



MEXICO HOUSING AUTHORITY



PO Box 484 – 828 Garfield Avenue – Mexico, Missouri 65265 Phone: (573) 581-2294 – Fax: (573) 581-6636 –
www.mexicoha.com

Board of Commissioners
Housing Authority of the City of Mexico, Missouri

AGENDA Regular MEETING

at

Garfield Community Center,
828 Garfield Avenue, Mexico, MO 65265

Scheduled for
Tuesday, June 15, 2021, at 2:00pm

1. **Call to order** by Chairperson
2. **Roll Call** by Tammy Dreyer, Executive Director.
3. **Adoption of Agenda.**
4. **Comments from the Public** (limit 3 minutes per person).
5. **Approval of Regular Meeting Minutes.**

Approval of Board Meeting minutes from April 20, 2021.
6. **Executive Director's Report:**
 - a. Financials (not available yet)
 - b. S8/PH Report (will be given verbal)
 - c. S8/PH Waitlist
 - d. Contract/Capital Fund/Modernization Projects
 - e. Maintenance Reports
7. **Unfinished Business.**
8. **New Business.**

Resolution 2949 Senior Center Lease 2021
Resolution 2950 Final Acceptance Cares Act Funds for PH
9. **Other Business.**

Motion for approval of Admin Concrete Contract to use reserve funds

10. Adjournment.

A complete agenda packet is available for review at the MHA office during regular business hours and posted on the MHA website at: www.mexicoha.com

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact MHA at (573) 581-2294 press 3 and leave a message, at least one working day prior to the meeting.

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF MEXICO
HELD ON April 20, 2021

The Board of Commissioners of the Housing Authority of the City of Mexico convened in an Open Meeting on Tuesday, April 20, 2021 at 2:00 PM at Garfield Community Center. Commissioner Rita Jackson presided.

1. **Call to order:** The Board of Commissioners of the Housing Authority of the City of Mexico, Missouri (MHA) met in open session on April 20, 2021. Commissioner R Jackson called the meeting to order at 2:01pm.
2. **Roll Call** by Executive Director Tammy Dreyer:

The following Commissioners were present:

Commissioner Tad Dobyns
Commissioner Rita Jackson
Commissioner Martin Keller
Commissioner Sandy Lecoque

Commissioners excused:

Others present:

Executive Director/Secretary	Tammy Dreyer
Finance Manager	Dawn Mahaney

3. Adoption of Agenda

R Jackson requested a motion to adopt the Agenda. Commissioner T Dobyns made a motion and M Keller second. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

Yes:	M Keller, S Lecoque, T Dobyns
No:	None
Absent:	None

4. Comments from the public:

None

5. Approval of Meeting Minutes

R Jackson requested a motion to approve Special Meeting Minutes for March 24, 2021. Commissioner M Keller made a motion and S Lecoque second. All commissioners present voted “aye” and Commissioner R Jackson declared the motion approved.

6. Executive Director’s Report

T Dreyer stated we do not have reports back from our fee accountant due to year end GAAP. T Dreyer stated that we are still 100 percent occupied in PH and have released vouchers in the S8 program. Our waitlist is small but that is because of release and occupancy turn over in both programs are high. T Dreyer we just came out of a preventative maintenance month with another to look forward to in May.

R Jackson requested a motion to accept the Executive Director Report. Commissioner T Dobyms made a motion and S Lecoque second. All commissioners present voted “aye”, and Commissioner D Harrington declared the motion approved.

Yes: T Dobyms, M Keller, S Lecoque
No: None
Absent: None

7. Unfinished Business

None

8. New Business

Appointment of Chair and Vice Chair.

Chair nomination is R Jackson
M Keller made motion and S Lecoque second. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

Yes: T Dobyms, S Lecoque, M Keller
No: None
Absent: None

Vice Chair nomination is T Dobyms
M Keller made motion and S Lecoque second. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

Yes: T Dobyms, S Lecoque, M Keller
No: None
Absent: None

MHA requested to upgrade the Carry All electric care and the Board approved the 710 model.

R Jackson requested a motion to accept the trade in of the CarryAll. Commissioner M Keller made a motion and S Lecoque second. All commissioners present voted “aye”, and Commissioner R Jackson declared the motion approved.

Yes: T Dobyys, M Keller, S Lecoque
No: None
Absent: None

T Dreyer asked if there was a bad time that the BOC would not be available to meet by phone with software company and R Jackson was the only one and said anytime other than Monday mornings. T Dreyer will get scheduled and send out date and time.

9. Other Business:

T Dobyys wanted to disclose that he is on the Senior Center Board, it was noted that this could be a conflict of interest.

10. Adjournment of Open Meeting:

Commissioner R Jackson requested a motion to adjourn the Open meeting on April 20, 2021, Commissioner M Keller made a motion and Commissioner S Lecoque seconded. The open session meeting was adjourned at 2:40pm

ATTEST:

Rita Jackson Board Chair

Tammy Dreyer, Executive Director

Certification of Public Notice

I, Tammy Dreyer, Executive Director and Secretary of the Board, of Housing Authority of the City of Mexico, Missouri, do hereby certify that on April 15, 2021, I posted public notice of the April 20, 2021 Board of Commissioners meeting and made available to the public by request at the MHA office during regular business hours and on the MHA website at www.mexicoha.com, copies of the Agenda and Board Packet for review.

