation or about a settlement offer or to consult its attorneys on a matter in which the duty of its attorneys 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, which allows closed meetings 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 of 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 Closed meeting began at 1:48 p.m. and concluded at 2:11 p.m.

There being no further business to transact, the meeting adjourned at 2:12 p.m.

Betty Culbreath, Chair

Resolution No. 5238

RESOLUTION TO APPROVE THE REPLACEMENT OF WATER HEATERS AT (41) SINGLE-FAMILY HOMES

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

WHEREAS, DHA has determined it necessary and appropriate to replace Water Heaters at (41) Single-Family Homes; and

WHEREAS, DHA has satisfied the HUD procurement requirements for this project.

NOW, THEREFORE, BE IT RESOLVED

By the DHA Board of Commissioners that:

1) The DHA President and CEO or his designee is authorized to award a contract, through Buy Board procurement, to Replace Water Heaters at (41) Single-Family Homes to Assured Comfort Services, the lowest most responsible and responsive bidder; and be it further resolved that,

2) The DHA 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 stead.

Presented and Passed on this 19th day of March 2024 by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

Betty Culbreath, Chair

ATTEST:

Troy Broussard, President, CEO and Secretary



TO: DHA Board of Commissioners

FROM: Troy Broussard, President and CEO

SUBJECT: Resolution to Approve the Replacement of Water Heaters at (41) Single Family Homes

DATE: March 19, 2024

COPIES: File

I. Description of Action to be Taken

DHA has determined it necessary and appropriate to replace water heaters in 41 of its Single Family homes.

II. Background and History

DHA owns and manages specific single-family homes in addition to multi-family rental housing through the low rent public housing program.

The expected lifespan of water heaters are approximately 8 to 15 years. The waters heaters in the subject 41 units meet the maximum useful lifespan and are determined to require replacement.

The scope of work includes but is not limited to furnishing and installing all materials, supplies, bond, equipment and labor to Replace Water Heaters at (41) Single-Family Homes.

III. Status of Current Action

DHA invited Assured Comfort Services (ACS) to furnish a proposal for the replacement of water heaters at (41) single-family homes. DHA completed the procurement of this project using the HUD authorized alternative cooperative procurement method, i.e., a Buy Board. Assured Comfort Services a Texas Historically Underutilized Business (HUB) and NCTRCA Disadvantaged Business.

This procurement is a direct procurement method with a preferred vendor who provided a proposal that was determined to be reasonable and responsive to the scope of work requested.

IV. Recommendation

We recommended that the DHA Board of Commissioners approve the resolution for the award of the Contract through Buy Board to Assured Comfort Services to replace water heaters at (41) single-family homes for an amount of \$180,202.00.



Resolution No. 5239

**RESOLUTION TO APPROVE THE REPLACEMENT OF CEDAR PRIVACY FENCES
AT LITTLE MEXICO VILLAGE**

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

WHEREAS, HUD required procurement procedures is completed to Replace Cedar Privacy Fences with Ware Fencing, LLC at Little Mexico Village;

NOW, THEREFORE, BE IT RESOLVED

By the DHA Board of Commissioners that:

1) The DHA President and CEO or his designee is authorized to award a contract to Ware Fencing LLC through TIPS procurement to Replace Cedar Privacy Fences at Little Mexico Village. Ware Fencing LLC is the lowest most responsible and responsive bidder; and be it further resolved that,

2) The DHA 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 stead.

Presented and Passed on this 26th day of March 2024 by a vote of _____ ayes and _____ nays at a regular meeting of the DHA Board of Commissioners.

Betty Culbreath, Chair

ATTEST:

Troy Broussard, President, CEO and Secretary

TO: DHA Board of Commissioners

FROM: Troy Broussard, President and CEO

SUBJECT: Resolution to Approve the Replacement of Cedar Privacy Fences at Little Mexico Village

DATE: March 19, 2024

COPIES: File

I. Description of Action to be Taken

DHA has determined that it is necessary and appropriate to replace the dilapidated cedar privacy fences at Little Mexico Village multifamily rental housing development.

II. Background and History

Little Mexico Village is a multifamily development that is approximately 30 years old. Structural modifications were made to the property around 2016 but it did not include the privacy fences.

Cedar fencing has an expected material usefulness between 15 and 40 years depending on certain variables like treatment, maintenance, and the climate. Historical information suggest that the existing cedar fences have not been replaced since the original installation making them approximately 30 years old. Furthermore, the current state of the fences is deteriorated beyond preservation or repair. Therefore, the replacement of the cedar fences is necessary because they have exceeded their material life span and it is an integral part of the revitalization goals for Little Mexico Village.

The scope of work includes but is not limited to furnishing and installing all materials, supplies, bond, equipment and labor to Replace Cedar Privacy Fences at Little Mexico Village.

III. Status of Current Action

DHA invited companies from the Interlocal Purchasing System, TIPS to provide estimates to replace cedar privacy fences at Little Mexico Village. They were given a month to return a response. DHA received one response by Ware Fencing, LLC.

The request for proposals was solicited from qualified vendors listed on TIPS. The vendor met with DHA staff, on multiple occasions, to assess the site and scope of work required. After considering different options for the replacement of cedar privacy fences, replacing them with the same material was determined to be the better option.

IV. Recommendation

We recommended that the DHA Board of Commissioners approve the resolution for the award of the contract through TIPS procurement to Ware Fencing, LLC to replace cedar privacy fences at Little Mexico Village for an amount of \$263,632.00.

Resolution No. 5240

RESOLUTION TO CONTRACT FOR LANDSCAPE MAINTENANCE SERVICES

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

WHEREAS, Responses to a Request for Proposal were received by the due date and were reviewed and evaluated by an evaluation committee; and

WHEREAS, Richmond & Associates Landscaping, Ltd. was ranked highest for both technical and price and is recommended for award.

NOW, THEREFORE, BE IT RESOLVED THAT:

the DHA Board of Commissioners hereby authorizes the DHA President and CEO or his designee, to enter into a contract for Landscape Maintenance Services with Richmond & Associates Landscaping, Ltd. for a period of three-years, with two one-year options, in an amount to cover base service and additional DHA directed services as included in the scope.

PRESENTED AND PASSED on this the 19th day of March, 2024 by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

ATTEST:

Betty Culbreath, Chair

Troy Broussard, President, CEO and Secretary

Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President & CEO
Subject: RESOLUTION TO CONTRACT FOR LANDSCAPE MAINTENANCE SERVICES
Date: March 19, 2024

I. Description of Action to be Taken

Approval to enter into a contract with Richmond & Associates Landscaping, Ltd. for Landscape Maintenance Services.

II. Background/History

In accordance with existing policy, DHA is required to seek Board of Commissioners approval for expenditures over \$100,000. This contract shall furnish all labor, tools, equipment, materials, supplies, and transportation necessary to provide Landscape Maintenance Services to all of DHA developments and administrative offices. The contract allows for repair of sprinkler systems as directed by DHA and DHA directed services at fixed prices like storm damage cleanup, tree trimming or cutting and beatification projects.

DHA has contracted for Landscape Maintenance Services for many years. Its most recent contract is with Richmond & Associates Landscaping, Ltd.

III. Status of Current Action

DHA published a Request for Proposals (RFP-2024-05) that opened on January 18, 2024. The RFP closed on February 8, 2024, with two proposals received.

The two proposals were evaluated using the following published criteria.

EVALUATION CRITERIA	MAXIMUM POINTS
Experience	35
Customer Service/ Personnel	25
Cost Proposal	40
Total Points:	100

The Evaluation Committee independently scored the proposals as follows:

Supplier	Price for 3- years	Experience Criteria Max 35	Customer Service / Personnel Criteria Max 25	Price Points Max 40	Total Technical and Price Points Max 100
Richmond & Associates Landscaping Ltd	\$2,522,849.04	19	27	40	86
Good Earth	\$4,839,480.00	19	24	21	63

Based on the evaluation, Richmond & Associates Landscaping Ltd. is the highest ranked proposer. Richmond & Associates Landscaping Ltd. is determined to be a responsible contractor and is not on the federal debarred / suspended list. Richmond Landscaping is not a MB/WE however they are a Section 3 compliant. Their Price is fair and reasonable based on full and open competition, Historical Pricing, Market research, and DHA cost estimate.

IV. Recommendation

It is recommended the Board of Commissioners approve the attached resolution authorizing the President and CEO of DHA, to enter into a contract for Landscape Maintenance Services with Richmond & Associates Landscaping, Ltd. for a period of three-years, with two one-year options in a 1st year annual amount of \$823,440.84 for base services and with additional cost for DHA directed services allowed for in the scope at fixed rates. This will include up to \$200,000 for a onetime system wide sprinkler upgrade to be performed in 2024. Fixed prices for year 2 and 3 are provided by the vendor.

