

Laredo Housing Facilities Corporation
Regular
Board of Directors Meeting



LHA Board Room
2000 San Francisco Ave.
Laredo, Texas 78040

Wednesday, April 5, 2023
11:30 a.m.

Laredo Housing Facilities Corporation

Regular Board of Directors Meeting

Zoom Video Link:

<https://us02web.zoom.us/j/89716725429?pwd=TORQRVJlMldtUUJzWCtrcnJwMkZrQT09>

Call in Number: 1-346-248-7799

Webinar ID: [897 1672 5429](#)

LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Wednesday, April 5, 2023

11:30 A.M.

Board of Directors

Cynthia Mares, President
Silvia Madrid, Vice President
Joe E. Aranda, Director

Jose L. Ceballos, Director
Gloria Ann Freeman, Director

The Board of Commissioners will convene for a Board meeting for discussion on the following matters (NOTE: A quorum of the Board will be physically present at this location, but up to two other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127)

A-23-R-1

Agenda

April 5, 2023

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL AND DECLARATION OF QUORUM
4. CITIZENS COMMENTS

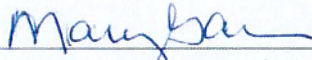
This is the opportunity for visitors and guests to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at the time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

5. ACTION ITEM

- A. Discussion and possible action to approve the writing-off of non-collectable amounts for vacated Public Housing, Russell Terrace, Meadow Elderly and Farm Labor units from October 1, 2022 through March 31, 2023, as recommended by staff.

- B. Discussion and possible action to award RFP No. 2023-0130-2 Integrated Pest Management & On-Call Services to JD's Pest Control in the amount of \$25,430.00 and authorize the Executive Director to finalize negotiations and contract with selected firm.
- C. Discussion and possible action to award RFP No. 2023-0130-1 Landscaping & Ground Maintenance to Airstream Professional Misting Systems in the amount of \$258,840.00 and authorize the Executive Director to finalize negotiations and contract with selected firm.

6. ADJOURNMENT

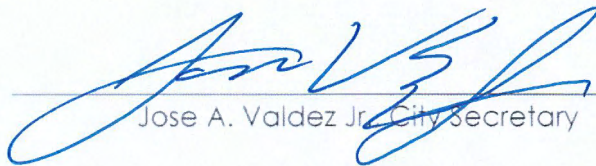


Mary Gaona, Secretary

The Housing Authority of the City of Laredo is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Executive Director at (956) 722-4521 at least 48 hours in advance. This meeting site is accessible to disabled persons. Disabled parking is provided in the north parking lot adjacent to the Administration Building, and disabled building access is located at the main entrance.

CERTIFICATON

This notice was posted at the Municipal Government Offices, 1110 Houston Street, Laredo, Texas, at a place convenient and readily ADA/accessible to the public at all times. Said notice was posted on Thursday, March 30, 2023 at 4:00 p.m.



Jose A. Valdez Jr., City Secretary

LHFC DIRECTORS' COMMUNICATION

DATE: 04/05/2023	SUBJECT: Discussion and possible action to approve of writing-off non-collectable amounts for vacated Public Housing, Russell Terrace, Meadow Elderly, and Farm Labor units from October 1, 2022 through March 31, 2023, as recommended by staff.																										
Item #: 5A																											
INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE: Jennifer Barrientos Director of Finance																										
<p>PREVIOUS BOARD ACTION: On November 18, 2022, the LHA Board of Commissioners approved action item 12E writing-off non-collectible amounts for vacated units from April 1, 2022 through September 30, 2022 as recommended by staff.</p>																											
<p>BACKGROUND: The tenant accounts receivable for the Housing Authority of the City of Laredo should be analyzed on a yearly basis in order to establish the non-collectable amounts due to vacancies. The balance of \$18,507.51 represents uncollectable amounts for vacated units within Public Housing and Farm Labor. This amount is < 0.01% of the total dwelling rental income for the period of October 1, 2022 through March 31, 2023.</p>																											
<p>FINANCIAL:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-left: 40px;"> <thead> <tr style="background-color: #cccccc;"> <th style="text-align: center;">Development</th> <th style="text-align: center;">Amount</th> </tr> </thead> <tbody> <tr> <td>AMP 1 Colonia Guadalupe</td> <td style="text-align: right;">\$ 7,976.55</td> </tr> <tr> <td>AMP 3 Ana Maria Lozano</td> <td style="text-align: right;">\$ 313.00</td> </tr> <tr> <td>AMP 3 Carlos Richter</td> <td style="text-align: right;">\$ 51.00</td> </tr> <tr> <td>AMP 4 Senior Home</td> <td style="text-align: right;">\$ 1,379.96</td> </tr> <tr> <td>AMP 5 Meadow Acres</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>AMP 5 South Laredo</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>AMP 6 Asherton</td> <td style="text-align: right;">\$ 2,666.00</td> </tr> <tr> <td>USDA Farm Labor</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>LHFC RADRT</td> <td style="text-align: right;">\$ 3,681.00</td> </tr> <tr> <td>LHFC PBVRT</td> <td style="text-align: right;">\$ 2,440.00</td> </tr> <tr> <td>LHFC RADME</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr style="background-color: #cccccc;"> <td>Total:</td> <td style="text-align: right;">\$ 18,507.51</td> </tr> </tbody> </table>		Development	Amount	AMP 1 Colonia Guadalupe	\$ 7,976.55	AMP 3 Ana Maria Lozano	\$ 313.00	AMP 3 Carlos Richter	\$ 51.00	AMP 4 Senior Home	\$ 1,379.96	AMP 5 Meadow Acres	\$ 0.00	AMP 5 South Laredo	\$ 0.00	AMP 6 Asherton	\$ 2,666.00	USDA Farm Labor	\$ 0.00	LHFC RADRT	\$ 3,681.00	LHFC PBVRT	\$ 2,440.00	LHFC RADME	\$ 0.00	Total:	\$ 18,507.51
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Total:	\$ 18,507.51																										
<p>RECOMMENDATION: To approve the writing-off of non-collectable accounts in the amount of \$18,507.51 for vacated Public Housing, Russell Terrace, Meadow Elderly, and Farm Labor units from October 1, 2022 through March 31, 2023, as recommended by staff.</p>																											

