



Chicago Housing Authority

Real Estate Operations Development Committee

Agenda

60 E Van Buren St
Chicago, IL 60605

Tuesday, July 29, 2025

8:40 AM

Albany Terrace Apartments
3030 W. 21st Place

Rescheduled Committee Meeting

I. Roll Call

II. Approval of Minutes

Approval of Minutes for Real Estate Operations Development Committee Meeting of May 27, 2025.

III. Resolutions

- 1** Authorization to list and sell a single vacant lot for housing development with the City of Chicago in the Douglas Community Area.
Presenter: Rishab Mehan, Deputy Chief Development
- 2** This Number not used.
- 3** Authorization to approve the FY2025 Admissions and Continued Occupancy Policy.
Presenter: Leonard Langston, Interim Chief Property Officer
- 4** Authorization to enter into an agreement for window and door security systems.
Presenter: Leonard Langston, Interim Chief Property Officer
- 9** Request to ratify an agreement for Professional Property Management Services.
Presenter: Leonard Langston, Interim Chief Property Officer
- 10** Authorization to award a contract for Property Management Services for Scattered Sites Region Four (SSR4).
Presenter: Leonard Langston, Interim Chief Property Officer

Public Participation

IV. Adjournment



Board Letter

Agenda Date: July 29, 2025

Agenda #: 1

Authorization to list and sell a single vacant lot for housing development with the City of Chicago in the Douglas Community Area.

Development Address	Community Area	Target Population
314 East 29 th Street	Douglas	N/A

Presenter: Rishab Mehan, Deputy Chief Development

Recommendation

The Interim Chief Executive Officer (“CEO”) of the Chicago Housing Authority (“CHA”) recommends that the CHA Board of Commissioners (“Board”) authorize the interim CEO or her designee to: 1) list the vacant lot at 314 East 29th Street for sale through the City of Chicago’s vacant land purchase portal, ChiBlockBuilder, 2) enter into a Purchase and Sale Agreement with the identified buyer at a fair market value, and 3) execute and deliver such other documents as may be necessary or appropriate to implement the foregoing.