Tammy Dreyer

B - Section 8 Mexico
Housing Authority of the City of Mexico
Section 8

Effective Date : 6/7/2021

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	No BR	TOTAL
Elderly	0	3	0	0	0	0	0	0	3
Near Elderly	0	0	0	0	0	0	0	0	0
Handi/Disabled	1	5	0	2	0	0	0	0	8
Single Fed Disp	0	0	0	0	0	0	0	0	0
Family	1	7	11	4	1	0	0	0	24
Hispanic	0	0	0	0	0	0	0	0	0
White	1	6	4	1	0	0	0	0	12
Black	1	7	4	4	1	0	0	0	17
Indian/Alaskan	0	0	1	0	0	0	0	0	1
Asian	0	0	0	0	0	0	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Mixed	0	0	2	1	0	0	0	0	3
Other	0	0	0	0	0	0	0	0	0

Income Limit Breakdown

High:	1
Low:	1
Very Low:	6
ExtLow:	25

A - Low Rent Waiting List
Housing Authority of the City of Mexico
Bedroom Size: ALL

Effective Date : 6/7/2021

Income Limit Breakdown

High:	1
Low:	2
Very Low:	5
ExtLow:	55

Waiting List Recap by Bedroom Size

Size	0BR	1BR	2BR	3BR	4BR	5BR	6+BR	No BR	TOTAL
Elderly	0	2	0	0	0	0	0	0	2
Near Elderly	0	0	0	0	0	0	0	0	0
Handi/Disabled	0	15	0	0	0	0	0	0	15
Single Fed Disp	0	0	0	0	0	0	0	0	0
Family	0	32	7	3	4	0	0	0	46
Hispanic	0	0	0	0	0	0	0	0	0
White	0	35	4	0	3	0	0	0	42
Black	0	13	1	3	1	0	0	0	18
Indian/Alaskan	0	0	1	0	0	0	0	0	1
Asian	0	0	0	0	0	0	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Mixed	0	0	1	0	0	0	0	0	1
Other	0	1	0	0	0	0	0	0	1



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CONTRACTING/CAPITAL FUND/ PROPERTY UPDATES

May 2021

Current CFP Contracts

1. **2020-09 Roofs** replacement/repair on (7) buildings, located on TLB, Garfield & Calhoun. This work is being completed due to roofs sagging/bulging which will be points on next REAC Inspection. Following MHA Procurement Policy Resolution, NO 2910 adopted 4/16/2019 5.4 Competitive Proposal method was used, two bidders responded. The bid opening was 9/8/2020 at Mexico Housing Authority office at 10:00 am. The lowest responsible bidder was Robinett Construction with a bid of \$40,949.00.
2. **2020-15 Replacement of siding, gutter, soffit, fascia and down spouts** on MHA office and community center including the breeze way. This work is being completed due to damaged siding, gutters, and soffit which will be points on next REAC inspection. Following MHA Procurement Policy Resolution, NO 2910 adopted 4/16/2019 5.4 Competitive Proposal method was used, three bidders responded the bid opening was 3/2/2021 at Mexico Housing Authority office at 10:00 am. The lowest responsible bidder was Anchor Contractors with a bid of \$78,700.00.
3. **2020-17 Exterior painting** of (20) buildings located on Boulevard, Hassen, Union, Calhoun. This includes the replacement of damaged/rotten siding, window seals, and brick mold. This work is being completed to address deteriorating wood, mortar and peeling paint issues noted on MHA last REAC Inspection. Following MHA Procurement Policy Resolution, NO 2910 adopted 4/16/2019 5.4 Competitive Proposal was used, two bidders responded. The bid opening was 3/16/2021 at Mexico Housing Authority office at 10:00 am. The lowest responsible bidder was Brick City, Painting and Drywall with a bid of \$103,000.00.
4. **2021-01 Emergency Bath Restoration @ 932 Liberty.** This work is being completed due to the tub being cracked and causing floor and wall damage. Following MHA Emergency Procurement Policy Resolution, NO 2910 adopted 4/16/2019 5.4 Emergency procurement method was used, one bidder responded. The lowest responsive, responsible bidder was Robinett Construction with a bid of \$4,452.00.
5. **2021-02 Concrete replacement @ Garfield and Seminary.** This is work is being completed due to deficiencies found on our last REAC Inspection. Following MHA Procurement Policy Resolution, NO 2910 adopted 4/16/2019 5.4 Competitive Proposal was used, two bidders responded. The bid opening was 4/20//2021 at Mexico Housing Authority office at 10:00 am. The lowest responsible bidder was Robinett Construction with a bid of \$126,262.00.

