



SAHA | **SAN ANTONIO**
HOUSING AUTHORITY
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818 S. FLORES ST.



SAN ANTONIO, TEXAS 78204



www.saha.org

Procurement Department

QUICK QUOTE

For

Grief and Bereavement Counselors

For

**HOUSING AUTHORITY OF THE
CITY OF SAN ANTONIO, TEXAS
AND
AFFILIATED ENTITIES**

Date Issued: May 22, 2017

Quick Quote #:1705-952-21-4637

Closes: June 05, 2017

Prepared by:

Department of Procurement
of the
San Antonio Housing Authority
818 South Flores Street
San Antonio, Texas 78204

President and CEO..... David Nisivoccia

- 1.0** The Housing Authority of the City of San Antonio, Texas and its affiliated entities d/b/a San Antonio Housing Authority ("SAHA") hereby invites independent providers and organizations to submit bids for Grief and Bereavement Counseling services for use by San Antonio Housing Authority residents on an as needed basis as specified herein.
- 2.0** **SAN ANTONIO HOUSING AUTHORITY (SAHA) CONTACT:** All questions or request for documents pertaining to this solicitation shall be addressed to Cynthia Caruso, Contract Specialist, 210-477-6172, fax 210-477-6167 or e-mail at cynthia_caruso@saha.org.
- 3.0** **APPLICABILITY:** By submitting a bid, the bidder is agreeing to abide by all terms and conditions listed herein, including those terms and conditions within HUD Handbook 7460.8 REV 2, Procurement Handbook for Public Housing Agencies, dated 2/2007 and HUD Table 5.1, Mandatory Contract Clauses for Small Purchases Other Than Construction and if attached; HUD 5370EZ, Davis Bacon or HUD Wage Decision.
- 4.0** **SAHA's RESERVATION OF RIGHTS: SAHA reserves the right to:**
 - 4.1** Reject any or all bids, to waive any informalities in the solicitation process, or to terminate the solicitation process at any time, if deemed by SAHA to be in its best interest.
 - 4.2** Terminate a contract awarded pursuant to this solicitation at any time for its convenience upon delivery of a 30-day written notice.
 - 4.3** Determine the days, hours and locations that the successful bidder shall provide the items or services called for in this solicitation.
 - 4.4** Reject and not consider any bid that does not, in the opinion of SAHA, meet the requirements of this solicitation, including but not necessarily limited to incomplete bids and/or bids offering alternate (not including "or equal" items) or non-requested items or services.
 - 4.5** SAHA reserves the right to:
 - 4.5.1** To make an award to the same bidder (aggregate) for all items; or,
 - 4.5.2** To make an award to multiple bidders for the same or different items.
- 5.0** **BIDDER'S RESPONSIBILITY:** Each bidder shall carefully review and comply with all instructions provided herein, or provided within any named attachments or addenda.
- 6.0** **DEADLINE:** Bids are due at the time and date posted herein. SAHA reserves the right to extend the posted deadline at any time prior to the deadline.
- 7.0** **QUESTIONS:** All questions or request for information concerning this solicitation must be submitted in writing eight (8) days prior to the closing deadline.