RFP - Landscape Maintenance Services

- (1) Name of Firm: Richmond & Associates Landscaping, Ltd.
- (2) Contact Person: Chaun Sherman
- (3) Address: 1410 Westway Circle
- (4) City, State, Zip: Carrplton, Texas 75006
- (5) Telephone: 972-488-4769
- (6) Fax: n/a Email: chaun@richmondlandscape.com
- (7) Please include the following information:
- a. Tax ID Number: 20-0436374
 - b. Year firm established: 2004
 - c. Year firm established in Dallas/Fort Worth: 2004
 - d. Former name of firm and year established (if applicable): Signature, Ltd. 1993
 - e. Name of parent company and date of acquisition (if applicable): _____

(8) Identify Principals/Partners in firm:

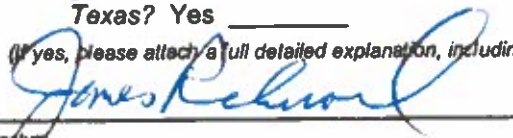
NAME	TITLE	% Of OWNERSHIP
James Richmond	President of the GP	99%
J. Richmond & Associates LLC	Managing Partner	1%

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

NAME	TITLE
Jose Acosta	VP of Maintenance
DJ Quitadamo	Landscape Consultant
Carl Semler	VP of Construction
Shaun Mitchell	Irrigation 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: _____ Printed Name: James Richmond
 Company: Richmond & Associates Landscaping, Ltd. Date: 2/5/24

**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 the Housing Authority of the City of Dallas, Texas (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.

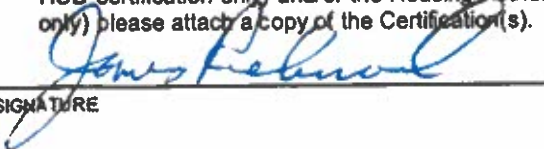
Please indicate which minority group you qualify under: Black or African American; Hispanic American; Asian Pacific American; Hasidic Jewish American; Asian Indian American; Native American; or, other (specify) _____.

- 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 the Housing Authority of the City of Dallas, Texas (Section 3 business certification only) please attach a copy of the Certification(s).


SIGNATURE

James Richmond
PRINT OR TYPE NAME

Richmond & Associates Landscaping, Ltd.
COMPANY NAME (Offeror)

2/5/24
DATE

**DHA SECTION 3 PROGRAM CERTIFICATION OF EFFORTS TO COMPLY WITH
EMPLOYMENT & TRAINING PROVISIONS OF SECTION 3**

The proposer represents and certifies as part of its proposal/offer that it:

Is a Section 3 Business concern A Section 3 Business concern means a business concern:

1. That is 51% or more owned by Section 3 Resident(s), or

... whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents, or within the last three

EQUAL EMPLOYMENT OPPORTUNITY - EMPLOYER INFORMATION REPORT

Name of Firm: Richmond & Associates Landscaping, Ltd.
Address: 1410 Westway Circle
City, State, ZIP: Carrollton, Texas 75006
Telephone: 972-488-4769

JOB CATEGORIES	OVERALL TOTALS	MALE					FEMALE				
		WHITE (Not of Hispanic Origin)	BLACK (Not of Hispanic Origin)	HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE	WHITE (Not of Hispanic Origin)	BLACK (Not of Hispanic Origin)	HISPANIC	ASIAN OR PACIFIC ISLANDER	AMERICAN INDIAN OR ALASKAN NATIVE
Officials and Managers	7	3		1			3				
Professionals	2	1		1							
Technicians											
Sales Workers	4	3				1					
Office and Clerical	6			1			1	3			
Craft Workers (Skilled)											
Operatives (Semi-Skilled)	26	1		24				1			
Laborers	69		1	67				1			
Service Workers	1							1			
TOTAL	115	8	1	94			5	1	6		

James R. Williams

Signature: _____ **Date:** 02/05/2024

Resolution No. 5241

RESOLUTION TO CONTRACT FOR CUSTODIAL MAINTENANCE SERVICES

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

WHEREAS, Responses to a Request for Proposal were received by the due date and were reviewed and evaluated by an evaluation committee; and

WHEREAS, Oriental Building Services, Inc. was ranked highest for both technical and price and is recommended for award.

NOW, THEREFORE, BE IT RESOLVED THAT:

the DHA Board of Commissioners hereby authorize the President and CEO or his designee, to enter into a contract for Custodial Maintenance Services with Oriental Building Services, Inc. for three-years, with two one-year renewal options, in an amount not to exceed \$121,560 annually.

PRESENTED AND PASSED on this the 19th day of March, 2024 by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

ATTEST:

Betty Culbreath, Chair

Troy Broussard, President, CEO and Secretary

Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President & CEO
Subject: RESOLUTION TO CONTRACT FOR CUSTODIAL MAINTENANCE SERVICES
Date: March 19, 2024

I. Description of Action to be Taken

Approval to contract with Oriental Building Services for Custodial Maintenance Services

II. Background/History

In accordance with existing policy, DHA is required to seek Board of Commissioners approval for expenditures over \$100,000. This contract is necessary to maintain a clean work environment at Central Office, Lone Star Building and Fish Trap Building. The Contract scope of work allows for the Central Office Annex to be added at a time to be determined by DHA.

DHA has contracted for Custodial Maintenance services for many years. Its most recent contract is with Oriental Building Services.

III. Status of Current Action

DHA published a Request for Proposals (RFP-2024-04) that opened on January 17, 2024. The RFP closed on February 8, 2024, with seven proposals received.

All seven proposals were evaluated using the following published criteria.

EVALUATION CRITERIA	MAXIMUM POINTS
Experience and Qualification	30
Strength of the proposed Project Team	20
Ability to successfully complete the project	15
MBE/WBE Certification and Section 3 Participation	10
Cost Proposal	25
Total Points:	100

The Evaluation Committee independently scored the proposals as follows:

Supplier	Price for 3-years	Price Points Max 25	Experience & Qualifications Max 30	Strength of the Proposed Project Team Max 20	Project completion and MWBE/ Section-3 Max 25	Total Technical and Price Max 100
Oriental Building Services, Inc.	\$364,680.00	25	30	18	13	96
Members Building Maintenance, LLC.	\$601,344.00	15	27	17	19	78
Ambassador Services, LLC	\$590,831.40	15	24	15	19	73
Jani-King of Dallas	\$843,144.00	11	26	19	16	72
Global Building Maintenance, Inc.	\$409,572.00	22	17	13	15	67
East Sun Rising Env. Services	\$714,350.96	13	12	8	15	47
Upward and Onward	\$668,400.12	14	22	13	19	43

Based on the evaluation, Oriental Building Services, Inc. is the highest ranked proposer. Oriental Building Services, Inc. is determined to be responsible and is not on the federal debarred / suspended list. Their Price is fair and reasonable based on full and open competition, historical pricing, market research, and DHA's cost estimate. Oriental Building Services is registered with the NCTRCA as a Minority Business Enterprise and will be performing 100% of the work.

IV. Recommendation

It is recommended the Board of Commissioners approve the attached resolution authorizing the President and CEO of DHA or his designee, to enter into a contract for Custodial Maintenance Services with Oriental Building Services, Inc. for three-years, with two one-year options, in an amount not to exceed \$121,560 annually.

Resolution No. 5242

RESOLUTION TO CONTRACT FOR PEST CONTROL SERVICES

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

WHEREAS, DHA requested proposed pricing from Orkin, LLC based on the Sourcewell Contract number 042821-ORK; and

WHEREAS, Orkin, LLC is a responsible contractor with prices that are fair and reasonable and is recommended for award.

NOW, THEREFORE, BE IT RESOLVED THAT:

the DHA Board of Commissioners hereby authorize the President and CEO or his designee, to enter into a contract for Pest Control Services with Orkin, LLC. for a period of three-years, with no options, in an amount not to exceed \$250,000.00 annually.

PRESENTED AND PASSED on this the 19th day of March, 2024 by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

ATTEST:

Betty Culbreath, Chair

Troy Broussard, President, CEO and Secretary

Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President & CEO
Subject: RESOLUTION TO CONTRACT FOR PEST CONTROL SERVICES
Date: March 19, 2024

I. Description of Action to be Taken

Approval to contract with Orkin, LLC. for Pest Control Services.

II. Background/History

In accordance with existing policy, DHA is required to seek Board of Commissioners approval for expenditures over \$100,000. This contract shall furnish all labor, tools, equipment, materials, supplies, and transportation necessary to provide Pest Control Services to all of DHA developments and administrative offices.

DHA has contracted Pest Control Services for many years. Its most recent contact is with Orkin.

III. Status of Current Action

On February 1, 2024, DHA requested proposed pricing from Orkin, LLC based on the Sourcewell Contract number 042821-ORK. Orkin, LLC has provided Pest Control services to DHA for the last five years and is very familiar with DHA properties. Orkin, LLC. is determined to be a responsible services provider and is not on the federal debarred / suspended list. Orkin's proposed price is fair and reasonable based on historical pricing, market research, and DHA's cost estimate.

IV. Recommendation

It is recommended the Board of Commissioners approve the attached resolution authorizing the President and CEO of DHA, or his designee, to enter into a contract for Pest Control Services with Orkin, LLC. for a period of three years, with no options, in an amount not to exceed \$250,000.00 annually.

