

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
Thursday, APRIL 28, 2016
200 Ross Street
13th Floor Wherrett Room
Pittsburgh, PA 15219

The Housing Authority of the City of Pittsburgh (HACP) held a regular Board meeting on Thursday, April 28, 2016 at 200 Ross Street; 13th Floor, Wherrett Room, Pittsburgh, Pennsylvania 15219 at 10:30 a.m.

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

Next, the Chairwoman noted that the Board members had previously received a copy of the March 26, 2016 Board Meeting Minutes and asked for a motion to approve the minutes. Peter Kaplan made a motion to approve the minutes and Richard Butler seconded the motion.

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

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan.

“NAYS”: None

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

Next the Chair noted that the board received a copy of the Activity Report.

David Weber, COO, gave a brief statement on the activity report. Ms. McDonald-Roberts asked for a motion to approve the Activity Report. Enid Miller made a motion and Peter Kaplan seconded the motion to approve the Activity Report, after which a vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan.

“NAYS”: None

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

There being no speakers or comments, Ms. McDonald-Roberts introduced the following resolutions:

RESOLUTION NO. 15 OF 2016

A Resolution - Authorizing the Executive Director or his designee to enter into a contract with Pittsburgh Property Maintenance for Grass Cutting and Landscaping Authority Wide with Resident Participation and Training

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is responsible for landscaping and grass cutting service at HACP locations; and

WHEREAS, on February 15, 2016 the HACP issued an Request for Proposal for Grass Cutting and Landscaping Authority Wide with Resident Participation and Training at HACP; and

WHEREAS, on March 8, 2016, HACP received four (4) responses to the Request for Proposals; and

WHEREAS, Pittsburgh Property Maintenance received the highest score of the proposals submitted; and

WHEREAS, this procurement was conducted in accordance with all applicable federal, state and local procurement rules and 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 contract with Pittsburgh Property Maintenance to provide Landscaping and Grass Cutting Authority Wide with Resident Participation and Training for a one (1) year initial term, with one (1) one-year extension option; and

Section 2. The total two year amount of the contract shall not exceed \$1,815,950.00 to be funded by Moving To Work (MTW) funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Enid Miller made a motion to approve and Richard Butler seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. As there was no discussion:

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

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan

“NAYS”: None

Chair McDonald-Roberts declared the motion carried and the resolution approved.

RESOLUTION NO. 16 OF 2016

A Resolution - Authorizing the Executive Director or his designee to enter into a Professional Services Contracts with ATI Development for Hazardous Materials Removal for the 24 Apartment Modernization Project at Northview Heights

WHEREAS, the removal of hazardous materials is a necessary part of the 24 apartment Modernization Project at the Northview Heights Community; and

WHEREAS, on March 7, 2016, the Housing Authority of the City of Pittsburgh (HACP) issued Invitation For Bids IFB #30-21-16 seeking qualified firms to perform Hazardous Materials Removal at Various Units at Northview Heights; and

WHEREAS, on March 29, 2016 HACP received two (2) bids for Hazardous Materials Removal Work in response to the IFB; and

WHEREAS, ATI Development submitted the lowest responsive, responsible bid for hazardous material removal at Northview Heights; and

WHEREAS, this procurement was conducted in accordance with applicable federal, state and local laws and 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 contract with ATI Development in an amount not-to-exceed \$178,686.00; and

Section 2. The contract is to be paid from Moving To Work (MTW) funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Richard Butler made a motion to approve and Leroy Morgan seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. As there was no discussion:

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

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan.

“NAYS”: None.

Chair McDonald-Roberts declared the motion carried and the resolution approved.

RESOLUTION NO. 17 of 2016

A Resolution - Authorizing the Executive Director to Award and Enter Into a Contract with Guton Corporation for the Purchase and Installation of Windows for 12 apartments as part of the Northview Apartment Modernization Project at the Northview Heights Community

WHEREAS, the purchase and installation of windows is required as part of the Northview Apartment Modernization Project; and

WHEREAS, on March 6, 2016, HACP issued IFB # 300-16-18 for the purchase and installation of windows in 12 units at Northview Heights; and

WHEREAS, on March 29, 2016, the Housing Authority of the City of Pittsburgh (HACP) received three (3) bids in response to the Invitation for Bids; and

WHEREAS, Guton Corporation provided the lowest responsive, responsible bid for the purchase and installation of windows at Northview Heights; and

WHEREAS, the procurement was conducted in accordance with applicable federal, state and local laws and 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 contract with Guton Corporation for the purchase and installation of windows at Northview Heights in an amount of \$70,432.00; and

Section 2. The total amount shall be payable from Moving To Work (MTW) funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve and Leroy Morgan seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. As there was no discussion:

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

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan.

“NAYS”: None.

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

RESOLUTION NO. 18 OF 2016

A Resolution - Authorizing the Executive Director or his designee to enter into a Contract with TAG Associates, Inc. for Technical Accounting Consulting Services for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that Technical Accounting Consulting Services work is necessary; and

WHEREAS, beginning January 25, 2016 the Authority issued Requests for Proposals #150-04-16 seeking qualified firms to provide Technical Accounting Consulting Services; and

WHEREAS, on February 12, 2016, the Authority received 3 proposals for Technical Accounting Consulting Services in response to the RFP; and

WHEREAS, TAG Associates, Inc. was the highest ranked firm based on their experience and capacity; and

WHEREAS, the Authority has performed a financial capacity review for TAG Associates, Inc. and reference check of the firm's prior work on similar projects and all references indicated that the firm had performed to their satisfaction; and

WHEREAS, the Authority has performed responsiveness and responsibility determinations for the selected firm, and the firm was determined to be a responsive, responsible and qualified firm; and

WHEREAS, this procurement was conducted in accordance with applicable federal, state and local procurement rules and 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 Technical Accounting Consulting Service Contract with TAG Associates, Inc. for a period of 3 years with 2 one-year options to extend at the discretion of the Housing Authority of the City of Pittsburgh for a maximum of 5 years in an amount not to exceed \$1,107,720.00; and

Section 2. The contract is to be paid from Moving To Work (MTW) funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Leroy Morgan made a motion to approve and Richard Butler seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. As there was no discussion:

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

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan.

“NAYS”: None.

Chair McDonald-Roberts declared the motion carried and the resolution approved.

EXECUTIVE REPORT: Mr. Binion addressed the board and spoke briefly regarding the reports that were previously provided to the board.

NEW BUSINESS: There was no new business.

AJOURNMENT:

Valerie McDonald-Roberts, Chair, asked for a motion to adjourn the meeting. Enid Miller made a motion to adjourn the meeting and Peter Kaplan seconded the motion. The “AYES” and “NAYS” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan.

“NAYS”: None.

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

The meeting adjourned at 11:30 a.m.

Recording Secretary