



Agenda

Housing Authority of the City of Kansas City, Kansas

Regular Meeting

Thursday, May 16, 2019
12 noon

Administration Office
1124 N. 9th Street

- I. Roll Call
- II. Approval of the Minutes
Regular Board Meeting April 18, 2019
(Pages 1—6)
- III. Executive Director's Report
(Pages 7—26)
- IV. Committee Reports
- V. Receive Comments from Tenants and Public
Note: The Board will receive public comments during the meeting. Any member of the public wanting to comment on an agenda item or topic not included on the agenda may do so at this time. The Chairman will set a time limit to accommodate all potential speakers.
- VI. New Business Consent Items:
 - A. Resolution No. 2019-06 Approving Submittal of the Section 8 Management Assessment Program Certification for FYE March 31, 2019
(Pages 27—28)
 - B. Resolution No. 2019-07 Approve 2019 HUD Income Guidelines
(Pages 29—31)
- VII. New Business Discussion Item:
 - A. Resolution No. 2019-08 Authorize Acceptance of the Bid and Contract for the Interior Modernization of 3329 and 3257 North 46th Street and 4528, 4535 and 4544 Oak Avenue at K1-54 Scattered Sites 15 in Kansas City, Kansas with Frye Construction, Inc.
(Pages 32—35)
- VIII. Adjournment

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF KANSAS CITY, KANSAS**

Thursday, April 18, 2019
12 noon

Administrative Bldg.
1124 N. 9th Street

On the 18th day of April 2019 at 12 noon the Board of Commissioners of the Housing Authority of Kansas City, Kansas met in regular session. The meeting was called to order by Chairman Watkins, and upon roll call, the following members of the body were present:

Matt Watkins, Chairman
Rev. Jimmie L. Banks, Vice-Chairman
Jacques Barber, Commissioner
Don Jolley, Commissioner
P. Anne McDonald, Commissioner
Timothy J. Rhodes, Commissioner
Alvin Sykes, Commissioner (via conference call)
Denise Tomasic, Commissioner
Linda Warner, Commissioner
Charles Wilson, Commissioner

ABSENT: Rachel Jefferson, Commissioner
Cardelia Walker, Commissioner

ALSO PRESENT: Milton Scott, Executive Director
Cherrie Escobar, Director of Section 8
Melinda Linnell, Director of Housing Management
Julio Marino, Jr., User Support/Inventory Clerk
Sharron Davis-Mays, Self-Sufficiency Coordinator
Benice Meeks, Assistant Director of Finance
Jacqueline D. Randle, Executive Services Manager
Caroline Rogers, Director of Finance
Veronica Sanders, Financial Analyst
Anthony J. Shomin, Director of Facilities Management
Kendra Tyler, Asst. Director of Housing Management

Chairman Watkins called the meeting to order and roll call was taken.

Commissioner Rhodes made a motion to approve the minutes of March 21, 2019. Commissioner McDonald seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jolley, McDonald, Rhodes, Sykes, Tomasic, Warner, Watkins, Wilson

NAYS: None

ABSENT: Jefferson, Walker

ABSTAIN: None

Motion carried.

Executive Director's Report

- Mr. Scott noted that pages 9—27 of the board packet contain his written report and staff's monthly reports.
- Mr. Scott met with Dr. Greg Mosier, President of the Kansas City, Kansas Community College, and discussed opportunities to work together.
- Mr. Scott also met Dr. Charles Foust, Superintendent of Unified District 500 (USD 500). The Housing Authority works with USD 500 for its summer programming. They discussed continuing this partnership and what more could be done in the future.
- Mr. Scott and Mr. Glavin attended a pre-employer workshop with Workforce Partnership to explore job opportunities for ex-offenders through the Workforce Center ConstructKC program. We are looking at how to partner with this organization to provide opportunities to ex-offenders.
- U.S. Congressional Representative Sharice Davids met with YouthBuild participants and its Advisory Board. She showed an interest in visiting the Housing Authority and the board will be notified when this is to take place.
- Mr. Scott noted that while he is out on a leave of absence, Ms. Escobar will serve as acting Deputy Director. Ms. Randle will be available to answer questions and the Directors will offer support during this time.
- In the handouts, the board will find information on an open forum with the Department of Children and Families (DCF) on June 11, 2019. This is an open forum to discuss changes during the past year for benefits and services offered by DCF.
- Ms. Randle prepares the monthly Agency Journal to highlight agency activities. Ms. Linnell, Ms. Escobar and Ms. Tyler have 2019 graduates listed in the April edition.
- The public housing occupancy report is prepared monthly by Ms. Linnell.

- We met with Allison and Alexander (contractors for the new maintenance facility) to get the payments caught up. This payment prevents a lien on the agency. De-federalized funds were used to make this happen. Mr. Shomin added that we have received direction from HUD to put in an application for the Capital Fund Financing Program. The process requires a physical needs assessment which we are pursuing. An application will be put in through Section 30 of the Capital Fund Program, which is the public housing mortgage program, to get approval for the Administrative office. Mr. Scott believes we will get a response in 30-60 days. In the meantime, we will stay in communication with the contractor.
- Vice-Chairman Banks asked if the job openings, listed in the Agency Journal, were for replacements. Mr. Scott noted some of them are and others were just not previously filled. Chairman Watkins noted he would like to see what the response has been since we lifted the residency requirement. Mr. Scott noted the new hire in the Finance department lives in Kansas City, Kansas.
- Commissioner Tomasic asked about the Country Club Bank loan. She does not understand this financing vs. HUD financing and how it all fits together. She noted there was also a resolution to float a bond. Mr. Shomin explained that we still need a relationship with a bank. The Capital Fund financing program funds will be used to pay back the loan from the bank. Chairman Watkins noted that was correct. We need approval from HUD to go in this direction. HUD's approval is conditional on the loan application. Chairman Watkins explained that we may or may not need to use bond financing. Commissioner Tomasic understood that there is no special federal funding, just federal approval. Chairman Watkins noted that was correct. The money will be obligated out of our Capital Funds over the next twenty years. Vice-Chairman Banks asked was there a Plan B. Mr. Scott noted there are contingency plans, but we are doing what HUD requires first.

Committee Reports

Chairman Watkins called for committee reports.

Bylaws

Commissioner Barber indicated there was no report.

Finance

Commissioner McDonald noted they were going to meet April 24, 2019; but have decided to reschedule due to Mr. Scott being out. They plan to set a date for June.

Inclusion and Public Information

Commissioner Warner's noted they had planned to meet April 29, 2019; but she and Mr. Scott will be out. They are going to meet next at their regularly scheduled time in July, unless something comes up.

Personnel

Vice-Chairman Banks noted the Personnel Committee does not have a report.

Development and Improvement

Commissioner Rhodes noted they met on March 27, 2019 to discuss financing, which was discussed earlier in today's meeting and the Request for Qualifications (RFQ) on potential development services. They also discussed renewable energy programing ideas. The RFQ for rebranding was discussed and presentations will be held after the board meeting today. Future meetings will be determined after the meeting today.

Resident Participation

Commissioner Wilson indicated the Resident Participation Committee met on March 26, 2019. He provided a written report. The firearms issue, pet policy and Urban Works were discussed and detailed in the written report which was then circulated to the Board. The next meeting will be April 23, 2019 at Plaza Towers. Mr. Scott indicated the Ms. Linnell and Ms. Tyler would attend this meeting.