Property Summary and Estimated Contract

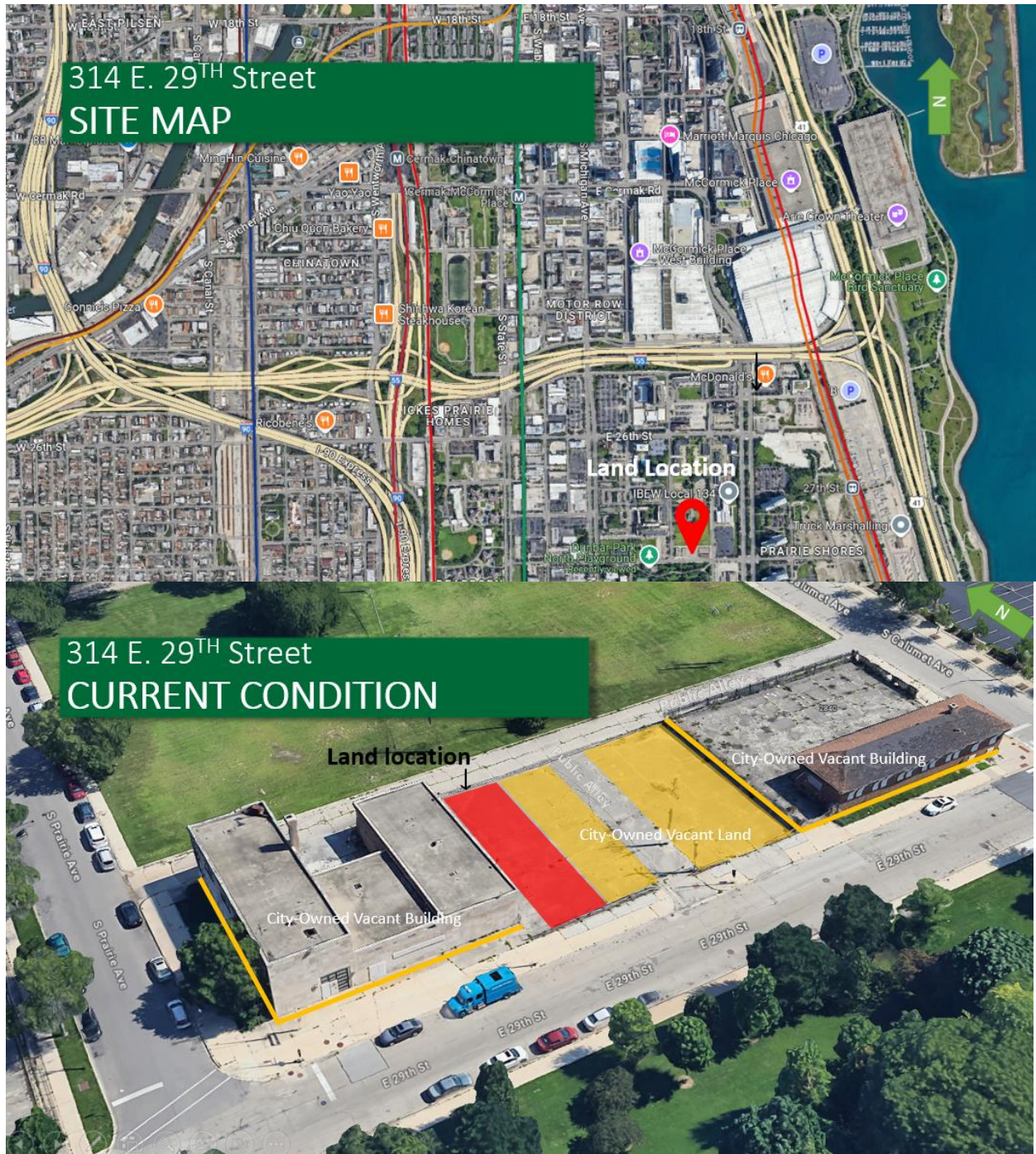
Property/Site	Acreage and Square Feet	Payment to CHA
Land at 314 East 29 TH Street	Approximately 2,500 square feet	\$75,000

The property is a vacant lot, located at East 29th Street and South Prairie Avenue in the Douglas Community area. It was acquired by the CHA from the City of Chicago in 1969 and has remained vacant for decades. This lot is a small section of a larger area that was previously used as a parking lot between two City-owned buildings (a police station and Ward building).

Funding

N/A

Property Profile



Background and Approach

In January 2025, the City of Chicago's Department of Planning and Development approached CHA to express interest in listing the CHA-owned lot with the City-owned vacant properties on either side for sale for future housing development.

Following CHA Board approval, the City plans to list the whole project site on the City of Chicago's ChiBlockBuilder platform, which is a publicly accessible, transparent portal providing information about City-owned vacant lots (www.chiblockbuilder.com). The platform is also used to list City-owned properties for sale for specific purposes such as housing development, urban agriculture, side yards, and open space.

CHA staff will have a role on the evaluation committee for the listing process. CHA has worked with the City of Chicago to ensure that affordable housing is included as a goal for any redevelopment proposals submitted for the project site.

The project site includes the approximately 2,500 square-foot CHA-owned lot and surrounding City-owned vacant lands and buildings, totaling approximately 0.86 acres (37,460 square feet).

The CHA-owned lot represents less than 6% of the project site and does not currently have an intended future use or purpose. By supporting a potential comprehensive redevelopment of the project site through a City-land sale, CHA has an opportunity to support new investment in the community.

Once a buyer is identified, CHA will execute a Purchase and Sale Agreement with the buyer for the transfer of the CHA-owned lot at fair market value. A separate closing process will take place between the City and the buyer for the City-owned properties.