Resolution 5243

**RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT FOR
FURNITURE AND DEMOUNTABLE WALLS FOR THE
DHA HQ SERVICES EXPANSION BUILDING AND CURRENT HQ SERVICES BUILDING**

WHEREAS, DHA *Housing Solutions for North Texas* (DHA) has determined it necessary and appropriate to construct an expansion to the DHA Services HQ Services Building and renovate the existing HQ Services building; and

WHEREAS, the interior walls of the HQ Services Expansion Building will be demountable walls, allowing for changes as the Agency's needs change; and

WHEREAS, the renovation of the second and third floors of the existing HQ Services Building will include some demountable walls; and

WHEREAS, both buildings will require new furniture; and

WHEREAS, DHA determined it appropriate to procure the furniture and demountable walls utilizing a HUD approved alternative purchasing method whereby DHA selected the Interlocal Purchasing System (TIPS), a cooperative purchasing organization dedicated to serving state and local government and related entities, where SKG Texas is identified as an approved vendor procured by TIPS ; and

WHEREAS, DHA has determined SKG Texas is a qualified contractor who has demonstrated the capacity and knowledge to perform the work; and

WHEREAS, the funds for this project are available from the DHA's Business Activity Fund and

WHEREAS, DHA staff and SKG are finalizing negotiations for the furniture and demountable walls which is not exceed of Two Million, Five Hundred Thousand dollars (\$2,500,000.00) which is a fair and reasonable price for the scope of work for this project,

NOW THEREFORE, BE IT RESOLVED BY THE DHA BOARD OF COMMISSIOENRS THAT,

The DHA President and CEO or his designee is hereby authorized to enter into a contract with SKG Texas for furniture and demountable walls at the DHA HQ Services Building and Expansion.



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

PASSED this ___ day of March, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary

Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution Authorizing an Award of a Contract for Furniture and Demountable Walls for the DHA HQ Services Expansion Building and Current HQ Services Building

DATE: March 19, 2024

I. Statement of Issue

Request the Board of Commissioners approve the attached resolution authorizing an award of a contract for furniture and demountable walls for the DHA HQ Services Expansion Building and current HQ Services Building.

II. Prior Board Action

The Board of Commissioners previously approved a resolution awarding a contract for the construction of the DHA HQ Services Expansion Building. At the current meeting, the Board is also being asked to authorize the award of a contract for finish-out of the third floor of the Expansion Building and renovation of the existing Building.

III. Background and History

DHA is nearing completion of the construction of the HQ Services Expansion Building and plans to renovate the second and third floors of the existing HQ Services Building. (The first floor was renovated in 2021.)

IV. Status of Current Action

Construction of the DHA HQ Services Expansion Building includes only the permanent walls. The interior walls will be demountable walls similar to those recently installed on the first floor of the existing HQ Services Building. These demountable walls will permit more flexibility of office space as the Agency grows and expands.

In addition to the Expansion Building, DHA will also renovate the first and second floors of the existing building. This renovation will include the installation of some demountable walls.

Both the Expansion Building and existing building will require new furniture.

SKG Texas has provided pricing for the demountable walls and furniture in accordance with their contract on the Interlocal Purchasing System (TIPS). SKG will provide furniture and demountable walls for both DHA HQ Services buildings as specified in the agreed upon quote. DHA staff is negotiating the final cost of the furniture and demountable walls, which will not exceed \$2,500,000.00.

V. **Recommendation**

It is recommended that the Board of Commissioners authorize the President and CEO to execute a contract with SKG Texas to provide furniture and demountable walls for both DHA HQ Services buildings.



Resolution #5244

**RESOLUTION AUTHORIZING AN AWARD OF A CONTRACT FOR THE
FINISH-OUT OF THE THIRD FLOOR OF THE DHA HQ SERVICES EXPANSION BUILDING AND
RENOVATION OF THE CURRENT HQ SERVICES BUILDING**

WHEREAS, DHA *Housing Solutions for North Texas* (DHA) has determined it necessary and appropriate to complete the finish-out of the third floor of the DHA Services HQ Services Expansion Building and renovate the existing HQ Services building; and

WHEREAS, DHA needs professional construction services for the finish-out of the third floor of the HQ Services Expansion Building and renovation of the existing DHA HQ Services Building; and

WHEREAS, DHA engaged the services of an architectural firm to prepare plans and specifications for the construction work; and

WHEREAS, DHA will solicit requests for proposals from qualified firms for the construction services and proposals received by the submission due date will be evaluated and rated by an evaluation committee; and

WHEREAS, after performing the appropriate due diligence, the evaluation committee will recommend the highest rated firm to perform construction services,

NOW, THEREFORE, BE IT RESOLVED BY THE DHA BOARD OF COMMISSIONERS THAT,

The DHA President and CEO or his designee is hereby authorized to negotiate and execute a contract for construction services with the highest rated firm to complete the finish-out of the third floor of the DHA Services HQ Services Expansion Building and renovate the existing HQ Services Building for an amount not to exceed \$1,500,000.00; and

BE IT FURTHER RESOLVED THAT,

The President and 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 stead.

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

PASSED this ___ day of March, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary



Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution Authorizing an Award of a Contract for the Finish-Out of the Third Floor of the DHA HQ Services Expansion Building and Renovation of the Current HQ Services Building

DATE: March 19, 2024

I. Statement of Issue

Request the Board of Commissioners approve the attached resolution authorizing an award of a contract for the finish-out of the third floor of the DHA HQ Services Expansion Building and renovation of the current HQ Services Building.

II. Prior Board Action

The Board of Commissioners previously approved a resolution awarding a contract for the construction of the DHA HQ Services Expansion Building.

III. Background and History

DHA currently operates two large administrative facilities; the DHA Services HQ Building located at 3939 N. Hampton Road and the Lonestar Building located at 2575 Lonestar Drive. The DHA Services HQ Building houses the majority of DHA's administrative staff. The Housing Choice Voucher (HVC) operation team is housed at the Lonestar Building. The expansion of the DHA Services HQ Building will enable DHA to consolidate both its administrative team and its Housing Voucher team into one facility. Following completion of the expansion, DHA will relocate its Housing Voucher team to DHA Services HQ and the Lonestar building will be sold. The original construction contract for the HQ Services Expansion Building did not include the finish-out of the third floor of the building.

IV. Status of Current Action

A Request for Proposals (RFP) has been prepared and invitations will be published for this work in accordance with federal and state law. The RFP includes the finish-out of the third floor of the HQ Services Expansion Building and renovation of the existing HQ Services Building. The work on the Expansion Building will include flooring, ceilings, painting, and bathrooms. The renovation work of the second and third floors of the existing HQ Services Building will include new flooring, painting, ceilings, and reconfiguration of the second floor conference room and the third floor Board room.

An evaluation committee will review and rate the proposals. The highest rated responsive and responsible respondent will be selected by the evaluation committee. This respondent will have extensive construction experience including experience in constructing large facilities such as the DHA Services HQ Expansion. Selection criteria includes points for respondents that are MBE/WBE

businesses.

Due to the timing to complete the construction work, DHA is requesting the Board of Commissioners approve the evaluation committee's selection for an amount not to exceed \$1,500,000.00.

V. Recommendation

It is recommended that the resolution to award a contract to the highest ranked firm as selected by the evaluation committee, the finish-out of the third floor of the DHA HQ Services Expansion Building and renovation of the current HQ Services Building.



Resolution 5245

Resolution to Replace HVAC Systems for the Dwelling Units at Cedar Springs Place

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

WHEREAS, Cedar Springs Place is a DHA owned 182-unit multi-family rental development in DHA’s public housing program; and

WHEREAS, DHA has determined it is necessary and appropriate to replace the Heating and Ventilation Air Conditioning (HVAC) system at each dwelling unit Cedar Springs Place as the HVAC units have reached the end of their life cycle; and

WHEREAS, DHA determined it appropriate to procure the replacement of the HVAC units utilizing a HUD approved alternative purchasing method whereby DHA selected the Interlocal Purchasing System (TIPS), a cooperative purchasing organization dedicated to serving state and local government and related entities, where Elstonaire, Inc. is identified as an approved vendor procured by TIPS ; and

WHEREAS, DHA has determined Elstonaire, Inc. is a qualified contractor who has demonstrated the capacity and knowledge to perform the work; and

WHEREAS, the funds for this project are available from the DHA’s Capital Fund Program; and

WHEREAS, Elstonaire, Inc. has provided a price of One Million Six Hundred Forty Seven Thousand Six Hundred Fifteen dollars and Ninety Four Cents (\$1,647,615.94) which is a fair and reasonable price for the scope of work for this project,

NOW THEREFORE, BE IT RESOLVED BY THE DHA BOARD OF COMMISSIONERS THAT,

The DHA President and CEO or his designee is hereby authorized to enter into a contract with Elstonaire, Inc. for the replacement of HVAC systems at Cedar Springs Place.

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

PASSED this ___ day of _____, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary

Memorandum

TO: DHA Board of Commissioners
FROM: Troy Broussard, President & CEO
SUBJECT: Resolution to Replace the HVAC Systems at Cedar Springs Place
DATE: March 19, 2024

- I. **Statement of Issue**
DHA has determined it necessary and appropriate to replace the HVAC systems at Cedar Springs Place, as the existing HVAC units have reached the end of their life cycle.

- II. **Prior Board Action**
None

- III. **Background and History**
The scope of work includes, but is not limited to furnishing and installing all materials, supplies, equipment and labor to replace the HVAC systems at all the dwelling units at Cedar Springs Place.