Commissioner Barber asked what comments were received on the gun and pet policies. Commissioner Wilson noted there was controversy on the firearms policy. However, he noted the Housing Authority should be able to restrict the use of firearms on its property. Concerning the pet policy, Mr. John Hopkins will be moving to Missouri under the Section 8 program and another resident has provided paperwork for his service dog.

Executive

Chairman Watkins noted the Executive Committee did not meet, but may convene as we get closer to making decisions on the maintenance facility and administrative office.

Community Housing Investment Group (CHIG)

Chairman Watkins noted that CHIG met two nights ago for a three-hour meeting. The funding continues to be good. Minutes from the January meeting were approved will be sent out by email. A capital fund improvement schedule was laid out for the building. We are looking to remove Midwest Housing Equity Group (MHEG) as an oversight agency in 2021. Strategic planning will be taking place. Commissioner Tomasic questioned if CHIG has its own capital improvement fund. Chairman Watkins noted CHIG does not, but Delaware Highlands Assisted Living (DHAL) has a reserve for replacement account and operational accounts. Commissioner Tomasic questioned that since our finances are separate, why CHIG's money would be shown in our funds available report. Chairman Watkins noted this is due to past practices, but there should be a conversation about this at the Finance Committee meeting and he would defer to them. Vice-Chairperson Banks recalled a reference was made during the finance reporting by Ms. Rogers to have this line item removed.

Public Comments

Commissioner Sykes asked to provide a statement to the board. He then indicated that on March 16, 2019 he suffered a serious injury at Union Station while en-route to Chicago. He fell and hit his head which resulted in an inflamed spine, no bones were broken, but he was left paralyzed in his hands, feet and legs. He is currently in a rehabilitation facility in Topeka, Kansas. This has lead him to place a call to Unified Government Commissioner Tom Burroughs and when he hears back, he will inform the Housing Authority board of the status of his continued service on its board. He plans to make a functional recovery, but must consider the needs of the residents of the 2nd District in terms of their representation on the board during his recovery period. Chairman Watkins expressed that the Housing Authority board would like to see him have a speedy recovery and to let the board know if there is anything he would need.

New Business Consent Item

Resolution No. 2019-05, authorizing the disposal of scrap metal.

This resolution authorizes the disposal of 34 refrigerators and 27 ranges identified by manufacturer serial numbers and PHA decal numbers. The value will be determined by scrap metal weight.

Commissioner Rhodes made a motion to approve Resolution No. 2019-05. Vice-Chairman Banks seconded the motion and the following vote was recorded:

AYES: Banks, Barber, Jolley, McDonald, Rhodes, Sykes, Tomasic, Warner, Watkins, Wilson

NAYS: None

ABSENT: Jefferson, Walker

ABSTAIN: None

Motion carried.

RESOLUTION NO. 2019-05—AUTHORITY TO DISPOSE OF SCRAP METAL.

Commissioner Barber advised the board that the census will be taken next year and he has attended a couple of meetings related to this. There will be a major effort to get people to respond to the census online and they will only knock on doors as a last resort. He suggested that the Housing Authority put together something to inform our residents of the importance of their response to the census. He indicated there is a map that shows where it has been difficult to collect census data. Mr. Scott noted he would have Ms. Davis-Mays do this through the resident councils.

Chairman Watkins noted it was time for the annual review of the Executive Director. He asked board members to fill out the review within the next week and return it to him or Ms. Randle via email. Vice-Chairman Banks suggested making changes to the evaluation form. Commissioner Warner offered that it would be best to inform the person before changing the rating requirements. Chairman Watkins suggesting having the Personnel Committee complete a review of the annual review form, but for now he asked that board members fill out the current form. The information from all the board members will be compiled and a final version will be made. Ms. Randle offered that she would email the form to board members.

With no further business, Chairman Watkins asked that the meeting be adjourned and it passed unanimously.

Matt Watkins, Chairman

Milton Scott, Executive Director

Executive Director's Report

May 16, 2019

1. **April 1, 2019** Staff participated in a Moving to Work (MTW) Demonstration Program Cohort #2 Webinar on rent reform sponsored by HUD. Also, HUD published PIH 2019-04 Notice in March announcing that it will receive applications for Cohort #2—Rent Reform. Cohort #2 will study different rent reform models. HUD is requesting letters of interest under the Moving to Work (MTW) Demonstration Program for Fiscal Year 2019. Agencies selected into Cohort #2 will study different rent reform models that may or may not be income based, to include tiered rents and/or stepped rents.
2. **April 4, 2019** Tony Shomin and I met with Jerry Adams and Mike Allen representing Allison and Alexander (contractors for the new maintenance facility) to discuss ways to restart the work at the new maintenance facility. The housing authority continues to work with HUD to seek financing of this project along with the new administration offices.
3. **April 10, 2019** The Unified Government of Wyandotte County/Kansas City, Kansas (UG) Department of Community Corrections Advisory Board met for us to discuss and approve the Comprehensive Plan FY 2020. The Plan presented an agency assessment of current outcomes, practices and operations, resources and gaps in the Department of Community Corrections. Also, the plan discussed the management and organizational capabilities along with monitoring and evaluation that included goals and outcomes. In addition, the UG's Behavioral Health Grant Application for FY 2020 was also approved.
4. **April 11, 2019** Marlene Nagel, Mid-America Regional Council (MARC), hosted an EnVision Center collaborative meeting. Including myself, others in attendance were Edwin Lowndes, Executive Director of the Housing Authority of Kansas City; Jason Mohr, Regional Administrator; Agatha R. Gutierrez, Bruce L. Ladd and Jose R. Davis from the local HUD Office. The following topics were part of the overall discussion:
 - Review of the objective for Envision Center to help move public housing tenants to self-sufficiency and out of public housing.
 - Gaps in programs and services by each of the PHAs to help current residents achieve self-sufficiency.
 - Identify possible strategies/programs that could help address gaps.
 - Determine how to best implement identified strategies/programs

The group discussed further options of having multiple regional or local Anchor Partners to carry out the four pillars of the EnVision center. Also, the local HUD office is to reach out to its federal partners in an effort to increase such presence within the EnVision Centers.

5. **April 12, 2019** Chairman Matt Watkins and I attended the Greater Kansas City Coalition to End Homelessness (GKCCEH) semi-annual meeting. GKCCEH

serves as the lead agency for the Jackson County, Missouri and Wyandotte County, Kansas Continuum of Care (CoC). The event was held at the Kauffman Foundation. The meeting was designed as the first of many opportunities to create a dialogue about the direction of our CoC and how it can create a human services structure that adapts to the needs of the people in our community.