The requested action complies in all material respects with all applicable federal, state, and local laws, and CHA policies. CHA staff have completed all necessary due diligence to support the submission of this initiative.

Respectfully Submitted:

Angela Hurlock
Interim Chief Executive Officer



Agenda #: 1

RESOLUTION NO. 2025-CHA-X

WHEREAS, The Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated July 29, 2025, entitled "Authorization to list and sell a single vacant lot for housing development with the City of Chicago in the Douglas Community Area".

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

- THAT,** the Interim Chief Executive Officer or her designee may list the vacant lot at 314 East 29th Street for sale through the City of Chicago's vacant land purchase portal, ChiBlockBuilder;
- THAT,** the Interim Chief Executive Officer or her designee may enter into a Purchase and Sale Agreement with the identified buyer at a fair market value; and
- THAT,** the Interim Chief Executive Officer or her designee may execute, deliver, and perform any documents necessary or appropriate to implement the foregoing.

Matthew Brewer
Interim Chairperson
Chicago Housing Authority



Board Letter

Agenda Date: July 29, 2025

Agenda #: 3

Authorization to approve the FY2025 Admissions and Continued Occupancy Policy.

Presenter: Leonard Langston, Interim Chief Property Officer

Recommendation

The Interim Chief Executive Officer recommends that the Board of Commissioners of the Chicago Housing Authority approve the FY2025 Admissions and Continued Occupancy Policy (ACOP).

The requested action complies in all material respects with applicable Chicago Housing Authority Board policies and applicable federal (HUD) regulations.

Background

Pursuant to HUD regulations, CHA is required to implement an ACOP to govern its Public Housing Program. The ACOP provides the required information on the rules that CHA will follow in the administration of the Public Housing Program. The FY2025 ACOP contains updated policy changes as needed to be consistent with HUD requirements and current practice

CHA held a 30-day public comment period from May 8, 2025, through June 6, 2025. Announcements for the public comment process appeared on CHA's website, in the Chicago Reader, and in the Chicago Sun-Times. CHA also distributed resident notices across CHA properties and sent an email notification to Public Housing participants. Below is a brief overview of the changes.

Changes to ACOP

Housing Opportunity Through Modernization Act of 2016 (HOTMA)

Per HUD guidance and Office of Public and Indian Housing (PIH) Notice 2024-19, Public Housing Agencies must update their ACOP to include HOTMA provisions by June 6, 2025. To achieve compliance with HOTMA regulations, the Public Housing Program has incorporated the following changes into the ACOP:

Section II.B Processing of Applications and Eligibility for Admission; Qualifying for Admission Eligibility

This section was revised to remove self-certification of Social Security Numbers.

Section II.G Processing of Applications and Eligibility for Admission; Admissions Screening Criteria & Section VI.B Re-Examinations of Income and Family Circumstances; Re-Examinations

For applicants at the time of screening for admission eligibility and residents at the time of re-examination for continued occupancy, policy language was revised regarding the asset limit of

\$100,000 and the prohibition of ownership of real property suitable for occupancy, with specified exceptions.

Section VI.A Re-Examination of Income and Family Circumstances; Eligibility for Continued Occupancy

This section was revised to clarify the list the acceptable forms of Social Security Number verification.

Section XI Determining Income and Rent

The section regarding the income from family assets self-certification limit of \$50,000 was revised. Additional revisions were included regarding assets, childcare expenses, attendant care expenses, medical expenses, and student financial assistance. The Determining Income and Rent section was also reformatted for clarity.

Chicago Fair Notice Ordinance

Section VII.E Interim Adjustments for Rent & Family Composition; Interim Adjustment Procedures

Policy language was added for CHA to provide a Notice of Possible Rent Increase a minimum of 120 days prior to the scheduled re-examination to further comply with the Chicago Fair Notice Ordinance. The Interim Adjustments section was also reformatted for clarity.