- IV. **Status of Current Action**
Elstonaire has provided pricing for the work in accordance with their contract on the Interlocal Purchasing System (TIPS). Elstonaire will be installing SEER 2/15 Energy Star Series at each dwelling unit. Installation will include the removal and disposition of all older equipment, new digital non programmable thermostats, new flex gas lines, gas drip legs, and permits. Total expense will be \$1,647,615.94.

- V. **Recommendation**
It is recommended the Board of Commissioners authorize the President and CEO to execute a contract with Elstonaire, Inc. for the replacement of the HVAC systems at each dwelling unit at Cedar Springs Place.

Resolution 5246

**Resolution to Replace HVAC Systems at the
Community Buildings at Buckeye Trail Commons I and II**

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

WHEREAS, Buckeye Trail Commons I and II are multi-family rental developments in DHA’s public and affordable housing programs containing a total of 323 housing units; and

WHEREAS, DHA has determined it is necessary and appropriate to replace the Heating and Ventilation Air Conditioning (HVAC) system at some of the community buildings at Buckeye Trail Commons I and II as the HVAC units have reached the end of their life cycle; and

WHEREAS, DHA determined it appropriate to procure the replacement of the HVAC units utilizing a HUD approved alternative purchasing method whereby DHA selected the Interlocal Purchasing System (TIPS), a cooperative purchasing organization dedicated to serving state and local government and related entities, where Elstonaire, Inc. is identified as an approved vendor procured by TIPS ; and

WHEREAS, DHA has determined Elstonaire, Inc. is a qualified contractor who has demonstrated the capacity and knowledge to perform the work; and

WHEREAS, the funds for this project are available from the DHA’s Capital Fund Program; and

WHEREAS, Elstonaire, Inc. has provided a price of One Hundred Fifteen Thousand dollars (\$115,000.00) which is a fair and reasonable price for the scope of work for this project,

NOW THEREFORE, BE IT RESOLVED BY THE DHA BOARD OF COMMISSIONERS THAT,

The DHA President and CEO or his designee is hereby authorized to enter into a contract with Elstonaire, Inc. for the replacement of HVAC systems at Buckeye Trail Commons I and II.

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

PASSED this ___ day of March, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary



Memorandum

TO: DHA Board of Commissioners
FROM: Troy Broussard, President & CEO
SUBJECT: Resolution to Replace the HVAC Systems at Buckeye Trails Commons I and II
DATE: March 19, 2024

I. Statement of Issue

DHA has determined it necessary and appropriate to replace the HVAC systems at Buckeye Trail Commons I and II, as the existing HVAC units have reached the end of their life cycle.

II. Prior Board Action

None

III. Background and History

The scope of work includes, but is not limited to furnishing and installing all materials, supplies, equipment and labor to replace certain HVAC systems at some of the community buildings at Buckeye Trail Commons I and II. New systems will be installed at the Head Start, Teen Center, and Community Buildings.

IV. Status of Current Action

Estonaire has provided pricing for the work in accordance with their contract on the Interlocal Purchasing System (TIPS). Elstonaire will be installing new Carrier or Dakin package units. Installation will include the removal and disposition of all older equipment, Crane rental, bonding, as well as permits. Total expense will be \$115,000.00.

V. Recommendation

It is recommended the Board of Commissioners authorize the President and CEO to execute a contract with Elstonaire, Inc. for the replacement of certain HVAC systems at some of the commercial buildings at Buckeye Trail Commons I and II.

RESOLUTION NO. 5247

**RESOLUTION TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN
DHA AND KAIZEN DEVELOPMENT GROUP, LLC
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, Kaizen Development Group, LLC 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 Agreement (“MOA”) with Kaizen Development Group, LLC acknowledging Kaizen Development Group, LLC 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 ___ day of March, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary

Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution Identifying a Qualified Developer, Kaizen Development Group, LLC, as a Real Estate Development Partner

DATE: March 19, 2024

I. Statement of Issue

Request the Board of Commissioners approve the attached resolution selecting Kaizen Development Group, LLC 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. A panel of DHA staff reviewed and evaluated the qualification statements submitted as a response to this RFQ. DHA staff has evaluated the responses received prior to the closing of the solicitation.

Kaizen Development Group, LLC 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 Kaizen Development Group, LLC as a qualified development partner be approved and further that the President and CEO is authorized to negotiate and execute a Memorandum of Agreement (“MOA”) 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.





Profile of Firm Form

- (1) Name of Firm: Kaizen Development Group, LLC
- (2) Contact Person: Derrick N. Evers
- (3) Address: 2601 Olive Street, Suite 1420
- (4) City, State, Zip: Dallas, Texas 75201
- (5) Telephone: (214) 414-3810
- (6) Fax: (469) 399-2223 Email: devers@kaizendp.com
- (7) Please include the following information:
 - a. Tax ID Number; 93-2572354
 - b. Year firm established; 2023
 - c. Year firm established in Dallas/Fort Worth; 2023
 - d. Former name of firm and year established (if applicable); N/A
 - e. Name of parent company and date of acquisition (if applicable); N/A


(8) Identify Principals/Partners in firm:

NAME	TITLE	% Of OWNERSHIP
Derrick N. Evers	Manager/Chief Executive Officer	51%
Kaizen Development Partners, LLC	Member	49%

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

NAME	TITLE
Derrick N. Evers	Chief Executive Officer
Nicholas Alan Summerville	Chief Operating Officer
Lee A. White	General Counsel

(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

 Derrick N. Evers
 Printed Name

 Kaizen Development Group, LLC
 Company

 September 20, 2023
 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 the Housing Authority of the City of Dallas, Texas (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 the Housing Authority of the City of Dallas, Texas (Section 3 business certification only) please attach a copy of the Certification(s).



SIGNATURE

Derrick N. Evers

PRINT OR TYPE NAME

Kaizen Development Group, LLC

COMPANY NAME (Offeror)

October 4, 2023

DATE



Minority Business Enterprise (MBE)
Kaizen Development Group, LLC

Kaizen Development Group, LLC

has filed with the Agency an Affidavit as defined by NCTRCA Minority Business Enterprise (MBE) Policies & Procedures and is hereby certified to provide service(s) in the following areas:

NAICS 531110: LESSORS OF RESIDENTIAL BUILDINGS AND DWELLINGS
NAICS 531390: OTHER ACTIVITIES RELATED TO REAL ESTATE

This Certification commences October 6, 2023 and supersedes any registration or listing previously issued. This certification must be updated every two years by submission of an Annual Update Affidavit. At any time there is a change in ownership, control of the firm or operation, notification must be made immediately to the North Central Texas Regional Certification Agency for eligibility evaluation.

Certification Expiration: October 31, 2025
Issued Date: October 6, 2023
CERTIFICATION NO. BMMB24052N1025

Certification Administrator

**DHA SECTION 3 PROGRAM CERTIFICATION OF EFFORTS TO COMPLY WITH
EMPLOYMENT & TRAINING PROVISIONS OF SECTION 3**

The proposer represents and certifies as part of its proposal/offer that it:

- Is a Section 3 Business concern A Section 3 Business concern means a business concern:
1. That is 51% or more owned by Section 3 Resident(s); or
 2. Whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents, or within the last three years of the date of first employment with the business concern were Section 3 residents; or
 3. That provides evidence of a commitment to subcontract in excess of 25% of the dollar value of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs 1 or 2 herein.
- Is Not a Section 3 Business concern but who has and will continue to seek compliance with Section 3 by certifying to the following efforts to be undertaken.

EFFORTS TO AWARD SUBCONTRACTOR TO SECTION 3 CONCERNS:

(Check ALL that apply)

- By contacting business assistance agencies, minority contractors associations and community organizations to inform them of the contracting opportunities and requesting their assistance in identifying Section 3 businesses, which may solicit, bids for a portion of the work.
- By advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain additional information, in the common areas of the applicable development(s) owned and managed by the Housing Authority.
- By providing written notice to all known Section 3 business concerns of contracting opportunities. This notice should be in sufficient time to allow the Section 3 business concerns to respond to bid invitations.
- By following up with Section 3 business concerns that have expressed interest in the contracting opportunities.
- By coordinating meetings at which Section 3 business concerns could be informed of specific elements of the work for which subcontract bids are being sought.
- By conducting workshops on contracting procedures and specific contracting opportunities in a timely manner so that Section 3 business concerns can take advantage of contracting opportunities.
- By advising Section 3 business concerns as to where they may seek assistance to overcome barriers such as inability to obtain bonding, lines of credit, financing, or insurance and aiding Section 3 businesses in qualifying for such bonding, financing, insurance, etc.
- Where appropriate, by breaking out contract work into economically feasible units to facilitate participation by Section 3 businesses
- By developing and using a list of eligible Section 3 business concerns
- By actively supporting and undertaking joint ventures with Section 3 businesses

EFFORTS TO PROVIDE TRAINING AND EMPLOYMENT TO SECTION 3 RESIDENTS

- By entering into a "first source" hiring agreements with organizations representing Section 3 residents
- By establishing training programs, which are consistent with the requirements of the Department of Labor, specifically for Section 3 residents in the building trades.
- By advertising employment and training positions to dwelling units occupied by Section 3 residents
- By contacting resident councils and other resident organizations in the affected housing development to request assistance in notifying residents of the training and employment positions to be filled
- By arranging interviews and conducting interviews on the job site
- By undertaking such continued job-training efforts as may be necessary to ensure the continued employment of Section 3 residents previously hired for employment opportunities.