6. **2021-03 Concrete Replacement @ 828 Garfield.** This work is being completed due to deficiencies found on our last REAC Inspection. Following MHA Procurement Policy Resolution, NO 2910 adopted 4/16/2019 5.4 Competitive Proposal was used, two bidders responded. The bid opening was 5/4/2021 at Mexico Housing Authority office at 10:00 am. The lowest responsible bidder was Robinett Construction with a bid of \$154,750.00.
7. **2021-06 Emergency Bath Restoration @ 1002 A Hassen.** This work is being completed due to the tub being cracked and causing floor and wall damage. Following MHA Emergency Procurement Policy Resolution, NO 2910 adopted 4/16/2019 5.4 Emergency procurement method was used, one bidder responded. The lowest responsive, responsible bidder was Robinett Construction with a bid of \$3,034.00

On Going Modernization Projects

1. We have replaced 145 countertops; we are getting closer to having this project completed
2. Continuing the upgrades on the light fixtures, vanities, faucets, and doorknobs.
3. We are modernizing kitchens by replacing lights above the kitchen sink and upgrading faucets.
4. Replacing flooring as needed upon make ready to vinyl planking (1-2bdrm)
5. Replacement of screen doors
6. Removal of trees as needed
7. Replacement of water heater to electric

Proposed/Upcoming Capital Fund Projects (posted on MHA website)

1. Continued Concrete Replacement
2. 2021-04 Resurfacing of Senior Center parking lot is out for bid.
3. 2021-07 Insurance restoration at 1103 Buchanan is out for bid

Completed Contracting

Housing Authority of the City of Mexico
 Monthly Report for Housing Authority Board
 5/1/2021 TO 5/31/2021

WORK ORDERS

Received	Processed
128	124

Routine Work Received	Avg. Completion Time Routine
99	31.615 Hrs.

Emergency Work Received	Avg. Completion Time Emergency
1	87.067 Hrs.

All Other Work Received	Avg. Completion Time Other
28	54.655 Hrs.

PRODUCTION

Routine work orders with completion time over 24 hours:	24
Emergency work orders with completion time over 24 hours:	1

Work Orders called in this month/Outstanding 1st day of next month: 4

W/O #	Work Order Date	
141658	05/25/2021	- window
141672	05/27/2021	- metal lead
141675	05/28/2021	→ closed
141679	05/28/2021	

Work orders completed from prior months: 3

W/O #	Work Order Date	Completion Date
141526	04/26/2021	05/03/2021
141537	04/27/2021	05/03/2021
141544	04/28/2021	05/17/2021

Work orders still outstanding from prior months: 0

(** = Emergency Work Orders over 24 hours old.)

Report Criteria

PHA:

Project:

Starting Date: 5/1/2021

Ending Date: 5/31/2021

Staff Generated Work Orders: False



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BOARD RESOLUTION

RESOLUTION NO. 2949 RESOLUTION APPROVING SENIOR CENTER LEASE

WHEREAS, the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) receives funds for the administration and management of public housing program through the Operating Fund, and

WHEREAS, the Senior Center lease agreement renewal is due for annual update to reflect the needs of the Mexico Housing Authority, and

WHEREAS, the rental amount should not be set so high as to create a burden but to be set to offset the cost of housing the organization so that it does not put an undue burden on the Housing Authority's operating budget, and

NOW, THEREFORE BE IT RESOLVED that at a regular Board Meeting of the Board of Commissioners duly called and held on the 15th day of June 2021, that the Board of Commissioners of the Housing Authority of the City of Mexico hereby approves the Senior Center Lease agreement.

Passed this 15th day of June 2021

Rita Jackson, Chairperson

Tammy Dreyer, Board Secretary
Executive Director, Mexico Housing Authority

MEXICO HOUSING AUTHORITY

828 GARFIELD AVENUE

MEXICO, MISSOURI 65265

LEASE OF REAL ESTATE

THIS LEASE (the "Lease") is made and entered into this First day of July, 2021, by and between Housing Authority of The City of Mexico, Missouri (hereinafter referred to as "Lessor"), and Central Missouri Agency on Aging and/or Mexico Senior Center, Inc., a Missouri non-profit corporation (hereinafter referred to as "Lessee").

In consideration of the mutual covenants contained herein the Parties agree as follows:

1. PREMISES: Lessor leases to Lessee and Lessee leases from Lessor, premises located at 606 Park Street, Mexico, 65265, Audrain County, Missouri.

2. TERM: The term of this Lease shall be for one year, beginning on the **1st** day of **July, 2021**, and terminating on the **30th** day of **June, 2022**, this lease can be null and void by a thirty (30) day notice by either party at any time by written notice.

3. RENT: The total annual base rent under this Lease shall be \$_____ payable in equal monthly installments of \$_____ per month in advance on the first (1st) day of each calendar month during the term of this Lease. All payments shall be mailed to the Housing Authority of the City of Mexico, Missouri, P.O. Box 484, Mexico, Missouri 65265 or hand delivered to the Lessor's office at 828 Garfield Ave, Mexico, MO 65265.

