

LOUISVILLE METRO HOUSING AUTHORITY
MINUTES OF REGULAR MEETING
AUGUST 16, 2022

Roll Call:

The meeting of the Board of Commissioners was called to order by Chairperson Gena Harris, at 3:32 p.m. Due to the COVID-19 Outbreak, participants may call in by way of Zoom Conference Video Call or attend In-Person. Members present were, Commissioner Geoffrey Ellis, Commissioner Cary Hearn, Commissioner Leah Peale and Mayor's Proxy, Mary Ellen Wiederwohl. Absent were Commissioner Chad Collier (excused), Commissioner Mary Elizabeth Miles (excused), and Commissioner Lisa Nicholson (excused).

Others present were Manfred Reid Sr., Emeritus Chairperson; Lance Gilbert, Emeritus Member; Lisa Osanka, Executive Director; Wavid Wray, Deputy Executive Director; Directors; Richard Nash, III, Attorney; Vickie Fields, Executive Secretary; LMHA Staff, Rob Williams, James Graham, and other individuals of the public.

On recommendation of LMPHW and the CDC guidelines on social distancing, LMHA is doing its part to prevent the spread of COVID-19 by using available technology to conduct the necessary and vital business of the agency. All public meetings will be held adhering to federal and state standards while maintaining the health and well-being of LMHA staff, residents, and partners.

Announcements:

Rob Williams with Job Corp introduced himself and informed the Board that Job Corp is fully operational in the local community and that he would like to be more involved with the Louisville Metro Housing Authority. Chairperson Harris informed Mr. Williams that an LMHA staff person would be in contact with him.

James Graham with Cosmos Technology wanted to say hello again and reiterated that he is anxious to help build inside the community where he is from.

Committee Reports:

Commissioner Ellis reported that a Security and Safety Committee meeting was held in July and that no formal decisions were made.

Approval of Minutes:

Commissioner Ellis made a motion to approve the minutes of LMHA's regular meeting held on July 19, 2022. Commissioner Hearn seconded. Motion carried by unanimous vote.

Commissioner Ellis made a motion to approve the minutes of LMHA's annual meeting held on July 19, 2022. Commissioner Hearn seconded. Motion carried by unanimous vote.

Resolutions:

Commissioner Ellis made a motion to adopt Resolution 5A "Award of Construction Contract on 4513 Fegenbush Lane / 4317 Norbrook Drive Siding Replacement Proposal #1567." Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 42-2022 (8/16/22)

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for 4513 Fegenbush Lane and 4317 Norbrook Drive Siding Replacement; and

WHEREAS, Sherman Carter Barnhart Architects and Engineers developed construction documents for this project; and

WHEREAS, the project was advertised on June 8, 2022 on LMHA's website, the Housing Agency Marketplace and in the Courier Journal; and on June 9, 2022 in the Louisville Defender; and

WHEREAS, one bid was received, and following the procurement policy, a letter was sent to HUD on July 25, 2022 to request approval for award; and

WHEREAS, staff reviewed the bid received and determined that the bid submitted by Skynet Professional Solutions, LLC in the amount of \$165,000.00 is the lowest responsive and responsible bid received and recommends award of the contract to them.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a construction contract with Skynet Professional Solutions, LLC in the amount of \$165,000.00 for 4513 Fegenbush Lane and 4317 Norbrook Drive siding replacement, subject to HUD approval.

Commissioner Ellis made a motion to adopt Resolution 5B “Authorization for the Renewal for Elevator Maintenance Service Contract.” Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 43-2022 (8/16/22)

WHEREAS, the Louisville Metro Housing Authority is required to provide maintenance service on all elevator equipment at Dosker Manor, Building “A”, “B”, and “C”, St. Catherine Court, Avenue Plaza, Lourdes Hall, Will E. Seay Plaza, and the United Building for passenger and freight elevators; and

WHEREAS, Oracle Elevator Holdco, Inc. who currently holds the state contract (MA# 758200000769, Expiration April 2023) for this type of work, presented a quote of \$61,200 annually for contracted maintenance service, \$175.00/regular hour and \$262.50/overtime hour for non-contract service with a fee of \$90.00 per trip charge.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to award the elevator maintenance service contract to Oracle Elevator Holdco, Inc. for a period beginning September 1, 2022 through August 31, 2023 for a total amount not to exceed \$250,000 annually.