Eviction Prevention Policies

Section XIII.D Lease Termination; Eviction Prevention and Referrals to Social Services

Policy language was added to this section to encourage various steps that should be taken to prevent evictions, such as referrals to FamilyWorks and other support systems. The purpose of this language is to reduce the number of preventable evictions and reduce administrative and legal costs for pursuing evictions. This may increase participation in programs to help residents to be able to pay their rent or avoid lease violations. The language will not prevent evictions from occurring in cases where it is necessary, such as enforcement of criminal cases.

Respectfully Submitted:

Angela Hurlock
Interim Chief Executive Officer



Agenda #: 3

RESOLUTION NO. 2025-CHA-XX

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated July 29, 2025, entitled "Authorization to approve the FY2025 Admissions and Continued Occupancy Policy".

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Board of Commissioners hereby approves the FY2025 Admissions and Continued Occupancy Policy (ACOP) and grants authorization to the Interim Chief Executive Officer, or her designee, to make final updates, as deemed necessary;

THAT, this approval of the FY2025 Admissions and Continued Occupancy Policy (ACOP) supersedes any and all conflicting language found in prior CHA Admissions and Continued Occupancy Policy (ACOP).

Matthew Brewer
Interim Chairman
Chicago Housing Authority



Board Letter

Agenda Date: July 29, 2025

Agenda #: 4

Authorization to enter into an agreement for window and door security systems.

Presenter: Leonard Langston, Interim Chief Property Officer

Recommendation

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") approve the award of a contract to the below-listed contractor. The contract shall consist of a five-year term. The total not-to-exceed value of the contract shall be \$1,900,000, in accordance with all terms set forth in the table below.

Recommended Awardee	Term	Total Contract Value
Door and Window Guard Systems, Inc.	5 years	\$1,900,000
Aggregate Total:		\$1,900,000

The requested action complies in all material respects with all applicable federal, state, and local laws, and CHA policies. CHA staff has completed all necessary due diligence to support the submission of this initiative.

Funding

MTW Funds

Background

Door and Window Guard Systems, Inc. (D.A.W.G.S) is a licensed and experienced vendor that will provide on-demand window and door security systems to prevent theft, vandalism, and unauthorized occupation of CHA-owned vacant properties. The systems will consist of galvanized or reinforced steel or similarly durable material. Services will include residential, non-dwelling, and administrative buildings.

Vacant buildings were recently burglarized twice within a week causing mass communication outages at a nearby occupied senior building. Executing a centralized agreement provides an on-demand security system solution for CHA's portfolio.

Procurement Activities

Specifications prepared by CHA staff were publicly advertised as an Invitation for Bid (IFB) Event 3179 for Window and Door Security Systems on Tuesday, April 8, 2025. One bid submission was received on Tuesday, April 22, 2025. The initial IFB was first solicited on Monday, January 27, 2025 (Event 3269) and again on March 9, 2025 (Event 3275) due to inadequate competition.

Vendor Name	Door and Window Security System Rental/ Maintenance Fees
Door and Window Guard Systems, Inc. (DAWGS)	<p>Average monthly fee over the 5-year agreement:</p> <ul style="list-style-type: none"> • Per window \$24.42 • Per door \$36.10 <p>Average annual fee over the 5-year agreement:</p> <ul style="list-style-type: none"> • Per window \$203.85 • Per door \$407.74

The Chief Procurement Officer has determined that: (a) the specifications of the IFB were clear and not unduly restrictive; (b) adequate competition was solicited and it could have been reasonably assumed that more than one bid would have been submitted; (c) the price is reasonable; and (d) the bid is otherwise in accordance with the invitation for bids, establishing that Door and Window Guard Systems, Inc. (DAWGS) is the lowest responsive and responsible bidder.

Diversity Contracting Requirements

CHA staff has reviewed the proposed vendor and has determined the awarded vendor's utilization plans meets with the CHA's stated goals.

