

**Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS**

MEETING MINUTES

Thursday, April 23, 2015

200 Ross Street

9TH Floor Board Room

Pittsburgh, PA 15219

The Housing Authority of the City of Pittsburgh (the “HACP”) held a regular Board meeting on Thursday, April 23, 2015 at 200 Ross Street; 13th Floor, Wherrett Room, Pittsburgh, Pennsylvania 15219 at 10:30 a.m.

Valerie McDonald-Roberts, Chairperson, called the meeting to order. The Commissioners in attendance were: Ms. Janet Evans, Ms. Valerie McDonald-Roberts, Mr. Leroy Morgan, Mr. Peter Kaplan and Rev. Ricky Burgess. Ms. Enid Miller was not in attendance.

Next, the Chairman, Valerie McDonald-Roberts, noted that the Board members had previously received a copy of the March 26, 2015 Board Meeting Minutes and asked for a motion to approve the minutes. Janet Evans made a motion to approve the minutes and Rev. Ricky Burgess seconded the motion. There were no comments regarding the March minutes.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Ms. Janet Evans, Rev. Ricky Burgess, Mr. Leroy Morgan, Peter Kaplan, and Ms. Valerie McDonald-Roberts.

“NAYS”: None

Chair, McDonald-Roberts then declared the motion carried and the minutes approved.

Chair, Valerie McDonald-Roberts introduced the HACP Activity Report for March (“the Report”) and asked if there was a motion to approve the Report. Peter Kaplan made a motion to approve the Report and Leroy Morgan seconded the motion.

After a brief oral report by Joy Pekar Miller:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Ms. Janet Evans, Rev. Ricky Burgess, Mr. Leroy Morgan, Peter Kaplan and Ms. Valerie McDonald-Roberts.

“NAYS”: None

Chairman McDonald-Roberts then declared the motion carried and the report approved.

The Chair, Valerie McDonald-Roberts asked if there were any comments or questions from Tenant Council Presidents, Section 8 Representatives or other public comments.

Mr. Kent Bey of the Hill District, Ward 5 addressed the Board regarding the drug dealing and a person he believes is a drug dealer that no one has addressed. Mr. Bey said he has been putting in complaints about a drug dealer next door to his home for months. He said nothing has happened to this tenant. They play loud music and are up all day and night.

Ms. McDonald-Roberts thanked Mr. Bey for his comments and explained that someone from the Housing Authority staff would address his concerns in the near future.

As there were no more speakers.

The Chair, Valerie McDonald-Roberts, introduced the resolutions.

RESOLUTION NO. 14 OF 2015

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$48,359.78 from the Tenant Accounts Receivable for the months of January 2015 through March 2015

WHEREAS, the net amount of past-due accounts of tenants who are no longer occupying a dwelling unit and who have not responded to collection notices from the Housing Authority of the City of Pittsburgh (HACP) during the months of January 1, 2015 through March 31, 2015 was \$48,359.78; and

WHEREAS, reasonable means of collection have been exhausted against these accounts; and

WHEREAS, the total collection losses written off from the tenant accounts receivable balance is \$48,359.78 which is 2.48% of the total rent and associated charges of \$1,952,039.68 for the 1st quarter of 2015:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director’s decision to write off collection losses of \$48,359.78 from the tenant accounts receivable balance for January 1, 2015 through March 31, 2015 is hereby ratified.

Chairman Valerie McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Rev. Ricky Burgess seconded the motion.

After a brief discussion regarding the resolution:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Ms. Janet Evans, Mr. Peter Kaplan, Mr. Leroy Morgan, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

"NAYS": None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

RESOLUTION NO. 15 of 2015

A Resolution Authorizing the Executive Director or his designee to Settle and Amicably Resolve Certain Actions Brought by Regina Branch, a former Employee of the Housing Authority of the City of Pittsburgh, Seeking the Payment of Workers' Compensation Benefits.