4. USE OF PREMISES: The premises are to be used solely for the purposes of Mexico Senior Center, Inc. business. Lessee shall restrict its use to such purposes and shall not use or permit the use of premises for any other purpose without the advance written consent of Lessor. Lessee shall not allow any waste or nuisance on the premises or use or allow the premises to be used for any unlawful purpose. Lessee agrees the Lessee will keep the premises free from any debris, trash, filth, and will not do anything to create a danger or fire or cause an increase in insurance rates or to cause a cancellation of insurance. Plumbing fixtures shall be used for the purposes intended only, and cloth, grease, cardboard or any other materials not designed for disposal in this manner shall not be placed in and disposed of in any plumbing fixture. Lessee shall comply with all municipal ordinances, and the building and safety codes and health regulations of the City of Mexico.

5. ASSIGNMENT, SUBLEASE OR LICENSE: Lessee shall not assign or sublease the premises or any portion thereof, or allow any other persons or businesses to occupy the premises without first obtaining the written consent of the Lessor, which consent may be withheld in the sole and absolute discretion of Lessor. Any unauthorized assignment, subleases or license to occupy by Lessee shall void and terminate this Lease at the option of Lessor. The rights and interest of Lessee in this Lease are not assignable without written consent of Lessor.

6. ENTRY ON PREMISES BY LESSOR: Lessor, its officers, agents, directors, and employees, reserve the right to enter on the premises at reasonable times to inspect the premises, to perform any required maintenance, to make alterations or additions deemed necessary by Lessor, to show the premises to prospective tenants or for other reasonable purposes and Lessee shall permit Lessor to do so at any time.

7. CONDITION OF PREMISES: Lessee has examined the premises and finds them to be in a safe and habitable condition; in good order and repair. Lessor makes no express warranties as to the condition of the rental premises.

8. UTILITIES: Lessee shall arrange for and bear the cost of all utility services furnished to the premises during the lease term. Lessee shall be responsible for replacing any lighting materials as needed.

9. INSURANCE: Lessee shall obtain and maintain in force a public liability insurance policy covering the demised premises during the term of the lease. The policy shall also protect Lessor against liability for injury or death of persons or loss or damage to property occurring on or about the demised premises, and Lessor shall be named as an additional insured on any public liability insurance policy obtained pursuant to this paragraph of this Lease. Such insurance policy shall contain a clause stating that the insurer will not cancel or change the insurance without first giving Lessor thirty (30) days prior written notice. Lessee shall be responsible for insuring Lessee's own personal property on the premises and will provide Lessor with a copy of Lessee's policy covering Lessee's personal property. Mexico Housing Authority should also be listed as an additional named insured on the personal property policy to protect the Lessor in case someone gets injured on Lessee's personal property. Any public liability policy obtained by Lessee pursuant to this paragraph of this Lease shall provide for insurance in an amount no less than One Million Dollars (\$1,000,000) in respect to any one occurrence, and not less than Two Million Dollars (\$2,000,000) in the aggregate. Lessee shall provide Lessor with a copy of such policy and shall confirm its continued existence in full force and effect upon request by Lessor. Failure of Lessee to comply with the terms of this paragraph of this Lease shall be deemed a material breach of this Lease. Lessee shall provide a policy endorsement showing Lessor as an additional insured under Lessee's policies, as required in this paragraph.

10. ALTERATIONS AND MODIFICATIONS: Lessee shall not make any alterations or modifications to the premises without the prior written approval of Lessor, which consent may be withheld in Lessor's sole and absolute discretion. Any alterations or modifications formally approved by Lessor shall become part of the demised premises and title thereto shall vest in Lessor.

11. SURRENDER OF PREMISES: Lessee shall on the last day of the term, or on earlier termination of the Lease, quietly surrender and deliver the demised premises to Lessor in good condition and repair, ordinary wear excepted.

12. MAINTENANCE AND REPAIRS: Lessee shall be responsible for maintaining the yard and grounds, including grass cutting, weed control, snow and ice removal. Lessee shall be responsible for any painting which is required on the interior of the building.

Lessee shall promptly remove ice and snow as necessary and as required by local ordinance.

Lessor shall be responsible for normal routine maintenance on heating, cooling systems, electrical and plumbing systems, and the painting and upkeep of the exterior of the building, and basic upkeep of the driveway.

13. DESTRUCTION OF PREMISES: In the event of a destruction of the premises during the term of the Lease from any cause this Lease shall terminate. In the event of a partial destruction that does not render the premises unfit for occupancy, the premises may be restored by Lessor at Lessor's option and Lessee shall pay a reasonable rent during restoration for that portion fit for occupancy.

14. Hold HARMLESS: Lessor shall not be liable to Lessee or any of Lessee's guests, invitees, agents or employees for any loss, injury or damage to them or their persons or property while they are on said property. All persons and personal property in or on said property shall be at the sole risk and responsibility of Lessee. Lessee hereby expressly and without reservation agrees to save Lessor harmless in all such matters, unless such injury or damage is committed deliberately and with malice by the Lessor.

