

MEMPHIS HOUSING AUTHORITY
700 ADAMS AVENUE
MEMPHIS, TN 38105

MEETING OF THE BOARD OF COMMISSIONERS

MINUTES OF MEETING

September 22, 2016

9:00 am

- I. The meeting of the Memphis Housing Authority Board of Commissioners was held September 22, 2016 in the Board Room. The meeting was called to order by Commissioner Randolph at 9:00 a.m.

Attendees:

Commissioners:

Mr. Ian Randolph
Mr. William Stemmler
Dr. Elma H. Mardis
Ms. Janet Covington
Dr. Laura Harris
Mr. Mickell Lowery

MHA Staff:

Marcia E. Lewis, Executive Director

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| Vickie Aldridge | Bobby Slaughter |
| Luretha Phillips | Cheiktha Scott |
| Gregory L. Perry | Told Olden |
| Michael Swindle | William Webb, Jr |

Residents: None

Media Presentation: None

Special Guest(s): Mildred Redmond, Denise Ivra and Sankedra Hudson

II. AGENDA

The agenda was unanimously approved with an added special presentation.

III. MINUTES

August 25, 2016 minutes were placed on hold.

IV. ELECTION OF OFFICERS

Director Lewis called for a motion to elect a Chairperson. A motion was made by Commissioner Mardis and seconded. Director Lewis called for nominations. Commissioner Covington nominated Ian Randolph. There being no discussion, Director Lewis called for the vote. The nomination passed and Commissioner Randolph was elected Chairperson for one year.

Commissioner Randolph called for a motion to elect a Vice Chairperson. A motion was made by Commissioner Mardis and seconded. Commissioner Randolph called for nominations. Commissioner Randolph nominated William Stemmler. Commissioner Randolph called for discussion,

Commissioner Lowery asked when will the term as a Board member end. Commissioner Randolph stated that his term on the Board is up and he is waiting to be re-appointed. Commissioner Stemmler stated he was re-appointed before the Mayoral election.

Commissioner Harris asked if the Chair and Vice Chair are the only two positions available for officers.

Director Lewis stated that those are the only two position in the past and according to the bylaws the Secretary is traditionally the Executive Director.

There being no further discussion, Commissioner Randolph called for the vote. The nomination passed and Commissioner Stemmler was elected Vice Chairperson for one year.

V. RESOLUTION AND BOARD ACTION

A. RESOLUTION NO. 4457 AWARDING A CONTRACT FOR REMEDIATION AND DEMOLITION CONSTRUCTION SERVICES FOR WILLIAM FOOTE HOMES [TN1-2 PHASE- A1- A2] SOLICITATION NO. CI 17-B-00345- **CAPITAL IMPROVEMENT DEPARTMENT**

Mr. Swindle sought Board approval

RESOLUTION NO. 4457

RESOLUTION AWARDING A CONTRACT FOR REMEDIATION AND DEMOLITION CONSTRUCTION SERVICES FOR WILLIAM FOOTE HOMES [TN1-2 PHASE- A1- A2] SOLICITATION NO. CI 17-B-00345

WHEREAS, the Memphis Housing Authority (MHA) received a \$29,750,000 Choice Neighborhoods Implementation (CNI) Grant for demolition and revitalization of the William Foote Homes public housing development which is adjacent to Cleaborn Pointe at Heritage Landing which was completed in December 2015 under HUD's Hope VI grant Program and is within the South City area. The CNI funds will enable a mixed-income community to be developed on and around the Cleaborn Pointe at Heritage Landing site. Over 71 million dollars of public funds have been committed as well as private funds for redevelopment activities with a mixture of City funds, tax exempt bonds, and low- income housing tax credit equity; and

WHEREAS, MHA must administer the grant funds allocated for remediation/demolition and the capital improvements accomplished with the grant in accordance with its capital plan, all applicable federal, state and local regulations; and

WHEREAS, MHA has determined that Foote Homes requires extensive hazardous material remediation and demolition for future redevelopment, including demolition of existing below and above ground infrastructure, existing underground abandoned utilities, debris from previous densification and non-dwelling structures, roads, etc.; and

WHEREAS, MHA has made a determination that the most effective method of obtaining the necessary construction services for William Foote Homes is to retain the services of a highly qualified general contractor; and

WHEREAS, MHA further determined to solicit for bids from qualified contracting firms to provide construction work within 73 calendar days for Phase- A-1 and, 137 Calendar Days for Phase A-2 from the Notice to Proceed; and

WHEREAS, pursuant to those determinations, MHA prepared procurement documents, assigned the solicitation number (CI 17-B-00345) and released the Legal Notice for public notification by the following means on the following dates:

- | | |
|-----------------------------|-----------------------------------|
| 1. Daily News | August 10-12, 2016 |
| 2. MHA's website | August 11 thru September 14, 2016 |
| 3. City of Memphis' Website | August 10, September 14, 2016 |

and

WHEREAS, MHA provided plans and specification for public review at the following locations on the following dates;

1. MHA's Capital Improvements Office August 10, September 14, 2016

2. Builders Exchange Plans Room August 11, thru September 14, 2016
3. Mid-South Minority Business August 11, September 14, 2016
4. Renaissance Center August 11, thru September 14, 2016

and

WHEREAS, on Wednesday, September 14, 2016, MHA in response to those solicitations received bids from the following firms:

PHASE A-1

| Bidders | Base Bid | Bid Alternate |
|-----------------------------------|-----------------|----------------------|
| Complete Demolition Services, LLC | \$977,100 | \$863,841 |
| Barnes & Brower, Inc. | \$1,124,653 | \$1,154,506 |
| Precise Concrete Work, LLC | \$1,297,714.80 | \$1,297,714.80 |
| Wagner General Contractors | \$1,138,200 | \$1,049,862 |
| TOA, LLC | \$1,242,604 | \$1,241,650 |

PHASE A-2

| Bidders | Base Bid | Bid Alternate |
|-----------------------------------|-----------------|----------------------|
| Complete Demolition Services, LLC | \$873,100 | \$771,100 |
| Barnes & Brower, Inc. | \$1,084,384 | \$1,091,384 |
| Precise Concrete Work, LLC | \$1,147,131 | \$1,147,131 |
| Wagner General Contractors | \$1,153,530 | \$1,065,600 |
| TOA, LLC | \$1,170,254 | \$1,170,250 |

and

WHEREAS, the Base Bids includes recycling of all metals, concrete, brick and asphalt components in accordance to the Green Communities Criteria requirements; and

WHEREAS, the Bid Alternates excludes recycling of all metals, concrete, brick and asphalt components in accordance to the Green Communities Criteria requirements; and

WHEREAS, Phase A-2 incorporates the training of youths participating in the Workforce Investment Network (WIN) Youth Build Program; and

WHEREAS, MHA has chosen to proceed with the Base Bids and recycle all metals, concrete, brick and asphalt components in accordance to the Green Communities Criteria requirements; and

WHEREAS, MHA conducted a review of the bids in strict accordance with the procedures prescribed in the procurement documents, MHA procurement policy and HUD procurement bidder; and Complete Demolition Services, LLC was determined to be the lowest, responsive and responsible bidder; and

WHEREAS, the bid amount of \$977,100 [Nine Hundred Seventy-Seven Thousand and One Hundred Dollars] was submitted by Complete Demolition Services, LLC for Phase A-1 and the bid amount of \$873,100 [Eight Hundred Seventy-Three Thousand and One Hundred Dollars] was submitted by Complete Demolition Service, LLC for Phase A-2 and both bids are within MHA's In-house cost estimate and adequate funds for this services are available under the CNI Grant Funds; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners approves and authorizes the execution of the contract with Complete Demolition Service, LLC of Carrollton, Georgia to provide all construction work within 73 calendar days for phase A-1 and 137 calendar days for phase A-2 from Notice to Proceed in the amount of \$977,100 [Nine Hundred Seventy-Seven Thousand and One Hundred Dollars] for phase A-1 and \$873,100 [Eight Hundred Seventy-Three Thousand One Hundred Dollars] for Phase A-2.

Commissioner Randolph called for a motion to approve Resolution No. 4457. A motion was made by Commissioner Harris and seconded. Commissioner Randolph called for discussion;

Commissioner Covington asked when will demolition start. Mr. Swindle stated that it is scheduled to start on October 10, 2016.

Commissioner Covington expressed her concerns that demolition will take place with residents still residing at Foote Homes. Director Lewis stated that a meeting was conducted with HUD and that 31 families will be affected and we will provide temporary housing for those families. Director Lewis stated that it is our goal to have the entire development cleared by the end of this year.

Commissioner Stemmler expressed his concerns regarding minority/women business enterprise (MWBE) participation.

Mr. Swindle stated that the contractor factored in 10% for MWBE but he is willing to make his best efforts to increase MWBE participation.

Commissioner Randolph stated that he is concerned about change orders and unforeseen environmental issues. He suggested that we do as much due diligence on the front end in order to prevent change orders and environmental issues.

Mr. Swindle stated that an investigation and exploratory digging was performed. Old boring maps and previous demolition records were reviewed.

Director Lewis stated that a soil management plan will be submitted to the City of Memphis.

Commissioner Randolph stated that he expects the MWBE participation to be higher than 10% and in the past it has been 25%.

Commissioner Stemmler state that in past it has been hard to find MWBE that meet some of the bonding requirements and we have to go outside the City.

Commissioner Harris asked that an update be provided to the Board as to how the contractor plans to increase MWBE participation.

There being no further discussion, Commissioner Randolph called for the vote. The motion passed; Resolution 4457 was approved.

VI. EXECUTIVE DIRECTOR'S REPORT:

- We met with the Developers to ensure that we work together to share information and make sure that everything is going smoothly and that we are on the same page. We want to make sure that our reporting and tracking is streamlined.
- At Booker T. Washington High School MHA and staff will participate in a Book bag give-away with Women's Foundation, Comcast, FedEx and others it's part of the South City Initiative to help reduce poverty within the community.

VII. SPECIAL PRESENTATION(S):

- Recognize two individuals in our Family Self Sufficiency Program. Mildred Redman is in the Rise Program and her goal is to obtain homeownership.
- Ms. Ivra has purchased a home within the program and will move in November 2016.

VIII. DISCUSSION ITEMS:

- Commissioner Randolph asked the Executive Director and staff to monitor the budget and assist with trying to get our budget under control.

IX. ANNOUNCEMENTS:


- Regular scheduled Board Meeting October 27, 2016 at 9:00 am

X. ADJOURNMENT

- Commissioner Randolph adjourned the meeting.



Ian Randolph, Chairperson



Marcia E. Lewis, Executive Director