6. **April 15, 2019** Sharron Davis-Mays and I meet with John O'Brien, Wyandotte Indian Nation, in collaboration with the Section 3 Program. The focus was on how to engage potential participants in the Section 3 program. We discussed outreach efforts that expand to a more diverse workforce, what activities will be perceived as beneficial to potential participants, how to identify measurable goals and outcomes, and what other community resources can be tapped to achieve Section 3 goals and objectives.
7. **April 16, 2019** Susan Martin, of the Modernization Department, and I met concerning the 2009 Emergency Safety and Security Grant. HUD announced funding availability for this grant that can provide funding to purchase equipment for safety and security measures necessary to address crime and drug-related activities. Safety and Security emergencies include increases in threat levels posed to the health and safety of the PHA's residents due to violent crimes or property-related crimes. Emergency safety and security grant funds may be used to install, repair, or replace capital need items including security systems/cameras. We are seeking the maximum amount of \$250,000 to upgrade the camera systems at Glanville, Rosedale and Plaza Towers. The due date for the grant is June 5, 2019.
8. **April 18, 2019** The Development Committee and members of the Community Housing Investment Group (CHIG) received presentations on re-branding for the Housing Authority and CHIG. The group received presentations from three vendors: JNA, Walz Tetrick and the Frank Agency.
9. The following monthly reports:
 - A. Statement of Funds
 - B. Delinquency Report
 - C. Disbursements over \$1,000
 - D. Operating Receipts and Expenditures
 - E. Maintenance Report
 - F. Occupancy Report
 - G. Modernization Report
 - H. Resident Initiative Report
 - I. Section 8 Utilization Report
 - J. Monthly Move-in and Move-outs

/s/ Milton Scott

Milton Scott
Executive Director

Kansas City, Kansas Housing Authority
Statement of Funds Available
For the Period Ended April 30, 2019

Description	Rate ^(a)	Maturity Date	Amount	Bank
General Fund Account	0.15%		\$490,805.33	Liberty
Payroll Account	0.00%		\$8,991.92	Liberty
ACH Pymt Account	0.15%		\$2,872.76	Liberty
Rent Depository Account	0.00%		\$1,423,797.24	Bank of Labor
Rent Bank Deposit Accounts	0.75%		\$110,303.84	Various
Homeless Prevention Program	0.75%		\$5,596.87	Bank of Labor
Sponsorship Program	0.75%		\$20,369.32	Bank of Labor
Section 8 Checking	0.00%		\$121,926.02	Bank of Labor
EPC Replacement Reserve Acct	0.15%		\$38,697.31	Liberty
Community Hsg Inv Group			\$658,238.71	Liberty
KCKHA Debt Service Account			\$946,126.49	Deutsche Bank
CD#120245349	1.49%	08/26/19	\$500,000.00	Bank of Labor

(a) Represents Rates as of May 10, 2019 provided by Banks.

Note: Amounts reflect balances from month-end statements. Reconciliation of outstanding checks will adjust account balances, accordingly.



Caroline M. Rogers
 Director of Finance

Kansas City, Kansas Housing Authority
Delinquency in Accounts Receivable
For the Month of April 2019

	Rent & Other Charges	Repayment Agreements	Net Total
Accounts Receivable (Amounts Delinquent)	\$261,522.32	(\$131,814.08)	\$129,708.24
Total Charges to Tenants for Month			\$442,212.25
Delinquency Ratio			29.33%
Petitioned to Court			<u>19</u>
Praecipes Issued			<u>14</u>
Evictions			<u>12</u>
Pending Evictions			<u>0</u>



Caroline Rogers
Director of Finance

Schedule C - Expenses Over \$1,000

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of MARCH'19

CONTRACT COSTS

VETS Securing America	Contract	\$25,266.88
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MAINTENANCE COSTS

American Water Treatment Inc	Maintenance	\$1,050.00
Carpet Corner Inc	Maintenance	\$5,438.03
Cintas Corporation No. 2	Maintenance	\$1,157.76
Donisha Henderson dba	Maintenance	\$1,345.00
Ferguson Enterprises Inc	Maintenance	\$1,759.04
Ferguson Enterprises Inc	Maintenance	\$1,291.60
Fire & Security Solutions	Maintenance	\$1,525.00
Fire & Security Solutions	Maintenance	\$1,174.85
General Electric Co	Maintenance	\$3,958.00
General Electric Co	Maintenance	\$2,252.50
Grainger	Maintenance	\$1,246.76
Home Depot Supply	Maintenance	\$3,288.08
Home Depot Supply	Maintenance	\$1,436.39
Jim's Services	Maintenance	\$1,200.00
Johnson County Landfill	Maintenance	\$1,131.49
Johnson County Landfill	Maintenance	\$1,030.47
Johnstone Supply Co.	Maintenance	\$1,537.20
Kansas Lawn and Garden	Maintenance	\$1,280.00
Martin Mechanical Corporation	Maintenance	\$8,616.47
Martin Mechanical Corporation	Maintenance	\$1,637.34
McAnany Construction Inc	Maintenance	\$13,650.00
McCray Millwork	Maintenance	\$2,274.59
McQueeney Group Inc	Maintenance	\$2,670.18
Minnesota Elevator Inc	Maintenance	\$4,355.76
National Fire Suppression	Maintenance	\$10,020.00
National Fire Suppression	Maintenance	\$8,975.00
Oscar's Maintenance Service Corp., LLC	Maintenance	\$5,030.00
Oscar's Maintenance Service Corp., LLC	Maintenance	\$2,455.00
Oscar's Maintenance Service Corp., LLC	Maintenance	\$1,950.00
PCS	Maintenance	\$1,193.47
Precision Plumbing & Construction	Maintenance	\$10,106.00
Precision Plumbing & Construction	Maintenance	\$2,670.00
Sherwin Williams Co	Maintenance	\$3,040.05
Sherwin Williams Co	Maintenance	\$2,710.86

Schedule C - Expenses Over \$1,000

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of MARCH'19

Sherwin Williams Co	Maintenance	\$1,700.49
SOS Pest Control	Maintenance	\$2,250.00
Stanion Wholesale Electric Co	Maintenance	\$5,465.57
Strasser Hardware	Maintenance	\$3,613.54
Supplyworks	Maintenance	\$1,699.11
Supplyworks	Maintenance	\$1,309.94
Sutton Remodeling LLC	Maintenance	\$1,480.00
Sutton Remodeling LLC	Maintenance	\$1,000.00
Virginia Tile Company	Maintenance	\$1,159.28
Waste Management	Maintenance	\$7,874.54

MISCELLANEOUS COSTS

Allison & Alexander Inc	Miscellaneous	\$314,267.58
American Express	Miscellaneous	\$2,117.85
AT&T	Miscellaneous	\$6,456.69
AT&T	Miscellaneous	\$1,251.33
Enterprise FM Trust	Miscellaneous	\$1,854.04
Evans & Mullinix, PA	Miscellaneous	\$7,842.00
GFI Digital	Miscellaneous	\$5,355.00
Housing Authority Risk Retention Group	Miscellaneous	\$2,000.00
Kinkos Fedex	Miscellaneous	\$3,289.99
Nan McKay & Associates Inc	Miscellaneous	\$1,400.00
Online Information Service	Miscellaneous	\$1,539.50
PHADA	Miscellaneous	\$4,750.00
Postmaster	Miscellaneous	\$5,000.00
Time Warner Cable	Miscellaneous	\$2,319.95
U.S Bank Equipment Finance	Miscellaneous	\$2,429.32
WEX Bank	Miscellaneous	\$2,460.13

OTHER GRANT COSTS

Cypress Media LLC (Kansas City Star)	Modernization	\$1,279.98
Davidson & Associates Inc	Modernization	\$4,682.70
Minnesota Elevator Inc	Modernization	\$125,912.70
SGI	Modernization	\$8,046.00
Tompkins Associates Inc d/b/a	Modernization	\$5,259.36
Urban Works, LLC	Modernization	\$4,500.00

PAYROLL COSTS

Aetna	Payroll	\$106,016.59
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Schedule C - Expenses Over \$1,000