15. COSTS OF ENFORCEMENT: If the Lessee defaults in the performance of any obligations imposed on Lessee by this lease agreement, including, but not limited to, a default in the payment of any money or a refusal of the Lessee to vacate the premises, then Lessee covenants and agrees to pay the Lessor all costs and fees involved in correcting

the default and/or collecting the money including reasonable attorney's fees incurred by the Lessor, notwithstanding the fact that a suit has not yet been instituted, and if a suit is instituted, the Lessee shall also pay attorney's fees and court cost.

16. NO WAIVER: Failure of the Lessor to insist upon the strict performance of the terms, covenants, agreements and conditions herein contained, or any of them, shall not constitute or be construed as a waiver or relinquishment of the Lessor's right thereafter to enforce any such term, covenant, agreement, or condition, but the same shall continue in full force and effect. Further, acceptance of rental payments during any such breach shall not be construed as a waiver or relinquishment of any of Lessor's rights under this lease.

17. ABANDONMENT OF PERSONAL PROPERTY BY LESSEE: At the termination of this lease, Lessee shall remove all of Lessee's personal property from the premises and leave the premises in a "broom clean" condition. Any personal property of Lessee remaining on the real estate after the termination of this Lease shall be deemed abandoned and shall become the property of Lessor and if said property is disposed of by the Lessor, the Lessee will pay the cost of the trash hauling fees and removal.

18. NOTICE OF DEFECT: Lessee will give Lessor notice of any known defect, breakage, malfunction, or damage to or in the structure, equipment or fixtures in or on said premises. This covenant, however, does not obligate, and is not to be understood, interpreted, construed, or in any way to imply that Lessor is obligated or expected to repair or correct such defect breakage, malfunction, or damage except as already provided.

19. TRASH RECEPTACLES: Lessee shall provide appropriate receptacles for the collection, storage, and removal of garbage, rubbish and other waste and arrange for the prompt removal of same.

20. ESTOPPEL CERTIFICATES: Lessee agrees, within ten (10) days after written request by Lessor, to execute, acknowledge and deliver to and in favor of any proposed mortgagee or purchaser of the demised premises, an estoppel certificate, in the form customarily used by such proposed mortgagee or purchaser.

21. HAZARDOUS SUBSTANCES:

a. As used herein, "Hazardous Substances" shall mean any substance, material or waste that is regulated by any federal, state or local government, or quasi-governmental authority because of its toxicity, infectiousness, radioactivity, explosiveness, ignitability, corrosiveness or reactivity; and "Environmental Requirements" shall mean all legal requirements relating to industrial hygiene, protection of human health, hazard communication, employee right-to-know, environmental protection, or the use, handling, storage, disposal, control, transportation or emission of any Hazardous Substances.

b. Lessee shall not cause or knowingly permit any Hazardous Substances to be brought upon, generated, produced, kept or used in or about the premises by Lessee or any of Lessee's employees, agents, officers, directors, invitees, or licensees, without Lessor's written consent.

c. Lessee agrees to indemnify and hold Lessor its employees, agents, officers, directors, invitees, or Licensees harmless from and against any and all claims, liabilities, penalties, fines, judgments, forfeitures, losses (including without limitation, reasonable attorney's fees, consultant fees, expert fees, and costs), arising out of or in connection with Lessee's failure to comply with any and all Environmental Requirements in connection with any Hazardous Substances.

22. SIGNAGE: Lessee shall not erect any sign or signs on the exterior demised premises without the prior written consent of Lessor. All signs shall comply with applicable ordinances and determination of such requirements and compliance therewith shall be the responsibility of Lessee.

23. BINDING NATURE OF LEASE: This Lease is binding on all parties who lawfully succeed or take the place of the Lessor or Lessee.

24. WAIVER OF JURY TRIAL: Lessor and Lessee hereby waive trial by jury in any action, proceeding, or counterclaim brought by either of the parties hereto against the other one or in respect of any matter whatsoever arising out of or in any way connected with this lease, the relationship of Lessor and Lessee hereunder, Lessee's use or occupancy of the premises, and/or any claim of "injury or damage".

IN WITNESS WHEREOF, the parties have affixed their signatures hereto.

LESSOR: **HOUSING AUTHORITY OF THE CITY OF MEXICO, MISSOURI**

By: _____

Tammy Dreyer, Executive Director

Date: _____

LESSEE: **CENTRAL MISSOURI AGENCY ON AGING AND/OR MEXICO SENIOR CENTER, INC**

By: _____

Title _____

Attachment to Lease Agreement-Smoke Free Policy Addendum signature and date received

By _____ date _____



MEXICO HOUSING AUTHORITY



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Board Resolution 2950

RESOLUTION of Acceptance of the Final Cares Act Fund Expenditure 2020 Public Housing Program

WHEREAS, U.S. Department of Housing and Urban Development (HUD) has guidance and additional flexibility to states and units of local government who are utilizing their existing federal disaster recovery funds to support low- and moderate-income persons and vulnerable populations during the coronavirus outbreak. the Housing Authority of the City of Mexico (MHA) through the Department of Housing and Urban Development (HUD) received these funds, and

WHEREAS, HUD wants to support the need to take full advantage of the CARES Act funding and to facilitate use of these funds on a timely basis. Our primary goals continue to be providing access to safe, decent, and affordable housing for those who need it, while at the same time providing you the resources necessary to ensure that our employees remain safe, and

NOW, THEREFORE BE IT RESOLVED, that at a regular Board Meeting of the Board of Commissioners of the Mexico Housing Authority, duly called and at which a quorum was present, and by an affirmative and concurring vote of the majority of the Board, The Board of Commissioners accept the final expenditure of the Cares Act Fund Public Housing, 2020.

