



# Oakland Affordable Housing Preservation Initiatives

## **Board of Directors**

PATRICIA WELLS  
WILLIAM J MAYES  
LYNETTE JUNG-LEE

## Executive Director

Patricia Wells

In accordance with Article IV, Section 4.11, of the Oakland Affordable Housing Preservation Initiatives, Inc., NOTICE IS HEREBY GIVEN that the **Regular Meeting (Affiliate Meeting)** of the Board of Directors will be held as follows:

## **Oakland Affordable Housing Preservation Initiatives, Inc.**

### **Regular Meeting (Affiliate Meeting)**

**Thursday, August 8, 2024 at 8:00 AM  
1619 Harrison Street; Oakland, CA 94612**

**AGENDA**  
**Regular Meeting (Affiliate Meeting)**  
**August 8, 2024, 8:00 AM**

**Zoom Information**

To participate via teleconference, please use the zoom link below.

**Join Zoom Meeting Online:** <https://oakha-org.zoom.us/j/83150704925?pwd=aaOBLKSKFQm8Av8OQa5nNTrhSvPC6X.1>

**Meeting ID (access code):** [831 5070 4925](#)      **Meeting Password:** [232019](#)  
Closed Caption – provided through the link.

To participate by Telephone: [1- 669 -219- 2599](#) ; [1 -213 -338 -8477](#); [1- 206 -337 -9723](#)

**Meeting ID (access code):** [831 5070 4925](#)      **Meeting Password:** [232019](#)

**1. Roll Call**

*(AB 2449 Compliance) The Chair/Clerk of the Board will confirm that there are two (2) Directors in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Director who is accessing the meeting remotely must disclose verbally whether they are requesting to meet remotely under AB2449 due to: (1) just cause (notice required), or (2) emergency circumstances. For "emergency circumstances" the request must be approved by a majority vote of the Board of Directors for the emergency circumstance to be used as a justification to participate remotely. All Directors meeting remotely must provide a general description of the circumstances relating to need to appear remotely at the given meeting. A Director must also publicly disclose at the meeting prior to any action whether any individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member's relationship with such individuals.*

**2. Approval of the Minutes**

2.1      24-1291      Approval of the minutes of the Oakland Affordable Housing Preservation Initiatives meeting on March 27, 2024

**Attachment(s)**  
[OAHPI Minutes For March 27, 2024 Meeting](#)

**3. Recognition of people wishing to address the Board**

*If you need special assistance to participate in the meetings of the Oakland Affordable Housing Preservation Initiatives Inc., Board of Directors, please contact [\(510\) 874-1510](#) (TDD: [800-618-4781](#)). Notification 48 hours prior to the meeting will enable the Oakland Affordable Housing Preservation Initiatives, Inc., Board of Directors to make reasonable arrangements to ensure accessibility.*

*All public comment on action items will be taken at the public comment portion of the meeting. You may comment via zoom by "raising your hand" or by submitting an e-mail to [publiccomments@oakha.org](mailto:publiccomments@oakha.org) or call using the zoom participant number. You may request to make a public comment by "raising your hand" through Zoom's video conference or phone feature, as described below. Requests will be received only during the designated times in which to receive such requests and only for eligible Agenda items. Public*

*comments will be subject to the appropriate time limit of three (3) minutes.*

*To comment by Zoom video conference, click the "Raise Your Hand" button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn,*

and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Instructions on how to “Raise Your Hand” is available at: <https://support.zoom.us/hc/en-us/articles/205566129> - Raise-Hand-In- Webinar.

To comment by phone, please call on one of the phone numbers listed below. You will be prompted to “Raise Your Hand” by pressing “\*9” to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Please unmute yourself by pressing \*6. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> - Joining-a-meeting-by phone.

#### 4. Old or Unfinished Business

#### 5. Modifications to the Agenda

(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists.

#### 6. New Business

6.1 24-1386 Appointment of RAMP Housing Inc., Directors

**Attachment(s)**

[Staff Report Appointment Of RAMP Directors](#)  
[RAMP Housing, Inc. Bylaws](#)

6.2 24-1292 Adopt a resolution authorizing the Executive Director to approve the Oakland Affordable Housing Preservation Initiatives FY 2024-2025 Operating Budget.

**Attachment(s)**

[Staff Report Fiscal Year Budget 2024-2025](#)  
[OAHPI FY25 Budget](#)  
[OAHPI FY 2025 Budget Resolution](#)

6.3 24-1279 Presentation and Acceptance of the Oakland Affordable Housing Preservation Initiatives, Inc. (OAHPI) Independent Auditors Report as of June 2023.

**Attachment(s)**

[Staff Report OAHPI Audit](#)  
[FY2023 OAHPI Independent Audit Presentation](#)

6.4 24-1296 Adopt a resolution authorizing the Executive Director to write off Vacated Tenant Account Receivables Deemed Uncollectible for Oakland Affordable Housing Preservation Initiatives (OAHPI) Rental Units in an amount not to exceed \$1,340,370.78, for the period of September 1, 2023, through June 30, 2024.

**Attachment(s)**

[Staff Report Write Off Vacant Tenant Account Receivables](#)  
[OAHPI Board of Directors Write Off Detail August 8, 2024](#)

[OAHPI Vacated Tenant Balance Write off Resolution August 8 2024](#)

- 6.5 24-1395 Adopt a resolution authorizing the Executive Director to execute a contract with Fastenal Company, utilizing the OMNIA contract award for the purchase of repair and maintenance, operations (MRO) supplies, and related services for the completion of work orders, vacancy turnover and the interior rehabilitation of vacant and occupied units, in an amount not to exceed \$750,000, for a term not to exceed June 30, 2025.