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of MARCH'19

AFLAC Premium Holding	Payroll	\$2,879.04
AFLAC Premium Holding	Payroll	\$2,789.10
Colonial Life & Accident Ins	Payroll	\$4,303.68
Colonial Life & Accident Ins	Payroll	\$4,247.80
Delta Dental	Payroll	\$4,733.40
Kansas Payment Center	Payroll	\$1,191.65
Kansas Payment Center	Payroll	\$1,191.65
KPERS Retirement System	Payroll	\$31,093.26
KPERS Retirement System	Payroll	\$30,760.39
Nationwide Retirement	Payroll	\$2,624.08
Nationwide Retirement	Payroll	\$2,624.08
UMB Health Savings Acct.	Payroll	\$3,529.13
UMB Health Savings Acct.	Payroll	\$3,529.13
W.H. Griffin, Trustee	Payroll	\$2,835.16
W.H. Griffin, Trustee	Payroll	\$2,835.16
William H. Hutton, Attorney at Law	Payroll	\$1,350.00

INTERBANK TRANSFERS

Liberty Gen Fund to Payroll Transfers	Transfers	\$175,300.00
Liberty Gen Fund to Payroll Transfers	Transfers	\$172,800.00
Liberty Gen Fund to ACH Transfers	Transfers	\$37,200.00
Liberty Gen Fund to ACH Transfers	Transfers	\$36,900.00
Liberty Gen Fund to ACH Transfers	Transfers	\$5,000.00
Liberty Gen Fund to ACH Transfers	Transfers	\$1,760.79
Liberty Gen Fund to ACH Transfers	Transfers	\$1,539.50
Bank of Labor Gen Fund to Liberty Gen Fund	Transfers	\$500,000.00

UTILITIES COSTS

Atmos Energy	Utilities	\$2,044.10
Board of Public Utilities	Utilities	\$102,372.49
Board of Public Utilities	Utilities	\$49,290.26
Board of Public Utilities	Utilities	\$43,556.46
Board of Public Utilities	Utilities	\$23,871.67
Constellation New Energy-Gas	Utilities	\$12,116.70
Kansas Gas Service	Utilities	\$28,534.06
Kansas Gas Service	Utilities	\$14,931.73
Kansas Gas Service	Utilities	\$6,972.39
Kansas Gas Service	Utilities	\$6,115.86
	Utilities	

Schedule C - Expenses Over \$1,000

Kansas City, Kansas Housing Authority

Payments Over \$1,000.00

For The Month of MARCH'19

\$2,110,129.67



Caroline M. Rogers
Director of Finance

Kansas City, Kansas Housing Authority
Operating Receipts and Expenditures
For Period Ending April 30, 2019

Due to the process of completing the FYE March 31, 2019 operating statements and submission to HUD, we have not prepared financial reports for the first month of the new fiscal year beginning April 1. The April reports, along with the complete financial statements for the March 31, 2019 fiscal year, will be presented to the board at its Annual Meeting on June 20, 2019. We appreciate your understanding on the timing of this delay.



Caroline Rogers
Director of Finance

**KANSAS CITY, KANSAS HOUSING AUTHORITY
MAINTENANCE REPORT
FOR THE MONTH OF APRIL 2019**

CUSTOMER SERVICE & SATISFACTION SURVEY - APRIL 2019

Date	Vacant Unit Work Orders	Service Work Orders	Work Orders Closed	Residents Contacted	Favorable	Unfavorable	No Response
04/01/19	49	13	62	6	6	0	7
04/02/19	33	15	48	4	4	0	11
04/04/19	26	6	32	3	3	0	3
04/05/19	32	9	41	6	6	0	3
04/08/19	47	5	52	4	4	0	1
04/09/19	30	9	39	6	6	0	3
04/11/19	30	10	40	5	5	0	5
04/12/19	26	6	32	2	2	0	4
04/15/19	39	9	48	4	4	0	5
04/16/19	122	10	132	8	8	0	2
04/17/19	23	11	34	4	4	0	7
04/18/19	30	8	38	4	4	0	4
04/22/19	57	11	68	4	4	0	7
04/23/19	49	5	54	2	2	0	3
04/26/19	84	9	93	4	4	0	5
04/29/19	80	9	89	4	4	0	5
04/30/19	51	11	62	7	7	0	4
TOTAL	808	156	964	77	77	0	79
			(a)	(c)	(d)	(b)	

These percentages are based on work orders completed in occupied units only and does not include work orders for vacant unit preparation.

- (a) Residents Contacted 49% of the service work orders completed
- (b) No Response 51% of the service work orders completed
- (c) Favorable Response 100% of the residents contacted
- (d) Unfavorable 0% of the residents contacted

* Unfavorable responses result in a second work order being generated to resolve problem, followed up by a call from the Clerk Dispatcher.

	Family	Elderly	Total
Total Vacancy	92	64	156
Units in Mod	11	47	58
Fire Units	4	0	4
Rentable Units	77	17	94
Move-Ins	14	15	29
Move-Outs	18	17	35
Units Available	0	0	0
Units Readied in APR	14	22	36

REPORT F

April 2019 Occupancy Report

PROJECT	TOTAL UNITS	OCCUPIED UNITS	VACANT UNITS	% OCCUPIED CURRENT	% OCCUPIED PRIOR
K1-1 *(6) (13) JUNIPER GARDENS	265	178	87	67%	66%
K1-2 (1) ST. MARGARETS PARK	100	98	2	98%	99%
K1-3(1) CYRUS K. HOLIDAY	60	58	2	97%	98%
K1-4*(38) (6) WYANDOTTE TOWERS	302	245	57	81%	82%
K1-5*(2) (1) BELROSE MANOR	90	97	3	108%	94%
K1-6 Elderly DOUGLAS HEIGHTS	101	99	2	98%	97%
K1-6 (3) Family DOUGLAS HEIGHTS	99	94	5	95%	97%
K1-7 (1) SCATTERED SITES	24	23	1	96%	96%
K1-9 (1) SCATTERED SITES	30	29	1	97%	97%
K1-10 *(2) SCATTERED SITES	42	40	2	95%	95%
K1-11 (2) GRANDVIEW PARK	40	36	4	90%	95%
K1-12 (2) CHALET MANOR	66	64	2	97%	95%
K1-13 WELBORN VILLA	80	80	-	100%	100%
K1-14 (1) BETHANY PARK TOWERS	153	152	1	99%	99%
K1-15 *(5) SCATTERED SITES	20	15	5	75%	75%
K1-17*(1) GLANVILLE TOWERS	108	104	4	96%	94%
K1-18 ROSEDALE TOWERS	122	121	1	99%	98%
K1-20 WESTGATE TOWERS	163	162	1	99%	99%
K1-21 SCATTERED SITES	8	7	1	88%	100%
K1-22 WESTGATE VILLA	20	19	1	95%	100%
K1-23 SCATTERED SITES	38	37	1	97%	100%
K1-24 (8) PLAZA TOWERS	115	107	-	93%	97%
K1-25 SCATTERED SITES	12	12	-	100%	100%
Sub-Total before Adjustments	2,058	1,875	183	91%	91%
Less: # of Deprogrammed Units	31		31		
Less: # of Units Under Modernization	58		58		
Total Units Available for Occupancy	1,969	1,875	94	95%	95%

(*) Modernization units

MODERNIZATION AND DEVELOPMENT REPORT MAY 2019

CAPITAL FUND PROGRAM 2013

The funding amount for this program is \$2,404,182.00. The public hearing and final budget were presented to the residents on December 5, 2012. The Capital Fund Program 2013 was approved at the December 20, 2012 Board Meeting. Approval of the 2013 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. Architect and engineering firms have been selected to complete work under this program. All work has been completed.