Passed on 15th day of June 2021.

Rita Jackson, Board Chair

Tammy Dreyer, Board Secretary
Executive Director Mexico Housing Authority

Public Housing June 2021

Item purchased

trailer

Rec'd from HUD \$117,448.00

Public Housing

Vendor

Balance Carry Over \$10,580.20

Amount

\$10,580.20

GL

Check #

Pulled from ELOCCS

6/17/2021

Check date

Balance \$10,580.20

Section 8

Vendor

Balance Carry Over

Amount

S8 GL

Check #

check date

Section 8

items purchased

Balance \$14,172.64

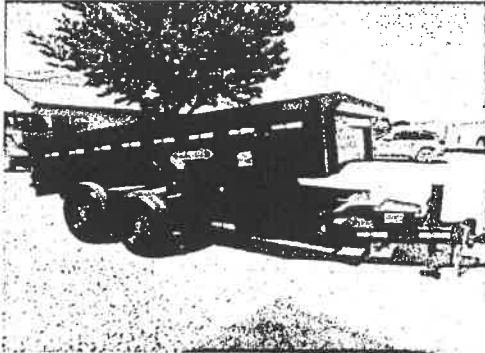
Columbia Store

Phone: (573) 814-7550

9151 I-70 Dr. NE

Columbia, MO 65202

Email: Maxwelltrailerscolumbia@socket.net


MAXWELL
TRAILERS & PICK UP ACCESSORIES
**2021 Maxwell DC LoPro Dump Trailer*****

Stock #: DC4864	Year: 2021	Manufacturer: Maxwell
Width: 84" or 7'	Length: 168" or 14'	Weight: 4600
GVWR: 14000	Payload: 9400	Color: BLACK
# Axles: 2	Axle Capacity: 7000	
URL: https://www.maxwelltrailers.com/all-inventory?stock=DC4864		

Price \$ 10,900.00

Description

New 2021 Maxwell DC LoPro 83"X 14' Heavy Duty 14,000 GVWR Dump Trailer. 6" I- Beam frame & Tongue, 5" channel crossmembers, 10 gauge floor with 3" channel crossmembers on 16" centers, 10 gauge 24" sides, rear combo spreader gate, 6' slide in rear ramps with lockable storage, 4 wheel electric brakes, scissor lift hoist, 2 5/16 adjustable ball coupler, Tarp system, LED lights, and fully powder coated. This trailer is the most Durable and Cost Efficient on the market! . see it at Maxwell's Columbia location 573-814-7550

Contractor Bid Packet

Project # 2021-03

Concrete Replacement

Mexico, MO 65265

Mexico Housing Authority

828 Garfield

Mexico, MO 65265

PH 573-581-2294 ext 242

Fax 573-581-6636

www.mexicoha.com

INVITATION FOR BID

Mexico Housing Authority
828 Garfield / Mexico, MO 65265
(573) 581-2294 Fax: 573-581-6636
tdreyer@mexicoha.com

WORK INCLUDES: Replacement of Sidewalks, Driveways, Contract # **2021-03**
Mexico Housing Authority—Replacement of Sidewalks, driveways

Pre-Proposal Conference: **Tuesday, April 20, 2021 @ 10:00 am** at Mexico Housing Authority Administration Building 828 Garfield, Mexico, MO 65265

PROPOSALS WILL BE RECEIVED UNTIL **Tuesday, May, 04 2021 @ 10:00 am.** Proposals received after this date and time will not be considered.

Proposals must be emailed to tdreyer@mexicoha.com or delivered to the above address Attn: Josh Hinten- Contract/Maintenance Manager or faxed to 573.581.6636 Attn: Josh Hinten-Contract/Maintenance Manager. The contract award will be made to the lowest responsible and responsive bidder whose bid meets the requirements of the invitation for bid.

The Proposal/Contract documents will be available at the Pre-Proposal Conference or can be obtained at the above address or on our website mexicoha.com. Proposals must be complete and prepared in accordance with the instructions in the bid packet.

The Proposal shall not include a Missouri Retailer's Use Tax. The Housing Authority will furnish a Tax Exemption Certificate for all materials and supplies.

Payroll shall meet minimum salary and wage rates as set forth in the bid package. The Contractor must insure that employees and applicants for employment are not discriminated against because of race, creed, color, sex or national origin. Attention is called to the provision for equal employment opportunity for businesses and low-income persons as provided in Section 3 of the Housing & Urban Development's Act of 1968.

The Housing Authority of City of Mexico, Missouri reserves the right to reject any and all bids, waive any informality in the bidding, and to negotiate with the awarded bidder. Changes in price and scope of work may be necessary to achieve financial feasibility.