- 8.0 HOLD PRICES/NON-ESCALATION:** By submitting a bid, the bidder agrees to "hold" or not increase the bid prices for a minimum period of ninety (90) days. Quantities listed in this solicitation are for the purpose of determining best pricing per line item. Contractor shall field verify all quantities and dimensions.
- 9.0 METHOD OF AWARD:** SAHA may, at its sole discretion, procure the applicable goods or services by issuance of a PO or execution of a contract. By submitting a bid, the successful proposer agrees to accept the PO or execute the contract.
- 10.0 FEES AND FORMS:**
- 10.1 FEE:** All fees are all-inclusive of all related costs that a proposer will incur to provide the noted goods or services in compliance with this solicitation, including, but not limited to: employee wages and benefits, clerical support, travel and lodging, overhead, profit, licensing, insurance, materials, supplies, tools, equipment, long distance telephone calls, document copying and motor vehicle fuel, all costs shall be fully burdened.
- 10.2 FORMS:** Bids shall be submitted utilizing the bid/fee forms included herein. Submission on forms other than the SAHA forms may result in disqualification of the response. Any bidder attached or included Terms and Conditions (T's & C's) are subject to acceptance by SAHA at its sole discretion.
- 11.0 SUBMITTALS and AWARD CRITERIA:** Award shall be made to the responsive and responsible contractor that submits the best value to SAHA using price and other factors listed below.
- 11.1** Describe the crisis intervention services you would provide when requested by SAHA on an emergency basis. This service shall be part of the initial response fee.
- 11.2** Describe the continuing training and/or educational seminars Professionals are required attended to remain current in this field and processes used to insure conformance.
- 11.3** Minimum Requirements: LPC or LPC-S with appropriate undergraduate degree and minimum of 3 years of experience directly related to grief counseling; prefer Grief counselors or Grief Recovery Practitioner (LMSW/LCSW) with a Master's level certification and 4 plus years of experience.
- 11.4** Bidders must provide a current copy of license, diploma, and any other applicable licensing and certifications and include a 1 page resume' and a minimum of three references for each Professional that may be assigned to respond to a SAHA request.
- 12.0 BID COSTS:** SAHA shall not compensate any bidder for any costs that may be incurred in responding to this solicitation.

- 13.0 ASSIGNMENT OF PERSONNEL:** SAHA retains the right to demand and receive a change in personnel assigned by the Contractor to provide services to SAHA if SAHA believes that such change is in its best interest.
- 14.0 UNAUTHORIZED SUB-CONTRACTING PROHIBITED:** The successful bidder shall not assign any right, nor delegate any duty for the work proposed pursuant to this solicitation (including, but not limited to, selling or transferring the ensuing PO or contract without the prior written consent of SAHA. Any purported assignment of interest or delegation of duty, without the prior written consent of SAHA shall be void and may result in the cancellation of the PO or contract with SAHA.
- 15.0 LICENSING REQUIREMENTS:** By submitting a bid the successful bidder certifies that he/she possess and will, prior to issuance of a PO or execution of a contract, present to SAHA, proof and/or certification of the following:
- 15.1** If applicable, local business license issued by the City of San Antonio.
- 15.2** If applicable, a copy of the bidder's license issued by the State of Texas licensing authority allowing the bidder to provide the services or products as detailed herein.
- 16.0 PERMITS:** Contractor shall obtain all permits required to complete the work per the specifications.
- 17.0 INSURANCE:** Contractor shall present to SAHA prior to PO issuance or execution of a contract, proof of insurance compliant with the requirements below.

Professional Liability	Required Limits
SAHA and its affiliates must be named as a Certificate Holder. This is required for vendors who render observational services to SAHA such as appraisers, inspectors, attorneys, engineers or consultants.	\$1,000,000
Business Automobile Liability	Required Limits
SAHA and its affiliates must be named as an additional insured and as the certificate holder. This is required for any vendor that will be using their vehicle to do work on SAHA properties.	\$500,000 combined single limit, per occurrence
Workers Compensation and Employer's Liability	Required Limits
Workers' Compensation coverage is Statutory and has no pre-set limits. Employer's Liability limit is \$500,000. Workers' Compensation is required for any vendor made up of more than two people. A Waiver of Subrogation in favor of SAHA must be included in the Workers' Compensation policy. SAHA and its affiliates must be a Certificate Holder.	Statutory \$500,000
Commercial General Liability	Required Limits
This is required for any vendor who will be doing hands on work at SAHA properties. SAHA and its affiliates must be named as an Additional Insured and as the Certificate Holder.	\$1,000,000 per accident \$2,000,000 aggregate

- 18.0 INVOICES:** Invoices must contain a complete description of the work or service that was performed, the contract price for each service, the purchase order number, contract number (if applicable), date of service, and address of service location or delivery address. Proposers(s) must submit a separate invoice for each purchase order issued by SAHA unless prior approval is obtained from SAHA. To insure prompt and timely payment of invoices, and unless utilizing a progress payment schedule, invoices shall be sent electronically to the following address:

Accounts_Payable@saha.org.