The following projects are completed: K1-7 Scattered Sites Exterior Repair, Painting, and Gutter Replacement (3 Buildings), K1-21 Scattered Sites HVAC Replacement, K1-14 Bethany Park Tower Retaining Wall Replacement, K1-6HR Douglas Heights High Rise, K1-24 Bethany Park Tower, K1-18 Rosedale Tower, K1-24 Plaza Tower Surge Suppression, K1-14 Bethany Park Tower Domestic Water Pump Booster. K1-9 Scattered sites parking lot improvements. K1-23 Scattered Sites exterior repair, painting and lighting. K1-20 Westgate Tower Interior Modernization (Phase III, Floors 4, 5 and 6).

All funds in the 2013 Capital Fund Program have been obligated and expended. This program is being prepared for close-out.

CAPITAL FUND PROGRAM 2014

The funding amount for this program is \$2,735,146.00. The public hearing and final budget were presented to the residents on December 4, 2013. The Capital Fund Program 2014 was approved at the December 19, 2013 Board Meeting. Approval of the 2014 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. A/E firms have been selected. Construction plan preparation is complete and all work has been completed.

The following project is complete: K1-4 Wyandotte Tower Carpet Replacement; K1-20 Westgate Tower Interior Modernization Phase IV, Floors 1, 2 & 3, and K1-54 Scattered Sites (15) Playground Improvements.

All funds in the 2014 Capital Fund Program have been obligated and expended. This program is being prepared for close-out.

CAPITAL FUND PROGRAM 2015

The funding amount for this program is \$2,783,028.00. The public hearing and final budget were presented to the residents on December 3, 2014. The Capital Fund Program 2015 was approved at the December 18, 2014 Board Meeting. Approval of the 2015 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. A/E firms have been selected.

The following project is complete: K1-57 Westgate Tower(20), Window Improvement; K1-54 Scattered Sites (23), HVAC Improvements.

2015 EMERGENCY SAFETY AND SECURITY GRANT

The Housing Authority applied for and was awarded an Emergency Safety and Security Grant. The funding amount for this grant is \$250,000.00. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD. This funding will be used for security camera improvements at four of our tower developments: Wyandotte Tower, Bethany Park Tower, Douglas Heights, and Westgate Tower.

The following project is complete: K1-55, Wyandotte Tower, K1-56 Bethany Park Tower and Douglas Heights High-rise, and K1-57, Westgate Tower Security Camera Improvement.

All funds in the 2015 Emergency Safety and Security Grant have been obligated and expended. This program is being prepared for close-out.

CAPITAL FUND PROGRAM 2016

The funding amount for this program is \$2,910,265.00. The public hearing and final budget were presented to the residents on December 2nd, 2015. The Capital Fund Program 2016 was approved at the December 17th, 2015 Board meeting. Approval of the 2016 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD.

K1-57 WESTGATE TOWER AND PLAZA TOWER ELEVATOR MODERNIZATION

Bids were due on August 29th, 2018 for this project. Only one bid was received and therefore a bid analysis is required and the bid must be approved by HUD. Staff has reviewed the bid, and the bid and our analysis has been submitted to HUD for consideration. HUD has reviewed and approved the single bid. The

Board authorized the contract for this project at its October 2018 meeting to Minnesota Elevator Inc. A pre-construction meeting was held on October 19, 2018. Minnesota Elevator Inc. has completed Wyandotte Tower and now they are free to start on these towers elevators. Notice to Proceed was issued on May 1, 2019. Elevator equipment is available and is now on site for Plaza Tower. Work will begin on the passenger elevator at Plaza Tower, the week of May 6 to 10, 2019.

K1-57 WESTGATE TOWER PARKING LOT IMPROVEMENT

Bids were due on January 9th, 2019 for this project. Only one bid was received for this project from McConnell and Associates, Inc., in the amount of \$64,640.00. The architect and staff reviewed this bid and determined that it is reasonable for this work and that a rebid of the project would not benefit the Housing Authority. Since this contract amount was below the \$75,000 threshold requiring Board approval, the contract was awarded to McConnell and Associates, Inc. A pre construction conference was held on February 13th, 2019. McConnell and Associates Inc. is preparing the documents require for Notice to Proceed. The building permit review of the plans has delayed the project. Notice to Proceed will be issued upon obtaining the permit from the Unified Government for this project.

K1-56 ROSEDALE TOWER FIRE SPRINKLER IMPROVEMENT

Bids closed on January 23rd, 2019. The Board authorized the award of a contract at the February 21st, 2019 meeting to Southtown Glass Inc. DBA SGI. Preconstruction meeting was held on March 1st, 2019. Notice to Proceed was issued on March 19, 2019. Contractor was delayed due to an asbestos problem. However, that problem has been resolved and the project is now moving forward. The contractor is preparing his design and is submitting it for review and approval. Work to begin upon approval of design.

K1-56 GLANVILLE TOWER – COMMON AREA HVAC IMPROVEMENTS

Bids were received on February 27th, 2019 for this project. The Board authorized the award of a contract at the March 2019 to Envirotech Heating and Cooling. Preconstruction meeting was held on March 2nd, 2019. Notice to Proceed was issued on May 6, 2019. Work has begun. Demolition of the air handler is underway. New equipment will be placed by crane when the old equipment demolition is completed.

CAPITAL FUND PROGRAM 2017

The funding amount for this program is \$3,024,938.00. The public hearing and final budget were presented to the residents on December 7th, 2016. The Capital

Fund Program 2017 was approved at the December 15th, 2016 Board meeting. Approval of the 2017 Capital Fund Program Plan by HUD was received. The ACC Amendment was received from HUD and executed by the Housing Authority and submitted to HUD.

K1-55 WYANDOTTE TOWER ELEVATOR MODERNIZATION

The Board authorized this as an emergency repair at the August 2018 Board Meeting and awarded a modernization contract to Minnesota Elevator Inc. Minnesota Elevator Inc. has completed an assessment of the equipment needed and has ordered the equipment. Work began on November 30, 2018. The first elevator was received and accepted. The work on the second elevator began on March 5, 2019 and is now complete and has been accepted. This project is being prepared for close out.

K1-57 PLAZA TOWER - RELOCATION - FLOORS 6, 7, and 8

Bids were received on January 24, 2019, for the moving of residents from dwelling units on the 6th, 7th, and 8th floors of Plaza Tower. This is the first phase of interior modernization of Plaza Tower. Residents will be moved within Plaza Tower during this project. The apparent responsive low bidder is Coleman Worldwide Moving with a total bid of \$21,561.45. Five companies bid on this project. Bids ranged in price from \$21,561.45 to \$47,685.00. Since the contract amount is below the threshold requiring Board of Commissioners approval. The contract was awarded to Coleman Worldwide Moving. Seven resident has been moved off of the 8th Floor.

K1-54 SCATTERED SITES (15) INTERIOR MODERNIZATION

Bids were received on April 24, 2019, for the interior modernization of 5 houses in this development. This is the first phase of interior modernization at this development. Upon completion residents from other houses will be relocated to these units and then these houses will be scheduled for interior modernization. This will be on the agenda for the Board's May 16th, 2019 meeting for consideration.

CAPITAL FUND PROGRAM 2018

The funding amount for this program is \$4,676,183.00. The public hearing and final budget were presented to the residents on December 6th, 2017. The Capital Fund Program 2018 was approved at the December 21st, 2017 Board meeting. HUD is in the process of reviewing the 2018 Capital Fund Plan. There is a new process regarding the ACC Amendment and currently the Housing Authority is working with HUD through the new process for its approval. An RFP for Architectural and Engineering Services, for the preparation of building plans and

specifications for the 2018 improvement projects, has been prepared and sent to architects and engineers. A pre-proposal meeting was held on February 6, 2019 to answer questions. Proposals were received on February 13, 2019. Proposals are being reviewed and scored.