All bidders are expected to examine the specifications, drawings, samples, all instructions, and the construction site. Failure to do so will be at the bidder's risk.

The Mexico Housing Authority is an equal opportunity employer. Reasonable accommodations shall be made for person with disabilities, and if you require a specific accommodation to fully utilize our programs and services, please contact the housing authority.

CONTACT Person: [Josh Hinten](#) - Contract/Maintenance Manager, (573) 581-2294 Ext. 242



MEXICO HOUSING AUTHORITY

PO Box 484 • 828 Garfield Avenue • Mexico, Missouri 65265 Phone: (573) 581 - 2294 • Fax: (573) 581-6636 • www.mexicoha.com

Scope of Work

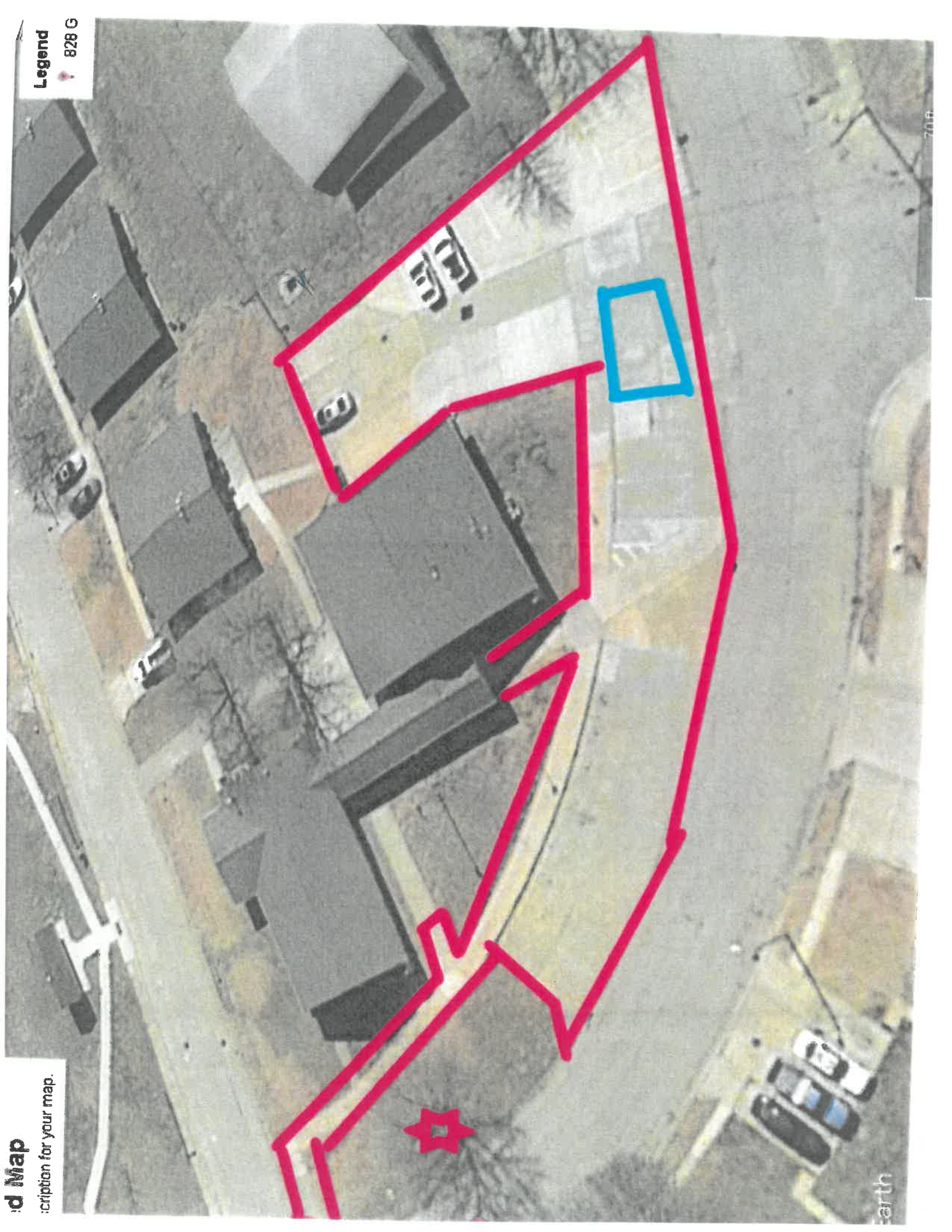
2021-03 Sidewalk, driveways/approach replacement

The following description of the work is meant to be a basic guide to the contractor in defining the general requirements of the work, and is not meant to be a complete specification to the work performed. The contractor is required to inspect the work sites, and become familiar with each site difficulties.