Door and Window Guard Systems, Inc. (DAWGS) has requested a waiver of the CHA's 20% M/W/DBE requirement due to the product being a patented steel security system, and therefore, there is no opportunity for subcontracting. DAWGS has committed to satisfy its 3% Section 3 requirement as a self-performing 75% Section 3 business concern. The self-performance by DAWGS includes material provision, installation, maintenance, and removal of their patented steel security system. They have also committed to hiring CHA residents.

Vendor Background Information

Nick Oberhouse, CEO; 8770 W Bryn Mawr Avenue, Suite 1300, Chicago, IL 6063. Founded in 2009, DAWGS manufactures and rents steel door and window guards designed to secure vacant buildings, preventing unauthorized access, theft, vandalism, and other issues associated with unoccupied properties. DAWGS has given back to the community through employment opportunities for individuals with development disabilities, hiring Section 3 residents, providing training for Chicago fire department, hired and supported Veterans.

Based on the foregoing, it is in the best interest of the CHA for the Board to authorize the CEO or her designee, to enter into a contract for security window and door systems with Door and Window Guard Systems, Inc. (DAWGS) in the amount of \$1,900,000.00.

Respectfully Submitted:

Angela Hurlock
Interim Chief Executive Officer



RESOLUTION NO. 2025-CHA-XX

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated July 29, 2025 entitled "Authorization to enter into an agreement with Door & Window Guard Systems, Inc."

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Board of Commissioners authorizes the Chief Executive Officer or her designee to award a contract to Door & Window Guard Systems, Inc. in an amount not-to-exceed \$1,900,000 for a five (5) year term.

This award is subject to the Contractor's compliance with CHA's Diversity Contract Compliance and insurance requirements.

Matthew Brewer
Interim Chairman
Chicago Housing Authority



Board Letter

Agenda Date: July 29, 2025

Agenda #: 9

Request to ratify an agreement for Professional Property Management Services.

Presenter: Leonard Langston, Interim Chief Property Officer

Recommendation

The Interim Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") ratify the award of contract(s) to the below listed contractor(s) in the approximate aggregate value of \$2,646,000 consisting of an aggregate original contract value of \$1,293,600 for a two year base term from July 1, 2025 through June 30, 2027; and two option years in the combined amount of \$1,352,400 to provide professional property management services at various properties.

The Board further authorizes the Interim CEO to approve each request to exercise the options awarded under the contract. The Board also authorizes the Interim CEO, at her discretion, to amend the agreement to incorporate terms from a memorandum of understanding with the Horner Resident Committee.

Recommended Awardee	Base Contract Value	Base Term	Option Terms	Total Contract Value
Manage Chicago, Inc.	\$1,293,600	2 Years	1 st Option: \$666,204 2 nd Option: \$686,196	\$2,646,000
	\$			\$
	\$			\$
Total:	\$1,293,600		Aggregate Total:	\$2,646,000

The requested action complies in all material respects with all applicable federal, state, and local laws, and CHA policies. CHA staff has completed all necessary due diligence to support the submission of this initiative.

Funding

MTW Funds

Background

On May 2, 2025, CHA issued a partial termination notice for property management services at Horner Westhaven and Region 2 scattered sites, totaling 980 units in the public housing program, due to Contractor's continued failure to perform the contracted services with sufficient personnel or with sufficient resources and to promptly cure or re-perform unsatisfactory services within a reasonable time. The partial termination of property management services, along with

the need for an accelerated transition, created an emergency need for CHA to secure replacement property management services.

Procurement Activities

In order to quickly find a replacement property management firm for Horner Westhaven and Region 2 scattered sites, so day-to-day management services would be uninterrupted, CHA used the emergency procurement approach to directly engage potential replacement firms in compliance with HUD rule CFR 200.320(c)(3), as any delay resulting from providing public notice of a competitive solicitation would deprive residents, in whole or in part, of the use and enjoyment of their homes. Ultimately, one property management firm was able to meet the scope and timeline for services and submitted a letter of intent, property management approach, and proposed management fee.