AUTHORIZED SIGNATURE OF THE OFFEROR

October 4, 2023

DATE

Kaizen Development Group, LLC

COMPANY NAME

EVALUATION - Development Partners (RFQ-2023-13)

Kaizen Development Group

CRITERIA:		Max Points	Average Evaluator Score	Evaluator Score - Tim	Evaluator Score - Debbie	Evaluator Score - Chetana
1	<p>Experience and Qualifications as Evidenced By:</p> <ol style="list-style-type: none"> Company (or companies) background and history. Relevant experience with other projects. Client references. <p>Response Strengths:</p> <p>Response Weakness:</p>	30	23.3	25	20	25
2	<p>Strength of the Proposed Project Team as Evidenced By:</p> <ol style="list-style-type: none"> Appropriateness of management personnel and technical staff proposed. Organizational approach to project management including workflow, reporting and quality assurance procedures. Relevant experience with other projects. <p>Response Strengths:</p> <p>Response Weakness:</p>	20	13.3	15	15	10
3	<p>Ability to Successfully Complete the Project as Evidenced By:</p> <ol style="list-style-type: none"> Understanding of task sequencing and major milestone events. Adequacy of resources. Knowledge of the City of Dallas Development Codes. Ability to complete work on a timely basis and meet deadlines. <p>Response Strengths:</p> <p>Response Weakness:</p>	15	14.0	15	15	12
4	<p>Financial Capacity</p> <p>Response Strengths:</p> <p>Response Weakness:</p>	15	10.0	8	15	7
5	<p>Response Characteristics:</p> <ol style="list-style-type: none"> Adherence to the required format. Completeness of submittal. Notarized certification statement that the firm is not debarred, suspended or otherwise prohibited from professional practice by any Federal, State or local agency. <p>Response Strengths:</p> <p>Response Weakness:</p>	10	8.3	10	10	5
6	<p>MBE/WBE Certification and Section 3 Participation:</p> <ol style="list-style-type: none"> The Prime Consultant or Sub-Consultants are MBE/WBE Certified. Section 3 Participation. <p>Response Strengths:</p> <p>Response Weakness:</p>	10	10.0	10	10	10
EVALUATION TOTALS		100	79.0	83	85	69

RESOLUTION NO. 5248

**RESOLUTION TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN
DHA AND VOLUNTEERS OF AMERICA NATIONAL SERVICES
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, Volunteers of America National Services (VOANS) 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 Agreement ("MOA") with VOANS acknowledging VOANS 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 ___ day of March, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary



Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution Identifying a Qualified Developer, Volunteers of America National Services (VOANS), as a Real Estate Development Partner

DATE: March 19, 2024

I. **Statement of Issue**

Request the Board of Commissioners approve the attached resolution selecting Volunteers of America National Services (VOANS) 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. VOANS was previously selected as a DHA Qualified Developer, however, the five year term of the original Memorandum of Agreement between DHA and VOANS has expired.

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. A panel of DHA staff reviewed and evaluated the qualification statements submitted as a response to this RFQ. DHA staff has evaluated the responses received prior to the closing of the solicitation.

VOANS 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 VOANS as a qualified development partner be approved and further that the President and CEO is authorized to negotiate and execute a Memorandum of Agreement (“MOA”) 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.



PROFILE OF FIRM FORM

- (1) Name of Firm: Volunteers of America National Services
- (2) Contact Person: Deborah Welchel, Vice President of Real Estate Development, Texas
- (3) Address: 1660 Duke Street
- (4) City, State, Zip: Alexandria VA 22314
- (5) Telephone: 512.671.0000
- (6) Fax: _____ Email: dwelchel@voa.org
- (7) Please include the following information:
 - a. Tax ID Number; 41-1467162
 - b. Year firm established; 1982
 - c. Year firm established in Dallas/Fort Worth; 1999
 - d. Former name of firm and year established (if applicable); N/A
 - e. Name of parent company and date of acquisition (if applicable); N/A

(8) Identify Principals/Partners in firm:

NAME	TITLE	% Of OWNERSHIP
Kimberly Black King	Asst. Treasurer/Asst. Secretary	0%

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

NAME	TITLE
Deborah Welchel	VP of Real Estate Development, Texas
Mitzie Smith-Mack	Sr. Vice President, Legal Affairs
Greg Maul	Senior Underwriter
Ken Miller	Director of Planning, Design and Construction

(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  Printed Name Kimberly Black King
 Company Volunteers of America National Services Date 10/11/2023

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 the Housing Authority of the City of Dallas, Texas (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 the Housing Authority of the City of Dallas, Texas (Section 3 business certification only) please attach a copy of the Certification(s).

SIGNATURE

Kimberly Black King, Asst. Treasurer/Asst. Secretary

PRINT OR TYPE NAME

DALLAS HOUSING AUTHORITY SECTION 3 PROGRAM
CERTIFICATION OF EFFORTS TO COMPLY WITH EMPLOYMENT & TRAINING PROVISIONS OF SECTION 3

The proposer represents and certifies as part of its proposal/offer that it:

- Is a Section 3 Business concern A Section 3 Business concern means a business concern:
1. That is 51% or more owned by Section 3 Resident(s); or
2. Whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents, or within the last three years of the date of first employment with the business concern were Section 3 residents; or
3. That provides evidence of a commitment to subcontract in excess of 25% of the dollar value of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs 1 or 2 herein.
Is Not a Section 3 Business concern but who has and will continue to seek compliance with Section 3 by certifying to the following efforts to be undertaken.

EFFORTS TO AWARD SUBCONTRACTOR TO SECTION 3 CONCERNS:

(Check ALL that apply)

- By contacting business assistance agencies, minority contractors associations and community organizations to inform them of the contracting opportunities and requesting their assistance in identifying Section 3 businesses, which may solicit, bids for a portion of the work.
By advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain additional information, in the common areas of the applicable development(s) owned and managed by the Housing Authority.
By providing written notice to all known Section 3 business concerns of contracting opportunities. This notice should be in sufficient time to allow the Section 3 business concerns to respond to bid invitations.
By following up with Section 3 business concerns that have expressed interest in the contracting opportunities.
By coordinating meetings at which Section 3 business concerns could be informed of specific elements of the work for which subcontract bids are being sought.
By conducting workshops on contracting procedures and specific contracting opportunities in a timely manner so that Section 3 business concerns can take advantage of contracting opportunities.
By advising Section 3 business concerns as to where they may seek assistance to overcome barriers such as inability to obtain bonding, lines of credit, financing, or insurance and aiding Section 3 businesses in qualifying for such bonding, financing, insurance, etc.
Where appropriate, by breaking out contract work into economically feasible units to facilitate participation by Section 3 businesses
By developing and using a list of eligible Section 3 business concerns
By actively supporting and undertaking joint ventures with Section 3 businesses

EFFORTS TO PROVIDE TRAINING AND EMPLOYMENT TO SECTION 3 RESIDENTS

- By entering into a "first source" hiring agreements with organizations representing Section 3 residents
By establishing training programs, which are consistent with the requirements of the Department of Labor, specifically for Section 3 residents in the building trades.
By advertising employment and training positions to dwelling units occupied by Section 3 residents
By contacting resident councils and other resident organizations in the affected housing development to request assistance in notifying residents of the training and employment positions to be filled
By arranging interviews and conducting interviews on the job site
By undertaking such continued job-training efforts as may be necessary to ensure the continued employment of Section 3 residents previously hired for employment opportunities.

AUTHORIZED SIGNATURE OF THE OFFEROR

10/16/2023
DATE

Volunteers of America National Services
COMPANY NAME

EVALUATION - Development Partners (RFQ-2023-13)

Volunteers of America

CRITERIA:	Max Points	Average Evaluator Score	Evaluator Score - Tim	Evaluator Score - Debbie	Evaluator Score - Chetana
<p>1</p> <p>Experience and Qualifications as Evidenced By:</p> <ol style="list-style-type: none"> Company (or companies) background and history. Relevant experience with other projects. Client references. <p>Response Strengths:</p> <p>Response Weakness:</p>	30	29.3	30	30	28
<p>2</p> <p>Strength of the Proposed Project Team as Evidenced By:</p> <ol style="list-style-type: none"> Appropriateness of management personnel and technical staff proposed. Organizational approach to project management including workflow, reporting and quality assurance procedures. Relevant experience with other projects. <p>Response Strengths:</p> <p>Response Weakness:</p>	20	19.3	20	20	18
<p>3</p> <p>Ability to Successfully Complete the Project as Evidenced By:</p> <ol style="list-style-type: none"> Understanding of task sequencing and major milestone events. Adequacy of resources. Knowledge of the City of Dallas Development Codes. Ability to complete work on a timely basis and meet deadlines. <p>Response Strengths:</p> <p>Response Weakness:</p>	15	15.0	15	15	15
<p>4</p> <p>Financial Capacity</p> <p>Response Strengths:</p> <p>Response Weakness:</p>	15	14.3	15	15	13
<p>5</p> <p>Response Characteristics:</p> <ol style="list-style-type: none"> Adherence to the required format. Completeness of submittal. Notarized certification statement that the firm is not debarred, suspended or otherwise prohibited from professional practice by any Federal, State or local agency. <p>Response Strengths:</p> <p>Response Weakness:</p>	10	10.0	10	10	10
<p>6</p> <p>MBE/WBE Certification and Section 3 Participation:</p> <ol style="list-style-type: none"> The Prime Consultant or Sub-Consultants are MBE/WBE Certified. Section 3 Participation. <p>Response Strengths:</p> <p>Response Weakness:</p>	10	5.7	5	5	7
EVALUATION TOTALS	100	93.7	95	95	91

RESOLUTION NO. 5249

**RESOLUTION TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN
DHA AND BRINSHORE DEVELOPMENT, L.L.C.
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, Brinshore Development, L.L.C. 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 Agreement (“MOA”) with Brinshore Development, L.L.C. acknowledging Brinshore Development, L.L.C. 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 ___ day of March, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary

Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution Identifying a Qualified Developer, Brinshore Development, L.L.C., as a Real Estate Development Partner

DATE: March 19, 2024

I. Statement of Issue

Request the Board of Commissioners approve the attached resolution selecting Brinshore Development, L.L.C. 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. A panel of DHA staff reviewed and evaluated the qualification statements submitted as a response to this RFQ. DHA staff has evaluated the responses received prior to the closing of the solicitation.