If the Proposer does not have the capability to send invoices electronically, they may be mailed to:

**San Antonio Housing Authority
Finance and Accounting
P.O. Box 830428,
San Antonio, TX 78283-0428.**

- 19.0 Fair Labor Standards Act:** Both parties hereby agree to comply with the provisions of the Fair Labor Standards Act (29 U.S.C. 201, et seq).

- 20.0 Indemnification.** The Contractor shall indemnify and hold harmless SAHA and its officers, agents, representatives, and employees from and against all claims, losses, damages, actions, causes of action and/or expenses resulting from, brought for, or on account of any bodily injury or death of an employee of the Contractor, its agent, or its subcontractor of any tier received or sustained by any persons or property growing out of, occurring, or attributable to any work performed under or related to this Agreement, resulting in whole or in part from the negligent acts or omissions of the Contractor, any subcontractor, or any employee, agent or representative of the Contractor or any subcontractor. **CONTRACTOR ACKNOWLEDGES AND AGREES THAT THIS INDEMNITY CONTROLS OVER ALL OTHER PROVISIONS IN THE AGREEMENT, SURVIVES TERMINATION OF THIS AGREEMENT.**

Contractor shall indemnify and hold harmless SAHA, their agents, consultants and employees from and against any and all property damage claims, losses, damages, costs and expenses relating to the performance of this Agreement, including any resulting loss of use, *but only to the extent caused by the negligent acts or omissions of Contractor*, its employees, sub-subcontractors, suppliers, manufacturers, or other persons or entities for whose acts Contractor may be liable.

- 21.0 SECTION 3:** Training and Employment Opportunities for Residents in the Project Area (Section 3, HUD Act of 1968; 24 CFR 135) (a) The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons

who are recipients of HUD assistance for housing. (b) The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement section 3.

22.0 Space Reserved.

23.0 GENERAL CONDITIONS:

23.1 Scope of Work is Attachment A.

23.2 Location of Property:

(See attached list)

23.3 Space Reserved.

23.4 Space Reserved.

23.5 Acceptance by SAHA is required prior to payment. Acceptance will be based on adherence to the specifications, best industry practice and inspection by SAHA personnel.

23.6 Contractor shall supply all material, labor and equipment to complete the requirement of this solicitation unless otherwise specified in this solicitation.

23.7 Space Reserved.

23.8 Responses may be hand delivered to:

San Antonio Housing Authority,
Attn: Cynthia Caruso, Contract Specialist
818 S. Flores, San Antonio, TX 78204
or
Faxed to: Attn. Cynthia Caruso at 210-477-6172
or
Emailed to: cynthia_caruso@saha.org

Remainder of page intentionally left blank

Quote Fee Sheet
Quick Quote Closes on:

State Law limits procurements using this method of solicitation to \$50,000.00 or less.

1. **Fee:** The estimated hours shown are for evaluation purposes only and are not an indication of the actual number of contact hours that may be required or have been utilized in the past.

Grief Counseling Services	Initial Fee	Response	Estimated Follow Up Hours	Cost/Hour follow up	Extension
Juvenile & Teen	\$		20	\$	\$
Young Adults (20+)	\$		15	\$	\$
Adults (30 +)	\$		35	\$	\$
Seniors (60 +)	\$		25	\$	\$

2. **Additional Information:** Enclose a one-two page summary of your company's and staff's experience in grief counseling and copies of certifications and licensing.
3. **Sub-Contractors:** Proposer shall identify his sub-contractors if any:

a) _____

b) _____

Acknowledge Receipt of Addenda

Addendum #1 _____ Date _____

Addendum #2 _____ Date _____

Addendum #3 _____ Date _____

Signature

Date

Printed Name

Company

E-mail address if available

Phone

Fax

Bidders Certification

By signing below, Bidder certifies that the following statements are true and correct:

1. He/she has full authority to bind Bidder and that no member of Bidder's organization is disbarred, suspended or otherwise prohibited from contracting with any federal, state or local agency;
2. Services for which bids were provided herein will be delivered as specified in the bid,
3. In performing this contract, the contractor(s) shall comply with any and all applicable federal, state or local laws including but not limited to: Occupational Safety & Health, Equal Employment Opportunity, Immigration and Naturalization, The Americans with Disabilities Act, State Tax and Insurance Law, and the Fair Housing Act.,
4. Bidder agrees that this bid shall remain open and valid for at least a period of 90 days from the date of the Bid Opening and that this bid shall constitute an offer and if written notice of the acceptance of this bid is mailed, e-mailed, or delivered to the undersigned within ninety (90) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver the products and/or services described herein. By signature hereon the bidder certifies he has the right and authority to bind the company.
5. He/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with this bid,
6. Bidder, nor the firm, corporation, partnership, or institution represented by the Bidder, or anyone acting for such firm, corporation or institution has violated the antitrust laws of the State of Texas or the Federal Antitrust laws, nor communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business,
7. Bidder has not received compensation for participation in the preparation of the specifications for this solicitation, and
8. Non-Collusive Affidavit: The undersigned party submitting this proposal hereby certifies that such bid is genuine and not collusive and that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, to fix overhead, profit or cost element of said bid price, or that of any other bidder or to secure any advantage against the SAHA or any person interested in the proposed contract; and that all statements in said bid are true.
9. Child Support: Pursuant to Section 231.006 (d) of the Texas Family Code, regarding child support, the bidder certifies that the individual or business entity named in this bid is not ineligible to receive the specified payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate.
10. Lobbying Prohibition: The Contractor agrees to comply with Section 1352 of Title 31, United States Code which prohibits the use of Federal appropriated funds to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract; the making of any Federal grant; the making of any Federal loan; the entering into of any cooperative agreement; or the modification of any Federal contract, grant, loan, or cooperative agreement.

Submitted by: _____ Date: _____
(Firm)

(Signature) (Printed name and title)

(Business address)

(Phone) (E-mail)

ATTACHMENT A

Grief and Bereavement Counselors

Scope of Work: The Firm or Individual Contractors shall make available trained and knowledgeable Grief Counselors to respond to incidents occurring on SAHA properties and/or involving SAHA residents on an as needed (on-call) basis. Grief counseling services for the residents of SAHA shall conform to the highest professional standards including confidentiality standards for such services. This procurement is for a period not to exceed 1 year.

1. SAHA requires Grief Counselor(s) who will be available (on-call) during normal and/or after business hours to include weekends and holidays as required throughout the year to respond to traumatic incidents which may occur on or near SAHA properties or the properties of its affiliated entities. See attached listings.
2. Counselors should be bilingual in English and Spanish. Other languages which may be required from time to time include: Swahili, Arabic, Russian, Vietnamese, and American Sign Language. Other additional languages may be identified at a later time or as circumstances warrant. Provision of these services in other languages not listed is highly desired.
3. Awarded Contractor must be capable of providing initial counseling service for individuals and/or groups within 2-4 hour(s) after notification by SAHA. Initial response shall include a minimum of two hours on site unless an earlier release is approved by the on-site manager. Additional on-site time will be billed at the hourly rate in 15 minute increments.
4. The services provided during the initial response may include: juveniles, teenagers, young adults (20-30 yrs.) adults (30-59 yrs.) and senior citizens (60+ yrs.).
5. The awarded Contractor(s) may provide limited follow up sessions as approved by SAHA not to exceed 4 contact hours. Additional hours and/or referral to other counselors will be at the client's expense unless explicitly approved in advance by SAHA.
6. Contractor shall have the ability to offer or direct the residents to other supportive service providers if/as required or necessary, ex.: Al Anon, Red Cross, VA, etc.

ATTACHMENT B

HUD Forms

TABLE 5.1 MANDATORY CONTRACT CLAUSES FOR SMALL PURCHASES OTHER THAN CONSTRUCTION

The following contract clauses are required in contracts pursuant to **24 CFR 85.36(i) and Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act**. HUD is permitted to require changes, remedies, changed conditions, access and records retention, suspension of work, and other clauses approved by the Office of Federal Procurement Policy. The PHA and contractor is also subject to other Federal laws including the U.S. Housing Act of 1937, as amended, Federal regulations, and state law and regulations.

