Touchstone
PROPERTY SERVICES

CMHA Boardroom
1635 Western Avenue
Cincinnati, Ohio 45214

TOUCHSTONE PROPERTY SERVICES, INC.

MEETING AGENDA

BOARD OF COMMISSIONERS **Cincinnati, OHIO** **Tuesday, August 19, 2025**

6:00 P.M.

I. AGENDA SCHEDULE

1. **Call Meeting to Order**
2. **Roll Call**
3. **Approval of Minutes**
4. **Discussion of Secretary Recommendations**
5. **Adjourn**

II. ROLL CALL

III. APPROVAL OF MINUTES

1. **Board Meeting – June 24, 2025**

(Enclosure #1) (Roll Call)

IV. DISCUSSION OF SECRETARY RECOMMENDATIONS

1. **Resolution #382 – Resolution Approving the Financial Report for the Months of June 2025 and July 2025 with Collection Losses**

(Enclosure #2) (Roll Call)

(Vernal Moore/Christy Stuckey/Michael Silbernagel/Cedric Oluoch)

2. **Resolution #383 – Resolution to Approve the Financial Statements for Hamilton County Affordable Housing, Springdale Senior Limited Partnership d/b/a Baldwin Grove, The Reserve on South Martin, Cary Crossing, West Union Square, Sutter View, Evanston, Pinecrest, Park Eden Apartments, Marianna Terrace, Horizon Hills, Bennett Point, Riverview San Marco, Beechwood, Marquette Manor, City West Retail and Touchstone Property Services for the Six Months Ending June 30, 2025 for Calendar Year 2025**

(Enclosure #3) (Cedric Oluoch) (Roll Call)

3. **<u>Resolution #384</u> – Resolution Providing Authorization to Proceed with the Request for Proposals and Solicitations for General Goods and Services from Outside Vendors**

    1. SOL TP25-1029 Snow Removal
    2. SOL TP25-1031 Preventative Maintenance Plan

    (Enclosure #4) (Marco Benavides) (Roll Call)

    (Vernal Moore/Christy Stuckey/Michael Silbernagel)

4. **<u>Resolution #385</u> – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Sign the Second One-Year Contract Extension Option for Contract TP23-1009; HVAC Maintenance and Repair Services with Blau Mechanical, Inc.; Dawson Heating & Air Conditioning, LLC; Prestige Home Improvement & Roofing, LLC; and Triton Services, Inc. in a Not-to-Exceed Amount of $500,000 Annually Per the Pool of Contractors ($75,000 for the Remaining Calendar Year 2025) and the Remaining $425,000 for Calendar Year 2026 or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

    (Enclosure #5) (Marco Benavides) (Roll Call)

    (Vernal Moore/Christy Stuckey/Michael Silbernagel)

5. **<u>Resolution #386</u> – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP25-1001; Roofing and Chimney Services with Prestige Home Improvement & Roofing, LLC; DST Homes LLC; and Discount Services LLC in a Not-to-Exceed amount of $75,000 Annually Per the Pool of Contractors ($75,000 for the Remaining Calendar Year 2025) and the Remaining $0 for Calendar Year 2026 or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

    (Enclosure #6) (Marco Benavides) (Roll Call)

    (Vernal Moore/Christy Stuckey/Michael Silbernagel)

6. **<u>Resolution #387</u> – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP25-1016; Supplemental Locksmith Services with Brownstone Development LLC; Diamond Professional Contractors, LLC; and DST Homes LLC in a Not-to-Exceed Amount of $90,000 Annually Per the Pool of Contractors ($45,000 for the Remaining Calendar Year 2025) and the Remaining $45,000 for Calendar Year 2026 or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

    (Enclosure #7) (Marco Benavides) (Roll Call)

    (Vernal Moore/Christy Stuckey/Michael Silbernagel)

7. **<u>Resolution #388</u> – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP25-1023; Supplemental Vacancy Prep Services with Trustus Transportation, LLC d/b/a Trustus Maintenance & Janitorial; Diamond Professional Contractors, LLC; DCJ Janitorial LLC; Colossal Janitorial; Affordable Quality Home Renovations; Nailed It Cleaning Service; Howard Edwards Contractors, LLC; A-Z Lawn Care & Property Management; Pleazant Contracting Services LLC; and DST Homes LLC in a Not-to-Exceed Amount of $150,000 Annually Per the Pool of Contractors ($150,000 for the Remaining Calendar Year 2025) and the Remaining $0 for Calendar Year 2026 or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

   (Enclosure #8) (Marco Benavides) (Roll Call)

   (Vernal Moore/Christy Stuckey/Michael Silbernagel)

8. **<u>Resolution #389</u> – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP25-1024; Commercial Real Estate Agent Services with Republic Commercial Real Estate in a Not-to-Exceed Amount of $125,000 Annually ($50,000 for the Remaining Calendar Year 2025) and the Remaining $75,000 for Calendar Year 2026 or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

   (Enclosure #9) (Marco Benavides) (Roll Call)

   (Vernal Moore/Christy Stuckey/Michael Silbernagel)

9. **<u>Resolution #390</u> – Resolution Authorizing the Chief Executive Officer of Touchstone Property Services to Negotiate and Enter Into Contracts for Solicitation TP25-1026; Compliance and Training Services with Afiya Home Solutions, Inc.; and Imkore Solutions LLC in a Not-to-Exceed Amount of $45,000 Annually Per the Pool of Contractors ($30,000 for the Remaining Calendar Year 2025) and the Remaining $15,000 for Calendar Year 2026 or the Board Approved Budget for a Maximum 5-Year Contract, Funded by Operating Funds**

   (Enclosure #10) (Marco Benavides) (Roll Call)

   (Vernal Moore/Christy Stuckey/Michael Silbernagel)

During June and July 2025 of calendar year 2025, TPS entered into nine (9) non-construction contracts with not-to-exceed maximum amounts below $100,000. Appropriate Procurement processes are adhered to for all purchases.

(Enclosure #11) (Marco Benavides)

V. ADJOURN

TOUCHSTONE PROPERTY SERVICES, INC. Board

Cincinnati Metropolitan Housing Authority
Board of Housing Commissioners

Mr. William Myles, Chair
Ms. Mayme L. Mitchell, Vice-Chair
Mr. Thomas J. Weidman
Ms. Teri Spears
Ms. Bernadette Watson
Mr. Edward R. O'Donnell
Ms. Lann B. Field