Brinshore Development, L.L.C. 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 Brinshore Development, L.L.C. as a qualified development partner be approved and further that the President and CEO is authorized to negotiate and execute a Memorandum of Agreement (“MOA”) 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.



PROFILE OF FIRM FORM

- (1) Name of Firm: Brinshore Development, L.L.C.
- (2) Contact Person: Emily Abeln
- (3) Address: 1334 Brittmoore Rd. Suite 1301
- (4) City, State, Zip: Houston, TX 77043
- (5) Telephone: 713.569.4833
- (6) Fax: 847.562.9401 Email: emilya@brinshore.com
- (7) Please include the following information:
 - a. Tax ID Number; 36-4038750
 - b. Year firm established; 1994
 - c. Year firm established in Dallas/Fort Worth; 2020
 - 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
Richard Sciortino	Principal	50%
David Brint	Principal	50%

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

NAME	TITLE
Emily Abeln	Project Manager - Executive Vice President
Michael Sciortino	Vice President Development 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

(If yes, please attach a full detailed explanation, including dates, circumstances and current status.)


Signature

Richard Sciortino
Printed Name

Brinshore Development, L.L.C.
Company

1/31/2023
Date

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 the Housing Authority of the City of Dallas, Texas (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 the Housing Authority of the City of Dallas, Texas (Section 3 business certification only) please attach a copy of the Certification(s).

SIGNATURE

Richard Sciortino

PRINT OR TYPE NAME

Brinshore Development. L.L.C.

1/31/2024

COMPANY NAME (Offeror)

DATE

**DALLAS HOUSING AUTHORITY SECTION 3 PROGRAM
CERTIFICATION OF EFFORTS TO COMPLY WITH EMPLOYMENT & TRAINING PROVISIONS OF SECTION 3**

The proposer represents and certifies as part of its proposal/offer that it:

- Is a Section 3 Business concern A Section 3 Business concern means a business concern:
 1. That is 51% or more owned by Section 3 Resident(s); or
 2. Whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents, or within the last three years of the date of first employment with the business concern were Section 3 residents; or
 3. That provides evidence of a commitment to subcontract in excess of 25% of the dollar value of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs 1 or 2 herein.

Is Not a Section 3 Business concern but who has and will continue to seek compliance with Section 3 by certifying to the following efforts to be undertaken.

EFFORTS TO AWARD SUBCONTRACTOR TO SECTION 3 CONCERNS:

(Check ALL that apply)

- By contacting business assistance agencies, minority contractors associations and community organizations to inform them of the contracting opportunities and requesting their assistance in identifying Section 3 businesses, which may solicit, bids for a portion of the work.
- By advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain additional information, in the common areas of the applicable development(s) owned and managed by the Housing Authority.
- By providing written notice to all known Section 3 business concerns of contracting opportunities. This notice should be in sufficient time to allow the Section 3 business concerns to respond to bid invitations.
- By following up with Section 3 business concerns that have expressed interest in the contracting opportunities.
- By coordinating meetings at which Section 3 business concerns could be informed of specific elements of the work for which subcontract bids are being sought.
- By conducting workshops on contracting procedures and specific contracting opportunities in a timely manner so that Section 3 business concerns can take advantage of contracting opportunities.
- By advising Section 3 business concerns as to where they may seek assistance to overcome barriers such as inability to obtain bonding, lines of credit, financing, or insurance and aiding Section 3 businesses in qualifying for such bonding, financing, insurance, etc.
- Where appropriate, by breaking out contract work into economically feasible units to facilitate participation by Section 3 businesses
- By developing and using a list of eligible Section 3 business concerns
- By actively supporting and undertaking joint ventures with Section 3 businesses

EFFORTS TO PROVIDE TRAINING AND EMPLOYMENT TO SECTION 3 RESIDENTS

- By entering into a "first source" hiring agreements with organizations representing Section 3 residents
- By establishing training programs, which are consistent with the requirements of the Department of Labor, specifically for Section 3 residents in the building trades.
- By advertising employment and training positions to dwelling units occupied by Section 3 residents
- By contacting resident councils and other resident organizations in the affected housing development to request assistance in notifying residents of the training and employment positions to be filled
- By arranging interviews and conducting interviews on the job site
- By undertaking such continued job-training efforts as may be necessary to ensure the continued employment of Section 3 residents previously hired for employment opportunities.



AUTHORIZED SIGNATURE OF THE OFFEROR

1/31/2024

DATE

Brinshore Development, L.L.C.

COMPANY NAME

EVALUATION - Development Partners (RFQ-2023-13)

Brinshore Development, L.L.C.

CRITERIA:	Max Points	Average Evaluator Score	Evaluator Score -	Evaluator Score -	Evaluator Score -
			Tim	Debbie	Chetana
Experience and Qualifications as Evidenced By: 1. Company (or companies) background and history. 2. Relevant experience with other projects. 3. Client references. Response Strengths: Response Weakness:	30	26	25	25	28
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. Response Strengths: Response Weakness:	20	15	15	15	15
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. Response Strengths: Response Weakness:	15	14	15	15	12
Financial Capacity Response Strengths: Response Weakness:	15	14	15	15	12
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. Response Strengths: Response Weakness:	10	10	10	10	10
MBE/WBE Certification and Section 3 Participation: 1. The Prime Consultant or Sub-Consultants are MBE/WBE Certified. 2. Section 3 Participation. Response Strengths: Response Weakness:	10	6	5	5	8
EVALUATION TOTALS	100	85	85	85	85

RESOLUTION NO. 5250
RESOLUTION TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN
DHA AND MCCORMACK BARON SALAZAR, INC.
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, McCormack Baron Salazar, Inc. 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 Agreement (“MOA”) with McCormack Baron Salazar, Inc. acknowledging McCormack Baron Salazar, Inc. 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 ___ day of March, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary

Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution Identifying a Qualified Developer, McCormack Baron Salazar, Inc., as a Real Estate Development Partner

DATE: March 19, 2024

I. Statement of Issue

Request the Board of Commissioners approve the attached resolution selecting McCormack Baron Salazar, Inc. 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. McCormack Baron Salazar, Inc. was previously been selected as a DHA Qualified Developer, however, the five year term of the original Memorandum of Agreement between DHA and McCormack Baron Salazar, Inc. has expired.

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. A panel of DHA staff reviewed and evaluated the qualification statements submitted as a response to this RFQ. DHA staff has evaluated the responses received prior to the closing of the solicitation.

McCormack Baron Salazar, Inc. 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 McCormack Baron Salazar, Inc. as a qualified development partner be approved and further that the President and CEO is authorized to negotiate and execute a Memorandum of Agreement (“MOA”) 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.



PROFILE OF FIRM FORM

- (1) Name of Firm: McCormack Baron Salazar, Inc.
- (2) Contact Person: Joseph P. Weatherly
- (3) Address: 100 N. Broadway, Suite 100
- (4) City, State, Zip: St. Louis, Missouri 63102
- (5) Telephone: +1-314-335-2780
- (6) Fax: not available Email: joseph.weatherly@mccormackbaron.com
- (7) Please include the following information:
 - a. Tax ID Number; 43-1053637
 - b. Year firm established; 1973
 - c. Year firm established in Dallas/Fort Worth; 1995
 - d. Former name of firm and year established (if applicable); McCormack & Associates, Inc. (1973-1988)
McCormack Baron & Associates, Inc. (1988-2002)
 - e. Name of parent company and date of acquisition (if applicable); MBA Properties, Inc. (1985)

(8) Identify Principals/Partners in firm:

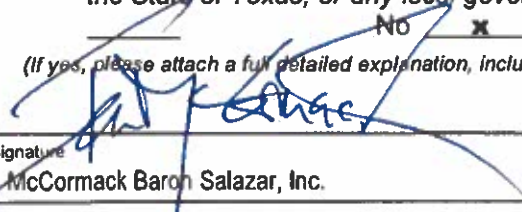
NAME	TITLE	% OF OWNERSHIP
See attachment on the following pages		

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

NAME	TITLE
Louis J. Bernardy	Senior Vice President & Director of Development, Texas
Monique C. Chavoya	Senior Vice President
Antonio Ramon	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

(If yes, please attach a full detailed explanation, including dates, circumstances and current status.)