CAPITAL FUND PROGRAM 2019

The funding amount for this program is \$4,889,781.00. The public hearing and final budget were presented to the residents on December 5th, 2018. The Capital Fund Program 2019 was approved at the December 20st, 2018 Board meeting. Staff is working on the required submissions to HUD for acceptance of this funding.

RESIDENT INITIATIVE REPORT

MAY 2019

SUBMITTED BY SHARRON DAVIS-MAYS

SELF-SUFFICIENCY COORDINATOR

On April 2, 2019 I attended the ThrY've Systems Advisory Board Meeting. This meeting is held bi-monthly at Donnelly College. Students from Sumner Academy presented views on why their school is rated among the best schools in the nation. *Sumner Academy is ranked 52nd in the United States and listed as the best school in the state of Kansas.*

On April 4, 2019 I met with the staff and other community partners to prepare for the summer food program. The summer food program will operate four days a week, Monday—Thursday. The program will not operate on Fridays, because the school district will be closed on that day. I have reached out to Catholic Charities and Village Initiative to see if they can provide at least lunch on Fridays for our family sites.

On April 9, 2019 I met with staff at the Kansas City, Kansas Community College Entrepreneurship and Workforce program along with other community partners to finalize plans for the job fair being held on April 25, 2019 at the Jack Reardon Center.

On April 15, 2019 Milton Scott and I attended a meeting with John O'Brien, Executive Director of Wyandotte Indian Nation, to work on upgrading the Section 3 Program. Mr. O'Brien and his staff work with the Housing Authority to help train residents that enroll in the Section 3 Program.

On April 18, 2019 I attended the AEI meeting at the Kauffman Foundation. The AEI group brings together local community partners to help FDIC reach out to those who are unbanked and help with financial literacy through the Money Smart financial education program.

On April 23, 2019 I attended the Resident Participation Council meeting at Plaza Towers. Commissioner Charles Wilson presented information on Urban Works. Melinda Linnell, Director of Housing Management and Kendra Tyler, Assistant Director of Housing Management were also present.

On April 23, 2019 The Learning Club worked with a few youth from Cyrus K. Holiday on the poster contest entitled *Safe Playgrounds*. Poster contest winners will be chosen by the HAI Group on May 10, 2019.

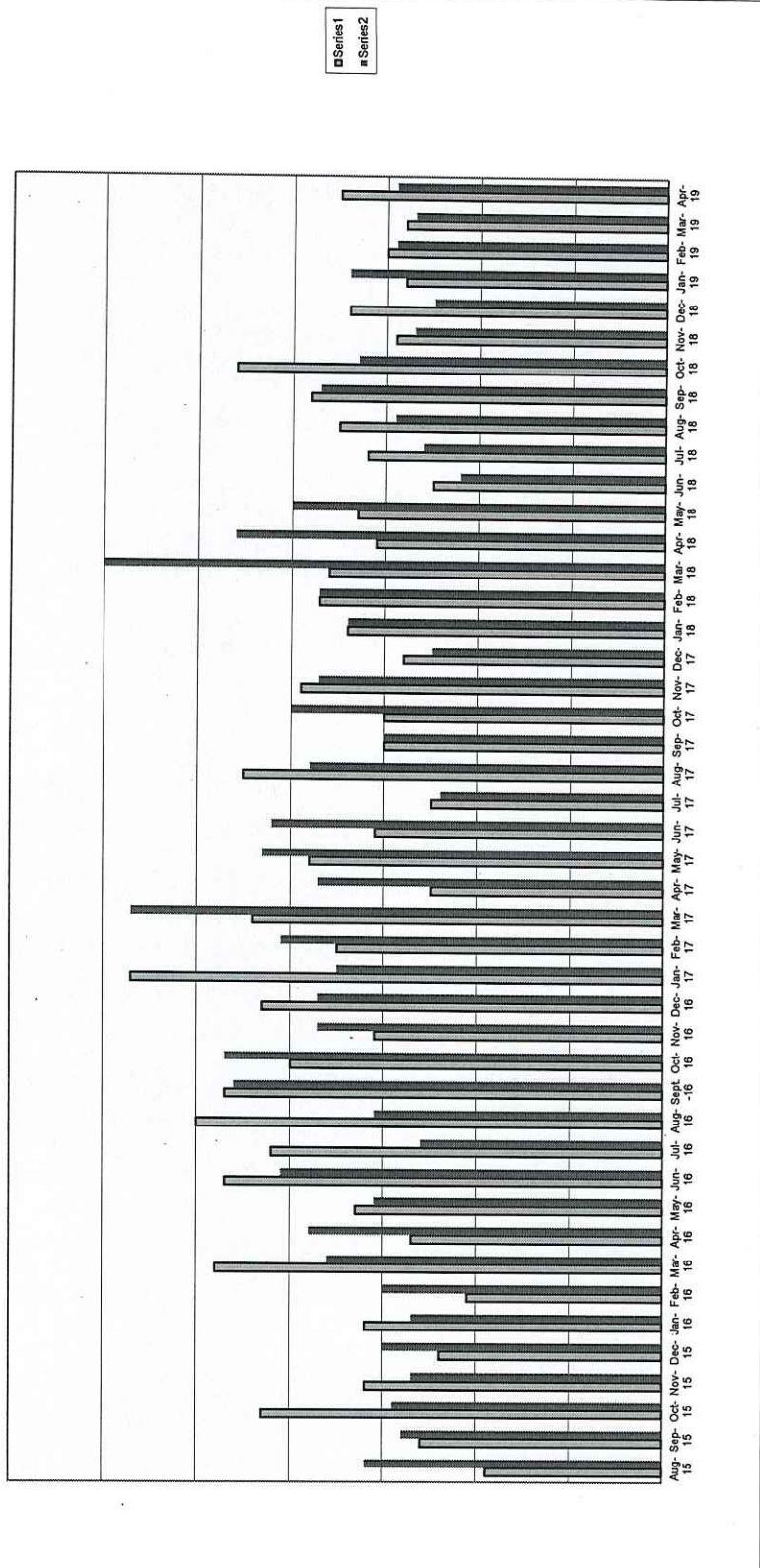
On April 25, 2019 The Housing Authority partnered with the Wyandotte Indian Nation to participate in the KCKCC Job Fair held at the Jack Reardon Center. Thirty-five Section 3 applications were distributed to interested applicants. Rep. Sharice Davids stopped by our booth and showed an interest our Section 3 program.