After reviewing the proposal, Manage Chicago was selected and is recommended for award to provide the property management services at the two impacted properties.

Responsive Proposal(s)
Manage Chicago, Inc.

Diversity Contracting Requirements

The CHA has reviewed the proposed vendors and has determined the vendors utilization plans meets with the CHA's stated goals.

Manage Chicago, Inc. will satisfy the CHA 20% M/W/DBE compliance goal through a combination of indirect and direct participation utilizing Rojas Landscaping, Inc. (MBE) at 10% for indirect participation and MDC Economic Developer Corp (MBE) at 10% for direct participation. They will satisfy their 3% Section 3 requirement through subcontracting to MDC Economic Developer Corp a 51% Resident Owned Business.

Vendor Background Information

Manage Chicago, Inc. is owned by Chris Amatore. They offer a full range of services, including property management, project management, leasing and maintenance services for apartments, condominiums, and commercial properties. Manage Chicago entered into their initial contract with CHA in 2020 and was awarded additional units in 2021. They currently manage approximately 3,400 units for CHA across Altgeld and two scattered sites properties.

Based on the foregoing, it is in the best interest of the CHA for the Board to authorize the Interim CEO or her designee, to enter into a contract for professional property management services with Manage Chicago, Inc. in the amount of \$2,646,000.

Respectfully Submitted:

Angela Hurlock
Interim Chief Executive Officer



Agenda #: 9

RESOLUTION NO. 2025-CHA-X

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated July 29, 2025, entitled "Request to ratify an agreement for Professional Property Management Services".

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Board of Commissioners ratifies the award of contracts to Manage Chicago, Inc. in the approximate aggregate value of \$2,646,000 consisting of an aggregate original contract value of \$1,293,600 for a two-year base term from July 1, 2025 through June 30, 2027; and two option years in the combined amount of \$1,352,400 to provide professional property management services at various properties.

Matthew Brewer
Interim Chairperson
Chicago Housing Authority



Board Letter

Agenda Date: July 29, 2025

Agenda #: 10

Authorization to award a contract for Property Management Services for Scattered Sites Region Four (SSR4).

Presenter: Leonard Langston, Interim Chief Property Officer

Recommendation

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") approve the award of contract(s) to the below listed contractor(s) in the approximate aggregate value of \$1,144,799 consisting of an aggregate original contract value of \$559,680 for a two (2) year base term; and two (2) option years in the combined amount of \$585,119 to provide property management services for Scattered Sites Region Four (SSR4).

The Board further authorizes the CEO to approve each request to exercise the options awarded under the contract.

Recommended Awardee	Base Contract Value	Base Term	Option Terms	Total Contract Value
Manage Chicago, Inc.	\$559,680	2 years	1 st Option: \$288,236 2 nd Option: \$296,883	\$1,144,799
Total:	\$		Aggregate Total:	\$1,144,799

The requested action complies in all material respects with all applicable federal, state, and local laws, and CHA policies. CHA staff has completed all necessary due diligence to support the submission of this initiative.

Funding

MTW Funds

Background

In November 2019, a Request for Proposals (RFP) was released to solicit proposals from qualified property management firms experienced in managing and operating low-income, subsidized, affordable, and/or public housing properties. Respondents could apply for any of the twelve packages, which were organized by property type. The scope of work expected of the selected respondents includes those services customarily associated with third-party multifamily housing management including, but not limited to, overseeing occupancy/leasing, marketing, resident selection, resident relations, regularly scheduled resident re-examinations, lease enforcement, rent collection, evictions, routine and emergency maintenance and repairs, management of the grounds and public spaces, budgeting, accounting, and following CHA guidelines regarding procurement, MBE/WBE/OBE, Section 3 and Davis Bacon requirements.