Signature:  Printed Name: Ian McCormack
 Company: McCormack Baron Salazar, Inc. Date: 10/20/2023

McCormack Baron Salazar, Inc. (MBS) is a wholly-owned subsidiary of MBA Properties, Inc. (MBA). MBA is wholly-owned by MBA Holdings, LLC. A list of all officers and directors of MBS is included below.

Name	Title	Role Start
Baron, Richard D.	Director	6/4/1975
Bennett, Vincent R.	Director	6/1/2005
Hartmann, Kim	Director	2/1/2016
McCormack, Ian	Director	4/1/2023
McCormack, Kevin J.	Director	1/4/1982
Salazar, Tony M.	Director	8/13/1997
Baron, Richard D.	Chairman	6/4/2008
McCormack, Kevin J.	Vice Chairman	2/3/2016
Bennett, Vincent R.	President	2/3/2016
Armstrong, Brock	Vice President	5/1/2019
Askew, Pam	Vice President	3/11/2019
Bernardy, Louis J.	Vice President	2/3/2016
Bernstein, Emily	Vice President	7/17/2018
Brodie, Claudia	Vice President	9/1/2011
Carson, Kristen A.	Vice President	7/17/2018
Chavoya, Monique	Vice President	7/17/2018
Garate, Antonio	Vice President	5/4/2020
Gonzalez, LaShunda	Vice President	5/29/2018
Hartmann, Kim	Vice President	8/1/2010
McCormack, Ian	Vice President	7/17/2018
Nagraj, Adhi	Vice President	4/1/2019
Saunders, C. Michael	Vice President	2/3/2016
Seabaugh, S. Cady	Vice President	6/4/2021
Seals, Sandra	Vice President	10/23/2017
Weatherly, Joseph	Vice President	7/8/2019
Hartmann, Kim	Treasurer	6/13/2011
McCormack, Ian	Secretary	4/1/2023
Hartmann, Kim	Assistant Secretary	6/13/2011

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 the Housing Authority of the City of Dallas, Texas (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.

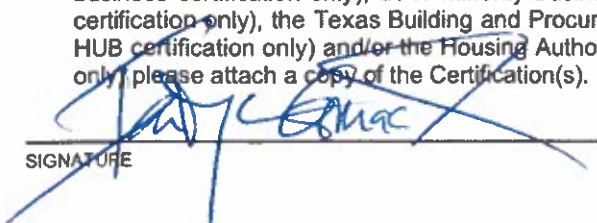
Please indicate which minority group you qualify under: **Black or African American**; **Hispanic American**; **Asian Pacific American**; **Hasidic Jewish American**; **Asian Indian American**; **Native American**; or, **other (specify)** _____.

- 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 the Housing Authority of the City of Dallas, Texas (Section 3 business certification only) please attach a copy of the Certification(s).



 SIGNATURE

Company Name: McCormack Baron Salazar, Inc. Title: Vice President
 Ian McCormack

 PRINT OR TYPE NAME

COMPANY NAME (Offeror)

DATE

**DALLAS HOUSING AUTHORITY SECTION 3 PROGRAM
CERTIFICATION OF EFFORTS TO COMPLY WITH EMPLOYMENT & TRAINING PROVISIONS OF SECTION 3**

The proposer represents and certifies as part of its proposal/offer that it:

- Is a Section 3 Business concern A Section 3 Business concern means a business concern:
 1. That is 51% or more owned by Section 3 Resident(s); or
 2. Whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents, or within the last three years of the date of first employment with the business concern were Section 3 residents; or
 3. That provides evidence of a commitment to subcontract in excess of 25% of the dollar value of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs 1 or 2 herein.
- Is Not a Section 3 Business concern but who has and will continue to seek compliance with Section 3 by certifying to the following efforts to be undertaken.

EFFORTS TO AWARD SUBCONTRACTOR TO SECTION 3 CONCERNS:
(Check ALL that apply)

- By contacting business assistance agencies, minority contractors associations and community organizations to inform them of the contracting opportunities and requesting their assistance in identifying Section 3 businesses, which may solicit, bids for a portion of the work.
- By advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain additional information, in the common areas of the applicable development(s) owned and managed by the Housing Authority.
- By providing written notice to all known Section 3 business concerns of contracting opportunities. This notice should be in sufficient time to allow the Section 3 business concerns to respond to bid invitations.
- By following up with Section 3 business concerns that have expressed interest in the contracting opportunities.
- By coordinating meetings at which Section 3 business concerns could be informed of specific elements of the work for which subcontract bids are being sought.
- By conducting workshops on contracting procedures and specific contracting opportunities in a timely manner so that Section 3 business concerns can take advantage of contracting opportunities.
- By advising Section 3 business concerns as to where they may seek assistance to overcome barriers such as inability to obtain bonding, lines of credit, financing, or insurance and aiding Section 3 businesses in qualifying for such bonding, financing, insurance, etc.
- Where appropriate, by breaking out contract work into economically feasible units to facilitate participation by Section 3 businesses
- By developing and using a list of eligible Section 3 business concerns
- By actively supporting and undertaking joint ventures with Section 3 businesses

EFFORTS TO PROVIDE TRAINING AND EMPLOYMENT TO SECTION 3 RESIDENTS

- By entering into a "first source" hiring agreements with organizations representing Section 3 residents
- By establishing training programs, which are consistent with the requirements of the Department of Labor, specifically for Section 3 residents in the building trades.
- By advertising employment and training positions to dwelling units occupied by Section 3 residents
- By contacting resident councils and other resident organizations in the affected housing development to request assistance in notifying residents of the training and employment positions to be filled
- By arranging interviews and conducting interviews on the job site
- By undertaking such continued job training efforts as may be necessary to ensure the continued employment of Section 3 residents previously hired for employment opportunities.

AUTHORIZED SIGNATURE OF THE OFFEROR

10/20/2023

DATE

MCCORMACK BARON SALAZAR, INC.
COMPANY NAME

EVALUATION - Development Partners (RFQ-2023-13)

McCormick Baron Salazar

CRITERIA:	Max Points	Average Evaluator Score	Evaluator Score - Tim	Evaluator Score - Debbie	Evaluator Score - Chetana
<p>Experience and Qualifications as Evidenced By:</p> <ol style="list-style-type: none"> Company (or companies) background and history. Relevant experience with other projects. Client references. 	30	28.3	30	30	25
<p>Response Strengths:</p> <p>Response Weakness:</p>					
<p>Strength of the Proposed Project Team as Evidenced By:</p> <ol style="list-style-type: none"> Appropriateness of management personnel and technical staff proposed. Organizational approach to project management including workflow, reporting and quality assurance procedures. Relevant experience with other projects. 	20	18.3	20	20	15
<p>Response Strengths:</p> <p>Response Weakness:</p>					
<p>Ability to Successfully Complete the Project as Evidenced By:</p> <ol style="list-style-type: none"> Understanding of task sequencing and major milestone events. Adequacy of resources. Knowledge of the City of Dallas Development Codes. Ability to complete work on a timely basis and meet deadlines. 	15	13.7	15	15	11
<p>Response Strengths:</p> <p>Response Weakness:</p>					
<p>Financial Capacity</p>	15	12.7	15	15	8
<p>Response Strengths:</p> <p>Response Weakness:</p>					
<p>Response Characteristics:</p> <ol style="list-style-type: none"> Adherence to the required format. Completeness of submittal. Notarized certification statement that the firm is not debarred, suspended or otherwise prohibited from professional practice by any Federal, State or local agency. 	10	8.3	10	10	5
<p>Response Strengths:</p> <p>Response Weakness:</p>					
<p>MBE/WBE Certification and Section 3 Participation:</p> <ol style="list-style-type: none"> The Prime Consultant or Sub-Consultants are MBE/WBE Certified. Section 3 Participation. 	10	5.0	5	5	5
<p>Response Strengths:</p> <p>Response Weakness:</p>					
EVALUATION TOTALS	100	86.3	95	95	69

RESOLUTION NO. 5251

**RESOLUTION TO ENTER INTO A MEMORANDUM OF AGREEMENT BETWEEN
DHA AND OJALA 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, Ojala 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 Agreement (“MOA”) with Ojala Holdings acknowledging Ojala 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 ___ day of March, 2024

Betty Culbreath, Chairman

ATTEST:

Troy Broussard, Secretary

Memorandum

TO: DHA Board of Commissioners

FROM: Troy Broussard, President & CEO

SUBJECT: Resolution Identifying a Qualified Developer, Ojala Holdings, as a Real Estate Development Partner

DATE: March 19, 2024

I. Statement of Issue

Request the Board of Commissioners approve the attached resolution selecting Ojala 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. Ojala Holdings was previously selected as a DHA Qualified Developer, however, the five year term of the original Memorandum of Agreement between DHA and Ojala Holdings has expired.

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. A panel of DHA staff reviewed and evaluated the qualification statements submitted as a response to this RFQ. DHA staff has evaluated the responses received prior to the closing of the solicitation.

Ojala 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 Ojala Holdings as a qualified development partner be approved and further that the President and CEO is authorized to negotiate and execute a Memorandum of Agreement (“MOA”) 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.