WHEREAS, the Housing Authority of the City of Pittsburgh, (HACP) is required by the Pennsylvania Workers Compensation Act to provide workers compensation coverage to employees for lost wages and medical expenses resulting from work-related injuries and/or work-related illness; and

WHEREAS, Regina Branch a former employee of HACP, filed a workers' compensation action against HACP seeking compensation for lost wages and medical expenses resulting from an alleged work-related injury; and

WHEREAS, HACP desires to settle and resolve the claim to avoid protracted and expensive litigation of said disputed claim; and

WHEREAS, Settlement of the workers' compensation claim will be made in accordance with the provisions of the Pennsylvania Workers' Compensation Act, and this request is made in accordance with applicable federal and state laws and regulations and the procurement policies and procedures of HACP; and

WHEREAS, HACP has determined through consultation with legal counsel that a settlement payment, not to exceed the amount specified herein is reasonable under the circumstances:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. That the Executive Director, or his designee, is hereby authorized to enter into a settlement agreement with Regina Branch under the Pennsylvania Workers' Compensation Act for work-related injury or illness; and

Section 2. The Executive Director, or his designee, is hereby authorized to pay an agreed upon settlement amount, not to exceed \$58,000.00, to Regina Branch, as full and complete settlement and compromise of the claims, wages and medical, filed under the Pennsylvania Workers' Compensation Act.

Chairman Valerie McDonald-Roberts asked for a motion to approve the resolution. Leroy Morgan made a motion to approve the resolution and Janet Evans seconded the motion.

After a brief discussion regarding the resolution:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Ms. Janet Evans, Mr. Peter Kaplan, Mr. Leroy Morgan, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

"NAYS": None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

RESOLUTION NO. 16 OF 2015

A Resolution – Authorizing the Executive Director or his designee to Enter into Indefinite Quantity Task Order Contracts with East Liberty Development Inc. (ELDI) and Amani Christian CDC for Acquisition/Rehabilitation & Turnkey Development of Scattered Sites Units

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) desires to work with community partners in establishing a neighborhood and community revitalization strategy by investing in the development of affordable housing throughout the City of Pittsburgh; and

WHEREAS, HACP deems community partners as being Community Non-profit Development Organizations (CDO), Community Based Organizations (CBO), Faith-Based Organizations (FBO), property owners and/or real estate firms (hereinafter, collectively, “Developer”); and

WHEREAS, preference is given to CDOs/CBOs and FBOs and/or those working in collaboration with partners that have the capacity to produce and sell to HACP scattered sites units and/or further co-develop scattered sites units in partnership with HACP’s instrumentality, Allies and Ross Management and Development Corporation (ARMDC) throughout the city of Pittsburgh over the next five (5) years; and

WHEREAS, on December 10, 2014, HACP advertised a Request for Proposals (RFP) #600-32-14 seeking qualified community partners to provide services for Acquisition/Rehabilitation and Turnkey Development of Scattered Sites Units; and

WHEREAS, on February 17, 2015, HACP received four (4) proposals in response to the RFP for Acquisition/Rehabilitation and Turnkey Development of Scattered Sites Units; and

WHEREAS, under the RFP, HACP may award multiple indefinite quantity task-order based contracts, whereby HACP will authorize the selected Developer(s), during a stated time period, to sell units/acquire and rehab and sell the units to HACP and/or co-develop units on an as-needed basis for a total of up to 50 units; and

WHEREAS, an evaluation committee has completed its evaluation and determined that award should be made to East Liberty Development Inc. (ELDI) and Amani Christian CDC, the highest ranked firms, based on evaluation criteria including, but not limited to, experience, capacity and proposed total development cost per unit; and

WHEREAS, HACP has performed a financial capacity review for East Liberty Development Inc. and Amani Christian CDC, and reference checks for prior work on similar projects and all references indicated that the firms had performed to their satisfaction; and

WHEREAS, the HACP has performed responsiveness and responsibility determinations for ELDI and Amani Christian CDC and that they were determined to be responsive, responsible and qualified; and

WHEREAS, over the next 5 years, public and private resources amounting to approximately \$13.7 million will be used to effectuate the acquisition/rehab, turnkey development and/or co-development of up to 50 scattered sites units; and

WHEREAS, this procurement was conducted in accordance with applicable Federal regulations and the HACP’s procurement policies and procedures:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. That the Executive Director or his designee is hereby authorized to enter into Indefinite Quantity Task Order Contracts with East Liberty Development, Inc. and Amani Christian CDC to acquire/rehab, perform turnkey development and sell the scattered sites units to HACP for a total of up to 50 units throughout the City of Pittsburgh over the next five (5) years and spend MtW funds for units sold to HACP; and