**Attachment(s)**

[Staff Report Fastenal](#)

[Fastenal Flyer](#)

[CCGS Review Memo Fastenal](#)

[Fastenal Contract Resolution](#)

- 6.6 24-1281 Adopt a resolution authorizing the Executive Director to execute a contract between Oakland Affordable Housing Preservation Initiatives (OAHPI) and ALCAL Specialty Contracting, Inc. to provide roof replacement services at eleven OAHPI properties, for a total contract amount not to exceed \$555,159.

**Attachment(s)**

[Staff Report ALCal Specialty Contracting](#)

[RFP 23-023 CCGS Review Memo](#)

[ALCal Speciality Contracting Inc. Resolution](#)

- 6.7 24-1392 Adopt a resolution authorizing the Executive Director to execute a two-year contract, with up to three (3) one-year option terms with Economy Lumber Company, a California corporation, utilizing the Oakland Housing Authority's contract award for Request for Proposals (RFP) #24-012, for the purchase of Lumber and Lumber Related Accessories for capital projects and the interior rehabilitation of vacant and occupied units in an amount not-to-exceed \$3,000,000 for the initial two-year term not to exceed July 22, 2026, and \$1,500,000 per year for each one-year option term for a total not to exceed contract amount of \$7,500,000, for a term not to exceed July 21, 2029.

**Attachment(s)**

[Staff Report Economy Lumber](#)

[CCGS Review Memo Economy Lumber](#)

[Economy Lumber Resolution](#)

- 6.8 24-1393 Adopt a resolution authorizing the Executive Director to execute a two-year contract, with up to three (3) one-year option terms with JCW International Trading, Inc., utilizing the Oakland Housing Authority's contract award for Invitation for Bid (IFB) #24-011, for the purchase of Cabinets and Countertops with Sinks and Bathroom Vanity Tops (optional shower surround panels) for vacancy turnover and the interior rehabilitation of vacant and occupied units in an amount not-to-exceed \$2,000,000 for the initial two-year term not to exceed July 22,

2026, and \$1,000,000 for each one-year option term, for a total not to exceed contract amount of \$5,000,000, for a total contract term not to exceed July 21, 2029.

**Attachment(s)**

[Staff Report JCW International Trading](#)  
[CCGS Review Memo JCW](#)  
[JCW Contract Resolution](#)

- 6.9 24-1289 Adopt of a resolution authorizing the Executive Director to amend the architecture and engineering services contract with Saida + Sullivan Design Partners (SSDP) for the rehabilitation of Harrison Tower to increase the contract amount from \$2,284,795.50, by \$468,200 to \$2,752,995.50, and authorizing the Executive Director to further modify the contract scope and/or increase the contract amount by up to 20%, if needed, for a not-to-exceed amount of \$3,303,594.

**Attachment(s)**

[Staff Report Saida Sullivan](#)  
[SSDP10 Contract Summary 6-4-24\\_Final](#)  
[Saida Sullivan Resolutions - #19-006, #20-009 and #22-016](#)  
[Saida Sullivan Fifth Contract Amendment Resolution](#)

- 6.10 24-1397 Adopt a resolution ratifying and approving payment of invoices for the Center for Employment Opportunities (CEO Works) for illegal dumping removal and grounds cleaning services for OAHPI properties in an amount not to exceed \$216,420 for the term of May 1, 2024 through September 30, 2024.

**Attachment(s)**

[Staff Report CEO Works](#)  
[OAHPI Resolution 24-007\\_CEO\\_Works\\_Illegal\\_Dumping\\_Removal.pdf](#)  
[Resolution 24-005\\_CEO\\_Works\\_Illegal\\_Dumping\\_Removal\\_Services.pdf](#)  
[CEO Works Illegal Dumping Removal Services Invoice Payment Resolution.docx](#)

- 6.11 24-1293 Oakland Affordable Housing Preservation Initiatives, Inc. (OAHPI) Waitlist Information.

**Attachment(s)**

[Staff Report Waitlist](#)

- 6.12 24-1278 Informational presentation on Potential Wi-Fi Project for Oakland Housing Authority Oakland Affordable Housing Preservation Initiatives (OAHPI) residents.

**Attachment(s)**

[Staff Report Wi-Fi Project](#)

- 6.13 24-1398 Adopt a resolution authorizing the Executive Director to execute a contract with the Center for Employment Opportunities (CEO Works) to provide illegal dumping removal and grounds cleaning services for OAHPI properties in an amount not-to-exceed \$1,020,228 for an initial two-year term, and \$558,000 for each of the three one-year option terms, for a total contract amount not to exceed \$2,694,228.

**Attachment(s)**

[Staff Report - CEO Works Illegal Dumping Removal](#)

[CCGS Memo CEO Works](#)

[CEO\\_Works\\_Resolution.docx](#)

**7. Consent Agenda**

*Items on the Consent Agenda are considered routine and do not require separate discussion. If a Board Member wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Board of Directors without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.*

**8. Written Communications Departments' Monthly Report**

**9. Executive Director's report regarding matters of special interest to the Board of Directors occurring since the last meeting of the Board**

**10. Announcements by Board of Directors**

**11. Adjournment**

*Patricia Wells*