Examination and Retention of Contractor's Records. The PHA, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until three years after final payment under this contract, have access to and the right to examine any of the Contractor's directly pertinent books, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

Right in Data and Patent Rights (Ownership and Proprietary Interest). The PHA shall have exclusive ownership of, all proprietary interest in, and the right to full and exclusive possession of all information, materials, and documents discovered or produced by Contractor pursuant to the terms of this Contract, including, but not limited to, reports, memoranda or letters concerning the research and reporting tasks of the Contract.

Energy Efficiency. The Contractor shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. 94-163) for the State in which the work under this contract is performed.

(a) In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. The Contractor shall procure items designated in the EPA guidelines that contain the highest percentage of recovered materials practicable unless the Contractor determines that such items: (1) are not reasonably available in a reasonable period of time; (2) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology, if applicable to the item; or (3) are only available at an unreasonable price. (b) Paragraph (a) of this clause shall apply to items purchased under this contract where: (1) the Contractor purchases in excess of \$10,000 of the item under this contract; or (2) during the preceding Federal fiscal year, the Contractor: (i) purchased any amount of the items for use under a contract that was funded with Federal appropriations and was with a Federal agency or a State agency or agency of a political subdivision of a State; and (ii) purchased a total of in excess of \$10,000 of the item both under and outside that contract.

Termination for Cause and for Convenience (contracts of \$10,000 or more).

(a) The PHA may terminate this contract in whole, or from time to time in part, for the PHA's convenience or the failure of the Contractor to fulfill the contract obligations (cause/default). The PHA shall terminate by delivering to the Contractor a written Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall: (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the PHA all information, reports, papers, and other materials accumulated or generated in performing the contract, whether completed or in process.

(b) If the termination is for the convenience of the PHA, the PHA shall be liable only for payment for services rendered before the effective date of the termination.

(c) If the termination is due to the failure of the Contractor to fulfill its obligations under the contract (cause/default), the PHA may (1) require the Contractor to deliver to it, in the manner and to the extent directed by the PHA, any work described in the Notice of Termination; (2) take over the work and prosecute the same to completion by contract of otherwise, and the Contractor shall be liable for any additional cost incurred by the PHA; and (3) withhold any payments to the Contractor, for the purpose of set-off or partial payment, as the case may be, of amounts owned by the PHA by the Contractor. In the event of termination for cause/default, the PHA shall be liable to the Contractor for reasonable costs incurred by the Contractor before the effective date of the termination. Any dispute shall be decided by the Contracting Officer.