Section 2. That the Executive Director or his designee is hereby further authorized pursuant to said Indefinite Quantity Task Order Contracts with East Liberty Development, Inc. and Amani Christian CDC to be entered into as described in Section 1 hereof to co-develop scattered sites units pursuant to 24 CFR Part 905 with ARMDC on an as-needed basis for the same grand total of up to 50 units throughout the City of Pittsburgh over the next five (5) years through the use of public and private resources with ARMDC negotiating terms, conditions and costs/fees that serve the best interests of HACP and ARMDC; and

Section 3. That the Executive Director or his designee is authorized to initially obligate \$2,000,000.00 of MtW funds to effectuate the acquisition of scattered sites units and/or grant funds to ARMDC to co-develop scattered sites units as authorized herein; and

Section 4. That the Executive Director or his designee is hereby authorized and directed, in the name of and on behalf of HACP to (i) negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as he shall determine to be necessary or desirable in order to effect the acquisition and/or development of scattered sites units and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to effect said acquisition and/or development of scattered sites units contemplated herein.

Chairman Valerie McDonald-Roberts asked for a motion to approve the resolution. Rev. Ricky Burgess made a motion to approve the resolution and Peter Kaplan seconded the motion.

After a brief discussion regarding the resolution:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Ms. Janet Evans, Mr. Peter Kaplan, Mr. Leroy Morgan, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

"NAYS": None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

RESOLUTION NO. 17 of 2015

A Resolution – Authorizing the Executive Director to Amend the Indefinite Quantity Task Order Contracts with various Pre-qualified Vendors for Authority Wide Site Improvements

WHEREAS, in Resolution 7 of 2014, the Board of Commissioners of the Housing Authority of the City of Pittsburgh (HACP) approved award of task order contracts to Joseph Palmerieri Construction Inc. and John Zottola Landscaping, Inc. who were the two (2) highest ranked vendors for the authority-wide site improvements based on their experience; and

WHEREAS, due to costs associated with numerous planned site work projects scheduled to start in 2015, the authorized amount of \$2,000,000.00 is planned to be obligated in 2015; and

WHEREAS, in February 2015, two (2) waterline breaks occurred underneath a section of Somers Drive located at the Bedford family community, and during the waterline repairs it was discovered that subsidence had occurred underneath Somers Drive and the adjacent sidewalk requiring closure of the damaged section of Somers Drive to ensure the safety of the public; and

WHEREAS, both the Pennsylvania Water & Sewer Authority (“PWSA”) and the City of Pittsburgh, Department of Public Works (“DPW”) have indicated that under current regulations, HACP owns the water lines under Somers Drive, and they could not repair HACP’s private lines and the damage caused to the street; and

WHEREAS, the Executive Director has declared an exigency for HACP to move forward to replace the waterlines and repair Somers Drive thus abating the safety threat to our residents and the general public; and

WHEREAS, the scope work to abate the exigency will be performed under HACP’s existing task order contracts with approved funding of up to \$2,000,000.00, but paying for this exigent work out of the task order contracts is likely to impact/stop the implementation of other site work projects scheduled to start during the summer of 2015; and

WHEREAS, in order to implement the exigent work immediately, it has been determined that it is in HACP’s best interests to increase the site work task order contracts budget by \$400,000.00 an equivalent of 20% increase for a new not to exceed site work contracts of \$2,400,000.00:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his designee is hereby authorized to amend the Indefinite Quantity Task Order Contracts with Joseph Palmerieri Construction Inc. and John Zottola Landscaping, Inc. as pre-qualified vendors for authority wide site improvements by increasing the contract amount by \$400,000.00 to allow for the performance of the exigent work at Bedford Dwellings; and

Section 2. The HACP 2015 Budget approved in Resolution 33 of 2014 is hereby amended to add \$400,000.00 from HACP’s reserves to be utilized to increase the Indefinite Quantity Task Order Contracts; and

Section 3. The new not-to-exceed amount of the Indefinite Quantity Task Order Contracts with Joseph Palmerieri Construction Inc. and John Zottola Landscaping, Inc. shall be increased by \$400,000.00 for a new aggregate not to exceed amount of \$2,400,000.00 to be paid from MtW.