Month	Year	Units	HAP
April	2016	1427	796,418
May	2016	1424	806,373
June	2016	1432	816,641
July	2016	1423	817,456
August	2016	1428	842,513
September	2016	1425	835,530
October	2016	1424	842,208
November	2016	1436	847,693
December	2016	1459	867,016
January	2017	1464	878,579
February	2017	1474	883,557
March	2017	1462	891,001
April	2017	1475	887,533
May	2017	1456	899,588
June	2017	1460	877,833
July	2017	1442	887,292
August	2017	1429	888,224
September	2017	1420	882,076
October	2017	1420	881,400
November	2017	1417	874,988
December	2017	1392	863,642
January	2018	1368	849,606
February	2018	1368	850,991
March	2018	1356	828,727
April	2018	1339	820,358
May	2018	1331	809,349
June	2018	1318	797,744
July	2018	1316	814,451
August	2018	1301	796,631
September	2018	1300	814,111
October	2018	1297	806,749
November	2018	1276	800,140
December	2018	1268	801,111
January	2019	1267	813,586
February	2019	1267	827,427
March	2019	1258	823,463
April	2019	1242	819,093
May	2019	1242	817,235

Report J
Kansas City, Kansas Housing Authority
Move-Ins and Move-Outs - July 2015 -February 2018

Month	Move-Outs	Move-Ins
Aug-15	19	32
Sep-15	26	28
Oct-15	43	29
Nov-15	32	27
Dec-15	24	30
Jan-16	32	27
Feb-16	21	30
Mar-16	48	36
Apr-16	27	38
May-16	33	31
Jun-16	47	41
Jul-16	42	26
Aug-16	50	31
Sept. -16	47	46
Oct-16	40	47
Nov-16	31	37
Dec-16	43	37
Jan-17	57	35
Feb-17	35	41
Mar-17	44	57
Apr-17	25	37
May-17	38	43
Jun-17	31	42
Jul-17	25	24
Aug-17	45	38
Sep-17	30	40
Oct-17	39	37
Nov-17	28	25
Dec-17	34	34
Jan-18	37	37
Feb-18	36	60
Mar-18	31	46
Apr-18	33	40
May-18	33	40
Jun-18	25	22
Jul-18	32	26
Aug-18	35	29
Sep-18	38	37
Oct-18	46	33
Nov-18	29	27
Dec-18	34	25
Jan-19	28	34
Feb-19	30	29
Mar-19	28	27
Apr-19	35	29

Chart Title



KANSAS CITY KANSAS HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
May 16, 2019

New Business Consent Item: Approve submittal of the Section 8 Management Assessment Program (SEMAP) Certification for the Fiscal Year ended March 31, 2019

Resolution No. 2019-06

Background:

Section 8 Management Assessment Program (SEMAP) is a self-assessment of how a Section 8 program is functioning. SEMAP enables HUD to identify capabilities and deficiencies related to the administration of the Section 8 program. There are 13 Indicators on which access the Section 8 program. Each Indicator has a point value and there are a total of 135 points possible.

HUD has three performance categories. Those categories are: High Performer- 90% or above, Standard Performer- 61-89%, or Troubled Performer- 60% or below.

Our previous scores by year, confirmed by HUD are: **2009-96%; 2010-100%; 2011-100%; 2012-100%; 2013-100%; 2014-100%; 2015-85%; 2016-100%; 2017-100%, and 2018-100%**

Current Issue:

Attached is the SEMAP Certification for the FYE 03-31-19. HUD requires the certification to be submitted no later than 60 days after the end of the fiscal year, which would be by the close of business (COB) on May 31, 2019 for our agency. Upon approval of the attached resolution, the certification will be submitted electronically to HUD. From the results of our self-audit, we expect to earn the following number of points in each category. Our 100% will place us in the *High Performer category*.

Indicator #	Category	Maximum Points Possible	KCKHA Expected Points
Indicator 1	Selection from Waiting List	15	15
Indicator 2	Reasonable Rent	20	20
Indicator 3	Determination of Adjusted Income	20	20
Indicator 4	Utility Allowance Schedule	5	5
Indicator 5	HQS Quality Control Inspections	5	5
Indicator 6	HQS Enforcement	10	10
Indicator 7	Expanding Housing Opportunities	5	5
Indicator 8	Payment Standards	5	5
Indicator 9	Annual Reexaminations	10	10
Indicator 10	Correct Tenant Rent Calculations	5	5
Indicator 11	Pre-Contract HQS Inspections	5	5
Indicator 12	Annual HQS Inspections	10	10
Indicator 13	Lease-Up	20	20
	TOTAL	135	135

Board Action:

Approve Resolution No. 2019-06, if Appropriate.

RESOLUTION NUMBER 2019-06

**APPROVING SUBMITTAL OF THE
SECTION 8 MANAGEMENT ASSESSMENT
PROGRAM CERTIFICATION FOR FYE MARCH 31, 2019**

WHEREAS, the U.S. Department of Housing and Urban Development requires the Kansas City, Kansas Housing Authority to submit a Section 8 Management Assessment Program (SEMAP) Certification for the Fiscal Year ended March 31, 2019; and

WHEREAS, the U.S. Department of Housing and Urban Development requires that the Board of Commissioners of the Kansas City, Kansas Housing Authority approve the SEMAP Certification for submission to HUD; and

BE IT RESOLVED, the SEMAP Certification has been completed and must be submitted no later than the May 31, 2019 deadline.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Kansas City, Kansas, authorizes staff to submit the Section 8 Management Assessment Program Certification for the Fiscal Year ended March 31, 2019 to HUD.

KANSAS CITY KANSAS HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
May 16, 2019

New Business Consent Item: Approve 2019 HUD Income Guidelines

Resolution No. 2019-07

Background:

HUD revises income eligibility guidelines for participation in federal housing assistance programs each year. These guidelines are the income eligibility criteria for all programs operated by the KCKHA.

- *very low-income family* is defined as low-income families whose incomes **do not exceed 50 percent** of the median income for the area, subject to specified adjustments for areas with unusually high or low incomes relative to housing costs;
- *low-income family* is defined as those families whose incomes **do not exceed 80 percent** of the median income for the area, subject to adjustments for areas with unusually high or low incomes or housing costs;
- *extremely low-income family* is defined as a very-low income family whose income does not exceed the higher of the poverty guidelines as determined by the Department of Health and Human Services or **30 percent** of the median income for the area.

Current Issue:

The 2019 income guidelines were issued to HUD directors and field offices April, 2019 and were effective as released. Kansas City KS Housing Authority (KCKHA) Income Limits for Admissions giving the new guidelines is attached.

Board Action:

Approve Resolution No. 2019-07, if Appropriate

RESOLUTION NUMBER 2019-07

Approve 2019 HUD Income Guidelines

WHEREAS, HUD revises income eligibility guidelines for participation in federal housing assistance programs each year; and

WHEREAS, these guidelines are the income eligibility criteria for all programs operated by the KCKHA.

BE IT RESOLVED, that the Board of Commissioners of the Kansas City, Kansas Housing Authority (KCKHA) adopts the 2019 HUD Income Limits Guidelines as presented to the Board of Commissioners.

NOW, THEREFORE, BE IT FURTHER RESOLVED, the Board of Commissioners does hereby approve Resolution No. 2019-07.

Kansas City KS Housing Authority
Income Limits for Admissions
Effective May 2019

Number of Family Members	30% or less than area medi- an income	> 30% but < 50% area me- dian income	> 50% but < 80% area medi- an income
1	\$17,400	\$28,950	\$46,350
2	\$19,850	\$33,100	\$52,950
3	\$22,350	\$37,250	\$59,550
4	\$25,750	\$41,350	\$66,150
5	\$30,170	\$44,700	\$71,450
6	\$34,590	\$48,000	\$76,750
7	\$39,010	\$51,300	\$82,050
8	\$43,430	\$54,600	\$87,350

KANSAS CITY KANSAS HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
May 16, 2019

New Business Discussion Item: Authorize acceptance of the bid and contract for interior modernization of five houses at K1-54 Scattered Sites 15 located at 3329 and 3257 North 46th Street and 4528, 4535, and 4544 Oak Avenue in Kansas City, Kansas with Frye Construction, Inc.