PROFILE OF FIRM FORM

- (1) Name of Firm: OP Acquisitions, LLC
- (2) Contact Person: Matthew J. Vroggink
- (3) Address: 2501 Harwood Street, Suite 2400
- (4) City, State, Zip: Dallas, TX 75201
- (5) Telephone: 214-693-7495
- (6) Fax: _____ Email: mju@ojalaholdings.com
- (7) Please include the following information:
- a. Tax ID Number; 46-5648932
 - b. Year firm established; 2014
 - c. Year firm established in Dallas/Fort Worth; 2014
 - d. Former name of firm and year established (if applicable); _____
 - e. Name of parent company and date of acquisition (if applicable); _____
Ojala Partners, LP
- (8) Identify Principals/Partners in firm:

NAME	TITLE	% Of OWNERSHIP
<u>Clay Likover</u>	<u>President</u>	
<u>Matthew Vroggink</u>	<u>Principal</u>	

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

NAME	TITLE
<u>Daniel L. Smith</u>	<u>Managing Director of Development</u>

- (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

(If yes, please attach a full detailed explanation, including dates, circumstances and current status.)

Signature: [Handwritten Signature] Printed Name: Matthew J. Vroggink

Company: OP Acquisitions, LLC Date: 9/1/2023

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 the Housing Authority of the City of Dallas, Texas (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 the Housing Authority of the City of Dallas, Texas (Section 3 business certification only), please attach a copy of the Certification(s).

SIGNATURE

PRINT OR TYPE NAME

Manager

Matthew J. Ungar

9/1/2023

DALLAS HOUSING AUTHORITY SECTION 3 PROGRAM
CERTIFICATION OF EFFORTS TO COMPLY WITH EMPLOYMENT & TRAINING PROVISIONS OF SECTION 3

The proposer represents and certifies as part of its proposal offer that it

- Is a Section 3 Business concern A Section 3 Business concern means a business concern:
1. That is 51% or more owned by Section 3 Resident(s); or
2. Whose permanent, full-time employees include persons, at least 30% of whom are currently Section 3 residents, or within the last three years of the date of first employment with the business concern were Section 3 residents; or
3. That provides evidence of a commitment to subcontract in excess of 25% of the dollar value of all subcontracts to be awarded to business concerns that meet the qualifications set forth in paragraphs 1 or 2 herein.

Is Not a Section 3 Business concern but who has and will continue to seek compliance with Section 3 by certifying to the following efforts to be undertaken.

EFFORTS TO AWARD SUBCONTRACTOR TO SECTION 3 CONCERNS:

(Check ALL that apply)

- By contacting business assistance agencies, minority contractors associations and community organizations to inform them of the contracting opportunities and requesting their assistance in identifying Section 3 businesses, which may solicit bids for a portion of the work.
By advertising contracting opportunities by posting notices, which provide general information about the work to be contracted and where to obtain additional information in the common areas of the applicable development(s) owned and managed by the Housing Authority.
By providing written notice to all known Section 3 business concerns of contracting opportunities. This notice should be in sufficient time to allow the Section 3 business concerns to respond to bid invitations.
By following up with Section 3 business concerns that have expressed interest in the contracting opportunities.
By coordinating meetings at which Section 3 business concerns could be informed of specific elements of the work for which subcontract bids are being sought.
By conducting workshops on contracting procedures and specific contracting opportunities in a timely manner so that Section 3 business concerns can take advantage of contracting opportunities.
By advising Section 3 business concerns as to where they may seek assistance to overcome barriers such as inability to obtain bonding lines of credit, financing, or insurance and aiding Section 3 businesses in qualifying for such bonding, financing, insurance, etc.
Where appropriate, by breaking out contract work into economically feasible units to facilitate participation by Section 3 businesses.
By developing and using a list of eligible Section 3 business concerns.
By actively supporting and undertaking joint ventures with Section 3 businesses.

EFFORTS TO PROVIDE TRAINING AND EMPLOYMENT TO SECTION 3 RESIDENTS

- By entering into a "first source" hiring agreements with organizations representing Section 3 residents.
By establishing training programs, which are consistent with the requirements of the Department of Labor, specifically for Section 3 residents in the building trades.
By advertising employment and training positions to dwelling units occupied by Section 3 residents.
By contacting resident councils and other resident organizations in the affected housing development to request assistance in notifying residents of the training and employment positions to be filled.
By arranging interviews and conducting interviews on the job site.
By undertaking such continued job-training efforts as may be necessary to ensure the continued employment of Section 3 residents previously hired for employment opportunities.

[Handwritten signature]

AUTHORIZED SIGNATURE OF THE OFFEROR

9/1/2023
DATE

DP Acquisitions, LLC
COMPANY NAME

EVALUATION - Development Partners (RFQ-2023-13)

Ojala Partners

CRITERIA:	Max Points	Average Evaluator Score	Evaluator Score - Tim	Evaluator Score - Debbie	Evaluator Score - Chetana		
<p>Experience and Qualifications as Evidenced By:</p> <ol style="list-style-type: none"> Company (or companies) background and history. Relevant experience with other projects. Client references. <p>Response Strengths:</p> <p>Response Weakness:</p>	30	26.7	30	25	25		
<p>Strength of the Proposed Project Team as Evidenced By:</p> <ol style="list-style-type: none"> Appropriateness of management personnel and technical staff proposed. Organizational approach to project management including workflow, reporting and quality assurance procedures. Relevant experience with other projects. <p>Response Strengths:</p> <p>Response Weakness:</p>	20	16.7	20	15	15		
<p>Ability to Successfully Complete the Project as Evidenced By:</p> <ol style="list-style-type: none"> Understanding of task sequencing and major milestone events. Adequacy of resources. Knowledge of the City of Dallas Development Codes. Ability to complete work on a timely basis and meet deadlines. <p>Response Strengths:</p> <p>Response Weakness:</p>	15	14.0	15	15	12		
<p>Financial Capacity</p> <p>Response Strengths:</p> <p>Response Weakness:</p>	15	12.3	15	15	7		
<p>Response Characteristics:</p> <ol style="list-style-type: none"> Adherence to the required format. Completeness of submittal. Notarized certification statement that the firm is not debarred, suspended or otherwise prohibited from professional practice by any Federal, State or local agency. <p>Response Strengths:</p> <p>Response Weakness:</p>	10	7.3	7	10	5		
<p>MBE/WBE Certification and Section 3 Participation:</p> <ol style="list-style-type: none"> The Prime Consultant or Sub-Consultants are MBE/WBE Certified. Section 3 Participation. <p>Response Strengths:</p> <p>Response Weakness:</p>	10	5.0	5	5	5		
EVALUATION TOTALS			100	82.0	92	85	69

Resolution No. 5252

**RESOLUTION TO ENTER INTO A CONTRACT WITH CENTRE TECHNOLOGIES
FOR ARTIC WOLF FOR CYBERSECURITY SERVICES**

WHEREAS, the escalating cybersecurity threats necessitate proactive measures to safeguard our organization's digital assets and infrastructure;

WHEREAS, Artic Wolf is a recognized leader in the field of cybersecurity, offering innovative solutions in Managed Detection and Response (MDR) and Managed Vulnerability Scanning (MVS);

WHEREAS, Centre Technologies is authorized reseller of the Artic Wolf Cybersecurity Services;

WHEREAS, contracting with Centre Technologies for Artic Wolf Cybersecurity Services will provide DHA with access to advanced cybersecurity technologies and expertise to effectively detect, respond to, and mitigate cyber threats;

NOW, THEREFORE BE IT RESOLVED THAT the Board of Commissioners hereby authorizes President & CEO to negotiate and enter into a contract with Centre Technologies for Managed Detection and Response (MDR) and Managed Vulnerability Scanning (MVS) services, as outlined in the attached proposal.

PRESENTED AND PASSED on this the 19th day of March, 2024 by a vote of ___ ayes and ___ nays at a regular meeting of the DHA Board of Commissioners.

Betty Culbreath, Chair

ATTEST:

Troy Broussard, President, CEO and Secretary

Memorandum

To: DHA Board of Commissioners
From: Troy Broussard, President/CEO
Subject: Resolution to enter into contract with Artic Wolf and Centre Technologies for MDR and MVS
Date: March 19, 2024

I. Description of Action to be Taken

Enter into a contract with Centre Technologies for Artic Wolf Cybersecurity services for Managed Detection and Response (MDR) and Managed Vulnerability Scanning (MVS).

II. Background/History

Cyber threats continue to evolve in sophistication and frequency with the innovation of Artificial Intelligence (AI), making it imperative for organizations to fortify their cybersecurity measures. DHA recognizes the critical need to enhance our cybersecurity defenses to protect our digital assets and ensure operational continuity. As such, we have reviewed leading cybersecurity firms specializing in Machine Learning based detection to incorporate AI technology into our defensive measures.

III. Status of Current Action

After careful consideration and evaluation of potential cybersecurity measures and partners, DHA has identified Artic Wolf and Centre Technologies as reputable company with the expertise and capabilities to bolster our cybersecurity posture.

IV. Recommendation

DHA recommends that the Board of Commissioners authorize President & CEO to negotiate and enter into a contract with Centre Technologies for Artic Wolf cybersecurity services for MDR and MVS services.