Attachment C

Property Listing

Public Housing	Type	Phone #	Address	Zip
Alazan Apache Guadalupe	Family	477-6290	1011 S. Brazos	78207
Blanco Apartments	E&D	477-6302	906 W. Huisache	78201
Cassiano Homes	Family	477-6306	2919 S. Laredo	78207
Charles Andrews	Family	477-6314	4060 Medical Drive	78229
Cheryl West Apartments	Family	477-6318	333 W. Cheryl	78228
Christ The King	E&D	477-6321	4502 W. Martin	78237
Col. George Cisneros	E&D	477-6323	3003 Weir Avenue	78226
College Park Apartments	E&D	477-6326	2011 N. Flores	78212
Cross Creek Apartments	Family	477-6331	2818 Austin Hwy	78218
Escondida Apartments	E&D	477-6477	2514 Vance Jackson	78213
Fair Avenue Apartments	E&D	477-6341	1215 Fair Avenue	78223
Francis Furey	Family	477-6345	4902 Gus Eckert Lane	78240
Frank E. Hornsby Apts	E&D	477-6348	740 Rice Rd	78220
Glen Park	Family	477-6359	121 Avenue M.	78212
Henry B. Gonzalez Apts	E&D	477-6350	5811 Ingram Rd	78228
Highview Apartments	Family	477-6353	1351 Rigsby	78210
Jewett Circle Apartments	E&D	477-6357	425 S.W. 34th. St	78237
Kenwood Manor	Family	477-6359	121 Avenue M.	78212
Kenwood North	E&D	477-6359	121 Avenue M.	78212
LC Rutledge Apartments	Family	477-6435	11301 Roszell	78217
Le Chalet Apartments	E&D	477-6655	832 E. Grayson	78208
Lewis Chatham Apartments	E&D	477-6371	6405 S. Flores	78214
Lila Cockrell Apartments	E&D	477-6367	3500 Pleasanton	78221
Lincoln Heights Courts	Family	477-6316	1315 N. Elmendorf	78207
Linda Lou Apartments	E&D	477-6341	124 Linda Lou	78223
Lofts at Marie McGuire	E&D	477-6378	211 N. Alamo	78205
Madonna Apartments	E&D	477-6376	7710 Madonna	78216
Matt Garcia	E&D	477-6341	6114 Pecan Valley Dr.	78223
Midway Apartments	E&D	477-6341	545 E. Mitchell	78210
Mirasol Homes	Family	477-6384	4222 El Paso	78237
Mission Park Apartments	Family	477-6395	5825 Analissa	78214
Morris C. Beldon Apts.	Family	477-6298	7511 Harlow	78218
O. P. Schnabel Apartments	E&D	477-6404	919 S. Main St	78204
Olive Park Apartments	Family	477-6454	1015 N. Olive	78202
Park Square	Family	477-6359	800 E. Park	78212
Parkview Apartments	E&D	477-6416	114 Hickman	78212
Pin Oak I	E&D	477-6421	7190 Oaklawn	78229
Pin Oaks II	Family	477-6424	7180 Oaklawn	78229
Raymundo Rangel	E&D	477-6425	1021 S. San Eduardo	78237
Riverside Apts	Family	477-6430	515 Riverside	78223
Sahara Ramsey	E&D	477-6376	10004-10012 Sahara	78216
San Pedro Arms	E&D	477-6416	2103 San Pedro	78212
South San Apartments	E&D	477-6443	2357 W. Southcross	78211
Springview	Family	477-6454	722 South Rio Grande	78203
Sun Park Lane	E&D	477-6457	4523 Lavendar Lane	78220
T L Shaley	Family	477-6472	4827 Pettus	78228
Tarry Towne Apartments	E&D	477-6477	315 Vance Jackson	78201
Victoria Plaza	E&D	477-6495	411 Barrera	78210

Villa Hermosa	E&D	477-6611	327 N. Flores	78205
Villa Tranchese	E&D	477-6325	307 Marshall	78212
Villa Veramendi Homes	Family	477-6616	615 Barclay	78207
Village East Apartments	Family	477-6454	819 N. Hackberry	78202
WC White	E&D	477-6655	618 N. Hackberry	78202
Westway Apartments	Family	477-6176	5627 Culebra	78228
William Sinkin Apartments	E&D	477-6628	1518 Amanda	78210
Williamsburg Apartments	E&D	477-6477	118-120 Williamsburg	78201
Beacon Communities				
Bella Claire Apts	Family	477-6300	2618 Nacogdoches	78217
Castle Point Apts	Family	477-6310	5320 Blanco Rd.	78216
Dietrich Road Apts	Family	477-6334	4618 Dietrich Rd.	78209
Encanta Villa	Family	477-6335	5300 Encanta	78233
Homestead Apts	Family	477-6355	5800 Medina Base Rd.	78242
La Providencia	Family	477-6355	2525 Castroville Rd.	78237
Pecan Hill Apts	Senior	477-6417	1600 W. Lawndale	78209
Sunshine Plaza	Senior	477-6460	455 E. Sunshine	78228
Warren House	Restricted	477-6300	401 Warren St.	78212
Churchill Estates	Family	477-6310	14121 Churchill Estates	78248
Claremont	Family	477-6300	131 Claremont	78209
Administration				
Central Office		477-6262	818 S. Flores	78204