Eight (8) respondents submitted proposals and were reviewed by an evaluation committee of fifteen (15) members broken into three (3) teams of five (5) members each. Proposals were scored on a 100-point scale in the following areas: qualifications and experience, past performance, approach/work plan, organization structure/key personnel, M/W/DBE and Section 3 hiring, and the proposed management fee. Eight (8) of the twelve (12) packages did not have sufficient competition and were canceled. For the remaining four packages, after the evaluation committee completed its evaluation of the proposals, the Contracting Officer approved the competitive range for each package. Oral presentations were held for three (3) firms that were in the competitive range for Package 7 (Scattered Sites), Packages 10, 11 (Senior Housing) and Package 12 (Tax Credit Housing). Following Oral Presentations, Best and Final Offers were requested and received and negotiations held.

Based upon the evaluations of the written proposals, oral presentations, and best and final offers, it was determined that The Habitat Company, Inc. for Packages 10, 11, and 12 and Manage Chicago, Inc. for Package 7 would provide the best overall service and value to CHA. A total of four contracts (one for each package) were awarded for property management services and included management fee compensation.

The previous agreement with Manage Chicago, Inc. is set to expire on August 31, 2025. We are currently soliciting new property management contracts for CHA's entire residential portfolio. Based on historical performance and proposed pricing, it was determined that Manage Chicago, Inc. will provide the best overall service and value to CHA for SSR4. A new contract will be awarded, and Manage Chicago, Inc. will be compensated at the rates of \$55 per unit per month for the base term, \$56.65 per unit per month for option year 1, and \$58.35 per unit per month for option year 2.

Procurement Activities

CHA used the exigency procurement approach to directly engage a property management firm in compliance with HUD rule CFR 200.320(c)(3) to continue to provide day-to-day uninterrupted management services. Ultimately, continuation of property management services with Manage Chicago is being requested. After reviewing the proposal, Manage Chicago was selected and is recommended for award to provide the property management services at the impacted SSR4 properties.

Diversity Contracting Requirements

The CHA has reviewed the proposed vendors and has determined the vendors utilization plans meets with the CHA's stated goals.

Manage Chicago, Inc. will satisfy the CHA 20% compliance goal through subcontracting a portion of their contract to two different vendors to meet their M/W/DBE requirement. These vendors include 3 Brothers Landscaping & Snow Services (MBE 6.60%) indirectly and Lopez and Sons (WBE 13.40%) directly. They will satisfy their Section 3 subcontracting goal through subcontracting a portion of their contract (3%) to Lopez and Sons. Lopez and Sons is certified as a 51% Non-ROB tier Section 3 vendor and 3 Brothers Landscaping Snow Service LLC 51% Non-ROB tier Section 3 vendor.

Vendor Background Information

Chris Amatore, CEO 7118 S Yates, Chicago, IL 60649. Manage Chicago, Inc. offers a full range of services, including property management, project management, leasing and maintenance services for apartments, condominiums, and commercial properties. Manage

Chicago entered into their initial contract with CHA in 2020 and was awarded additional units in 2021. They currently manage approximately 3,400 units for CHA across Altgeld and two scattered sites properties.

Based on the foregoing, it is in the best interest of CHA for the Board to authorize the CEO or her designee, to enter into a contract for property management services for SSR4 with Manage Chicago, Inc, in the aggregate amount of \$1,144,799.

Respectfully Submitted:

Angela Hurlock
Interim Chief Executive Officer



Agenda #: 10

RESOLUTION NO. 2025-CHA-X

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated July 29, 2025 entitled "Authorization to award a contract for Property Management Services for Scattered Sites Region Four (SSR4)".

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Board of Commissioners authorizes the Chief Executive Officer or her designee to enter into a contract with Manage Chicago, Inc., to provide property management services, for a two (2) year base term, with two (2) additional one-year option terms, for an aggregate amount not-to-exceed \$1,144,799.

This award is subject to the contractor's compliance with CHA's MBE/WBE/DBE/Section 3 hiring and insurance requirements.

Matthew Brewer
Interim Chairperson
Chicago Housing Authority