- The contractor shall obtain any permits and/or call dig rite as required, and all work shall meet or exceed all city, federal, and state codes. **NOTE:** once permit is obtained a copy shall be provided to MHA for their records.
- **The Bid meeting is April 20, 2021 at 10 AM**
- **The deadline for bid submission on this contract is May 04, 2021 at 10 AM**
- **Once the job site is ready to pour concrete the contractor shall coordinate with MHA and all efforts made to ensure concrete is set up enough so no one can damage/vandalize new concrete one contractor leaves job site.**
- **The contractor shall use contract number 2021-03 as the PO with any purchases related to this project and bring all receipts to MHA office within 48 hours of purchase.**
- The contractor shall ensure **ALL** the sidewalks be laid on compacted gravel bed, reinforced with ½” rebar 1 ft on center, with fiber mesh, 4” thick, 4’ wide, with stress relief cuts, broom finish and seal concrete following manufactures instructions.
- The contractor shall ensure **ALL** driveways/approaches be laid on compacted gravel bed, reinforced with ½” rebar 1 ft on center, with fiber mesh, 6” thick, with stress relief cuts, broom finish, and seal concrete following manufactures instructions.
- All driveways, approaches, and sidewalks are located at 828 Garfield.

- The contractor shall remove and replace all driveways, sidewalks, approaches, and MHA owned curbs, outlined by red lines on the attached diagram. The blue lined area on the diagram is not to be replaced (seek clarification if unsure) or if it becomes damaged.
- The contractor will be responsible for taking all measurements necessary to complete the job.
- Once complete the contractor shall complete any necessary dirt, seed, straw, clean up work, and striping parking spots/curbs ensuring finished professional project.
- The contractor is to supply all material necessary to complete the job, using quality materials and craftsmanship.
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- The contractor is to remove any debris associated within the demolition or replacement process.
- The contractor shall secure equipment, replaced concrete, and any associated debris with this contract is roped/safety taped off to ensure the safety of the residents.
- The contractor shall keep open line of communication with MHA, and if any questions arise, or unexpected delays occur. The contractor shall contact MHA immediately to seek guidance.
- Should any questions arise regarding the intent of any part of this section, the Contractor is advised to request clarification from the Mexico Housing Authority prior to submitting a bid proposal. Failure to include any work required for successful completion of the work shall not relieve the Contractor of his responsibility to performance under the contract.

The Mexico Housing Authority self certifies that they are compliant with, “The Davis-Bacon Act which requires the payment of prevailing wage rates (which are determined by the U.S. Department of Labor) to all laborers and mechanics on Federal government construction projects in excess of \$2,000.00. Construction includes alteration and/or repair, including painting and decorating, of public buildings or public works”



Mexico Housing Authority – Siding Installation
“2021-03”

Public Bid Opening Tabulation

Tuesday May 04, 2021 @ 10 am

This Public Bid Opening is being conducted as detailed within Section 6.9 of HUD Procurement Handbook 7460.8 REV2. Accordingly, during this public bid opening the H.A. will read only the name of each bidder, the dollar amount each bidder proposed, and the existence of the bid bond. A fully executed copy of this tabulation form will be available to the public at the conclusion of this public bid opening. No bids submitted will be made available for public inspection until after the H.A. has completed award (i.e. executed a contract with the successful bidder). Therefore, the following noted “apparent low bidder” is NOT to be considered the successful bidder until the H.A. announces such. The H.A. will, after this public bid opening, fully investigate bids for responsiveness and will conduct its due diligence to ensure that the eventual successful bidder is responsible. All bidders will be informed in writing by a post-bid opening notice if the following noted apparent low bidder (or any other bidder) is found to be non-responsive or not responsible.

*	Name of Bidder	Total Base Bid	Base Bid	Confirm Bid Bond
			Deductive Alternative #1	
	Anchor Contractors	154,750 ⁰⁰		Y
	Robinet Construction	223,076 ⁰⁰		Y

* Mark an "X" for the apparent low bidder.

SEALED BIDS OPENED BY:

Signature



Date

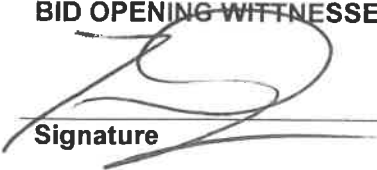
5/4/21

Printed Name

Josh Hinton

BID OPENING WITNESSED BY:

Signature



Date

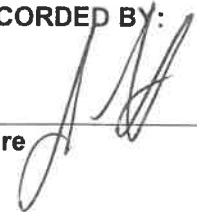
54-21

Printed Name

T Dreyer

BID RECORDED BY:

Signature



Date

5/4/21

Printed Name

Josh Hinton

HOUSING AUTHORITY OF THE CITY OF MEXICO

BID Meeting ROSTER

PROJECT NUMBER: 2021-03

PROJECT LOCATION: _____

PROJECT NAME: _____

DATE: April 20, 2021

	NAME OF FIRM	REPRESENTATIVE	TITLE	PHONE	FAX
1	<i>Rehine H Coast</i>	<i>John Shear</i>	<i>Manager</i>	<i>581-5521</i>	
2	<i>Anchor Contractors LLC</i>	<i>Peggy Hoffinger</i>	<i>Owner</i>	600-988-1234 <i>600-988-1234</i>	
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