Commissioner Ellis made a motion to adopt Resolution 5C “Authorization to Contribute Funds to the Eviction Prevention Program for Program Administrative Costs.” Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 44-2022 (8/16/22)

WHEREAS, during the past 29 years, the Louisville Metro Housing Authority and the Eviction Prevention Task Force have been involved in efforts to reduce the number of residents that are evicted from the LMHA properties; and

WHEREAS, the Authority has allocated funds from its 2023 operating budget for Eviction Prevention Services; and

WHEREAS, a Request for Proposal (RFP) was developed and advertised on April 22, 2020 in The Courier Journal and The Louisville Defender; and

WHEREAS, no bids were submitted, in which the Authority released a second Request for Proposal (RFP) advertised on June 10, 2020 in The Courier Journal, The Louisville Defender and utilizing The Marketplace E-Procurement; and

WHEREAS, bids were received for the second RFP and opened on June 30, 2020 for Eviction Prevention Services; and

WHEREAS, staff reviewed the bid received and determined Volunteers of America (VOA) to be a reasonable and responsive bid; and

WHEREAS, Housing for Urban Development (HUD) also reviewed and approved the Authority's request to proceed with a single-source procurement with VOA for Eviction Prevention Services; and

WHEREAS, Management recommended award of this contract to VOA for one year, with four one-year renewal options; and

WHEREAS, the initial year contract and first one-year renewal has expired; and LMHA would like to execute the second one-year renewal option.

NOW THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to award an Eviction Prevention Program service contract to VOA in an amount not to exceed \$128,059.67 for the contract term of September 1, 2022 to August 31, 2023.

Commissioner Ellis made a motion to adopt Resolution 5D "Authorization to Renew Contract for Siding and Gutter Repair/Replacement." Commissioner Peale seconded. Motion carried by unanimous vote.

RESOLUTION NO. 45-2022 (8/16/22)

WHEREAS, the Louisville Metro Housing Authority is required by HUD to maintain the gutters and siding on all the properties that we manage at various sites throughout the agency; and

WHEREAS, the Authority has allocated funds from its 2022 operating budget for Siding & Gutter Repair/ Replacement; and

WHEREAS, specifications were developed and advertised June 20th, 2018 in The Courier Journal and The Louisville Defender; and

WHEREAS, bids were received and opened on July 10th, 2018 for Siding & Gutter Repair/Replacement; and

WHEREAS, staff reviewed the bids received and determined L. H. Barrett Co. LLC to be the most responsive and responsible bid received; and

WHEREAS, Management recommended award of this contract to L. H. Barrett Co. LLC for one year, with four one-year renewal options; and

WHEREAS, L.H. Barrett Co. has exercised the initial one-year contract, and the first, second and third one-year renewal options; and

WHEREAS, LMHA and L.H. Barret Co. would like to exercise the fourth (final) one-year renewal option.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a one-year contract with L. H. Barrett Co. LLC for Gutter & Siding Repair/Replacement for the period beginning September 1, 2022 through August 31, 2023 in the amount not to exceed \$80,000 annually.

Discussion Items:

None.

Executive Session:

Commissioner Ellis motioned to go into Executive Session, seconded by Commissioner Peale. Motion carried by unanimous vote. The Board retired to Executive Session at 4:03 p.m.

The Board returned to Open Session at 4:34 p.m.

Other Business:

There being no further business to come before the Board, Commissioner Ellis motioned to adjourn, seconded by Commissioner Hearn. Motion carried by unanimous vote. The Board adjourned at 4:34 p.m.

Vickie J. Fields, Executive Secretary

Gena Harris, Chairperson