Resolution No. 2019-08

Background:

The interior dwelling units at K1-54 Scattered Sites 15 are in need of modernization. The interior surfaces and equipment are original since these units were built, in 1973, except for minor unit turnover and repairs. The interior modernization work consists of plumbing updates (new faucets, sinks, stops, and garbage disposals), electrical updates (rewiring of the buildings to replace old aluminum wiring, new breaker panels, plugs, switches, and lighting) new kitchen cabinets and bath vanities, new countertops, new interior door replacement, new floor coverings, ceiling and wall repair and painting, and new hardware.

Current Issue:

Staff following our procurement policy has hired an architect, and the architect has prepared interior modernization plans for these five houses.

The Invitation to Bid was advertised in the Kansas City Star, The Call, and Hispanic News. The Invitation to Bid was posted on the Housing Authority's website, and mailed to contractor reporting services. Also, the Invitation to Bid was mailed directly to 180 general contractors and 108 Section 3 contractors. Eleven (11) contractors picked up plans for this project.

A pre-bid conference was held on April 10, 2019 to answer questions and give contractors an opportunity to visit the five houses.

Bids were opened on April 24, 2019 at 2:00 p.m. Two contractors bid on this project:

Construction Management Services, Inc.	Olathe, Kansas
Frye Construction, Inc.	Kansas City, Missouri

Frye Construction, Inc. is the apparent responsive low bidder with a base bid for the five houses plus one aggregate price of \$230,700. The low bidder was determined by the total of the base bids for the five houses plus an aggregate price to replace 100 ft. of 2' X 8" joists at 4535 Oak Avenue. The aggregate price will establish a per lineal foot unit price to be used for actual lineal feet of replacement needed. Construction Management Services, Inc. bid for the five houses and one aggregate price was \$350,057 (see attached bid tab sheet).

Frye Construction, Inc. has been in business for 35 years. The Housing Authority has previous experience with this contractor with good results. The architect and staff have checked references with positive comments received. There is \$280,000 in the 2016, 2017 and 2018 Capital Fund Programs budgeted for this project. The architect estimate for this work is \$204,078.

Frye Construction, Inc. and its principal do not appear on the List of Parties Excluded from Federal Procurement or Nonprocurement Programs. The principals are:

Eugene J. Frye
Wanda S. Frye

President
Secretary

The Kansas City Kansas Housing Authority's procurement policy requires that all contracts in excess of \$75,000 must be approved by the Board of Commissioners of the Housing Authority.

Therefore, the staff and the architect are recommending acceptance of the responsive low bid submitted by Frye Construction, Inc. and authorize a contract in the amount of the total of all base bids for the five houses totaling \$229,900 for the interior modernization of 3329 and 3257 North 46th Street and 4528, 4535, and 4544 Oak Avenue and any additional amount for actual joist replacement at 4535 Oak Avenue, per the unit lineal foot price established in the bid documents.

Attached is a resolution that will authorize the acceptance of the bid and authorize a contract with Frye Construction, Inc. for the interior modernization of 3329 and 3257 North 46th Street and 4528, 4535, and 4544 Oak Avenue and any additional amount for actual joist replacement at 4535 Oak Avenue, per the unit lineal foot price established in the bid documents.

Staff recommends approval of this resolution.

Board Action:

Approve Resolution No. 2019-08, if Appropriate.

RESOLUTION NUMBER 2019-08

**AUTHORIZE ACCEPTANCE OF THE BID AND CONTRACT FOR
THE INTERIOR MODERNIZATION OF 3329 AND 3257 NORTH 46TH
STREET AND 4528, 4535, AND 4544 OAK AVENUE AT
K1-54 SCATTERED SITES 15 IN KANSAS CITY, KANSAS WITH
FRYE CONSTRUCTION, INC.**

WHEREAS, interior modernization of 3329 and 3257 North 46th Street and 4528, 4535, and 4544 Oak Avenue are needed; and

WHEREAS, bids for the interior modernization of 3329 and 3257 North 46th Street and 4528, 4535, and 4544 Oak Avenue were solicited and received on April 24th, 2019; and

WHEREAS, bids were received from;

Construction Management Services, Inc.	Olathe, Kansas
Frye Construction, Inc.	Kansas City, Missouri

WHEREAS, the bids were opened and tabulated by the architect and Kansas City Kansas Housing Authority staff; and

WHEREAS, the staff and the architect are recommending acceptance of the responsive low bid submitted by Frye Construction, Inc. and authorize a contract in the amount of \$229,900 for the interior modernization of 3329 and 3257 North 46th Street and 4528, 4535, and 4544 Oak Avenue and any additional amount for actual joist replacement at 4535 Oak Avenue, per the unit lineal foot price established in the bid documents.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of Kansas City, Kansas that the bid submitted by Frye Construction, Inc. in the amount of \$229,900 for the interior modernization of 3329 and 3257 North 46th Street and 4528, 4535, and 4544 Oak Avenue and any additional amount for actual joist replacement at 4535 Oak Avenue, per the unit lineal foot price established in the bid documents is hereby accepted.

BE IT FURTHER RESOLVED, that the Housing Authority of Kansas City, Kansas is authorized to enter into a contract with Frye Construction, Inc. in the amount of \$229,900 for the interior modernization of 3329 and 3257 North 46th Street and 4528, 4535, and 4544 Oak Avenue and any additional amount for actual joist replacement at 4535 Oak Avenue, per the unit lineal foot price established in the bid documents.

NOW THEREFORE BE IT FURTHER RESOLVED that the Board of Commissioners does hereby approve Resolution No. 2019-08.

DAVIDSON & ASSOCIATES, INC.
ARCHITECTURE, ENGINEERING, PLANNING, DESIGN/BUILD, ENERGY & CONSTRUCTION MANAGEMENT

BID TABULATION SHEET
PROJECT III OF THE FY2017 CAPITAL FUND PROGRAM
KANSAS CITY KANSAS HOUSING AUTHORITY
KCKHA CONTRACT 19-10-54 (15)
INTERIOR MODERNIZATION AND REPAIRS – PHASE 1
2:00 PM CST, April 24, 2019 KCKHA BOARD ROOM

(*Note Columns 5 and 6 information required within three (3) business days to KCKHA modernization office)

COMPANY NAME (Column 1)	ACKNOWLEDGE ADDENDUM NO. 1	COMPLETED	BID FORM	COMPLETED	BID BOND (Column 4)	CURRENT OCCUPANCY LICENSE, NON- COLLUSIVE AFFIDAVIT, PREVIOUS PARTICIPATION CERTIFICATE	REPRESENTATIONS & OTHER STATEMENTS, CONTRACTOR'S QUALIFICATION STATEMENT	Subbed 3329 N. 46 th St (\$ (Column 7))	Subbed 3257 N. 46 th St (\$ (Column 8))	Subbed 4528 Oak St (\$ (Column 9))	Subbed 4535 Oak St. (\$ (Column 10))	Subbed 4544 Oak St (\$ (Column 11))	UNIT COST 4535 OAK ST. \$15/\$150 0	2X8 JST UNIT AND AGG COST (\$) (COLUMN 11)	TOTAL BASE BID (\$) Column 7 thru 11
35															
1) CONSTRUCTION MANAGEMENT SERVICES	YES	YES	YES	YES	YES	N/A	N/A	\$56,544	\$63,775	\$85,497	\$62,225	\$80,486	\$15/\$150	\$350,057	
2) FRYE CONSTRUCTION, INC.	YES	YES	YES	YES	YES	TBD	TBD	\$42,100	\$42,900	\$47,900	\$49,300	\$47,700	\$8/\$800	\$230,700	

DAVIDSON & ASSOCIATES, INC.
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