LHFC DIRECTORS' COMMUNICATION

DATE: 04/05/2023	SUBJECT: Discussion and possible action to award RFP No. 2023-0130-2 Integrated Pest Management & On-Call Services to JD's Pest Control in the amount of \$25,430.00 and authorize the Executive Director to finalize negotiations and contract with selected firm.
Item #: 5B	

INITIATED BY: Mary Gaona Executive Director	STAFF SOURCE Valeria Cabello Procurement Officer
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PREVIOUS BOARD ACTION: None

BACKGROUND: <p>On January 30, 2023, the Housing Authority of the City of Laredo issued a Request for Proposals (RFP) for Integrated Pest Management & On-Call Services. The established deadline to submit was February 17, 2023.</p> <p>The pest control services will be provided at the following properties: Colonia Guadalupe, LHA Administrative Offices, Russell Terrace, Carlos Richter, Senior Home, Ana Maria Lozano, Meadow Acres, Meadow Elderly, South Laredo, and Farm Labor. Services will be provided semi-annually for a period of one year, with an option to extend the contact for four additional one-year periods.</p> <p>The Agency invited the following contractors to submit a proposal: Madrigal Termite & Pest Control, Web Termite & Pest Control, Bug Busters of Laredo, JD's Pest Control, Laredo Termite & Pest Control, and Asash Termite & Pest Control. As a result, the Agency received the following submission in response to the RFP:</p> <ul style="list-style-type: none">• JD's Pest Control

FINANCIAL:					
<table border="1"><thead><tr><th>Contractor</th><th>Proposed Annual Cost</th></tr></thead><tbody><tr><td>JD's Pest Control</td><td>\$25,430.00</td></tr></tbody></table>	Contractor	Proposed Annual Cost	JD's Pest Control	\$25,430.00	
Contractor	Proposed Annual Cost				
JD's Pest Control	\$25,430.00				

RECOMMENDATION: To award RFP No. 2023-0130-2 Integrated Pest Management & On-Call Services to JD's Pest Control in the amount of \$25,430.00 and authorize the Executive Director to finalize negotiations and contract with selected firm.

LHFC DIRECTORS' COMMUNICATION

<u>DATE:</u> 04/05/2023	<u>SUBJECT:</u> Discussion and possible action to award RFP No. 2023-0130-1 Landscaping & Ground Maintenance to Airstream Professional Misting Systems in the amount of \$258,840.00 and authorize the Executive Director to finalize negotiations and contract with selected firm.	
<u>Item #:</u> 5C		
<u>INITIATED BY:</u> Mary Gaona Executive Director		<u>STAFF SOURCE</u> Valeria Cabello Procurement Officer
<u>PREVIOUS BOARD ACTION:</u> None		
<u>BACKGROUND:</u> <p>On January 30, 2023, the Housing Authority of the City of Laredo issued a Request for Proposals (RFP) for Landscaping and Ground Maintenance. The established deadline to submit was February 13, 2023.</p> <p>The landscaping services will be provided to the following properties: Colonia Guadalupe, Russell Terrace, Carlos Richter, Senior Home, Ana Maria Lozano, Meadow Acres, Meadow Elderly, South Laredo, Farm Labor, and Bernal Sunrise Court. Each property will be serviced twice a month for a period of one year, with an option to extend the contact for four additional one-year periods.</p> <p>The Agency invited the following contractors to submit a proposal: Olympia Landscape Development, Roy's Palms Landscaping & irrigation, Marquez Nursery, Triple O Landscaping, Escamilla Nursery, Airstream Professional Misting Systems, Greenside Sprinkler Systems, and Torres Landscaping & Paint Inc. As a result, the Agency received the following submissions in response to the RFP:</p> <ul style="list-style-type: none"> • Airstream Professional Misting Systems • El Alba Nursery • Torres Landscaping & Paint Inc. • Escamilla Nursery 		
<u>FINANCIAL:</u>		
Contractor	Proposed Monthly Cost	Proposed Annual Cost
Airstream Professional Misting Systems	\$21,570.00	\$258,840.00
El Alba Nursery	\$46,660.00	\$559,920.00
Torres Landscaping & Paint Inc.	\$47,913.00	\$574,956.00
Escamilla Nursery	\$85,130.00	\$1,021,560.00
<u>RECOMMENDATION:</u> Approval to award RFP No. 2023-0130-1 Landscaping & Ground Maintenance to Airstream Professional Misting Systems in the amount of \$258,840.00 and authorize the Executive Director to finalize negotiations and contract with selected firm.		