Chairman Valerie McDonald-Roberts asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution and Leroy Morgan seconded the motion.

After a brief discussion regarding the resolution:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Ms. Janet Evans, Mr. Peter Kaplan, Mr. Leroy Morgan, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

"NAYS": None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

BOARD RESOLUTION NO. 18 OF 2015

A Resolution Authorizing the Executive Director or his designee To Enter into a General Construction Contract with Graciano Corporation for Balcony Structural Restoration at Northview Heights High-rise

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is in its best interests to perform Structural Restoration of Balconies at the Northview Heights High-rise and to include provisions for four (4) years of as needed Structural Inspections/Maintenance to maintain the safety and integrity of the building; and

WHEREAS, in recent years, the exposed Northview High-rise balconies have experienced accelerated wear/tear and begun to deteriorate at an accelerated rate; and

WHEREAS, on July 29, 2014, HACP issued a Task Order to Loysen + Kreuthmeier Architects, to design the appropriate efforts necessary for the Structural Restoration of Balconies at the Northview Heights High-rise; and

WHEREAS, completion of the bid documents was delayed as the design team was redirected to assist HACP to implement emergency actions to safeguard the residents, HACP employees and the general public, and to modify the preliminary designs based on continuing deterioration of conditions; and

WHEREAS, on March 15, 2015, HACP advertised Invitation for Bids (IFB) #600-04-15 for the 2015 Base Year Structural Restoration of Balconies at the Northview Heights High-rise, and

Four (4) Year Annual Maintenance having discovered through multiple inspections that the balcony's structural integrity was deteriorating at an alarming rate; and

WHEREAS, on April 17, 2015, HACP received four (4) bids for the base year Structural Restoration of Balconies at Northview Heights High-rise and four (4) year annual inspection/maintenance in response to the Invitation for Bids; and

WHEREAS, Graciano Corporation submitted the low responsive and responsible bid in the amount of \$1,360,764.00 which is 94% of the independent cost estimate (ICE) of \$1,450,000.00 for the 2015 Base Year Balcony Structural Restoration work and performance of Structural Inspections/Maintenance work on an as needed basis over a period of four (4) years, and it has been determined that Graciano is a responsible bidder with the requisite experience and capacity to execute this work; and

WHEREAS, this procurement was performed in accordance with applicable State and Federal regulations and the procurement policies and procedures of the Housing Authority of the City of Pittsburgh.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1: The Executive Director or his designee is hereby authorized to enter into a general construction contract with Graciano Corporation in the aggregate not to exceed amount of \$1,360,764.00 for the performance of the 2015 Base Year Structural Balcony Restoration work at the Northview Heights High-rise and performance of Structural Inspections/Maintenance work on an as needed basis over a period of four (4) years to ensure the continuing safety of HACP's residents, employees and the general public; and

Section 2: The HACP 2015 Budget approved in Resolution 33 of 2014 is hereby amended to add \$1,360,764.00 from HACP's reserves to be utilized for the 2015 Base Year Structural Balcony Restoration work at the Northview Heights High-rise and performance of Structural Inspections/ Maintenance work on an as needed basis over a period of four (4) years; and

Section 3: The amount of the contract shall be paid from MTW Funds

Chairman Valerie McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Rev. Ricky Burgess seconded the motion.

After a brief discussion regarding the resolution:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Ms. Janet Evans, Mr. Peter Kaplan, Mr. Leroy Morgan, Ms. Valerie McDonald-Roberts and Rev. Ricky Burgess.

“NAYS”: None

Chairman McDonald-Roberts then declared the motion carried and the resolution approved.

EXECUTIVE REPORT: Executive Director Binion gave a brief report on the status of the Housing Authority and the status of CNIG and North View Height’s future.

There being no further discussion, Chair, McDonald-Roberts, asked for a motion to adjourn the meeting. Janet Evans made a motion to adjourn the meeting and Leroy Morgan seconded the motion.


The “Ayes” and “Nays” were as follows:

“AYES”: Janet Evans, Valerie McDonald-Roberts, Peter Kaplan
Rev. Ricky Burgess and Leroy Miller.

“NAYS”: None

Valerie McDonald-Roberts declared the motion carried and the meeting adjourned.

The meeting was adjourned at 11:00 a.m.



Recording Secretary