

**Housing Authority of the City of Pittsburgh**  
**BOARD OF COMMISSIONERS**  
**MEETING MINUTES**  
**JUNE 25, 2020**  
**VIA ZOOM CONFERENCING**

The Housing Authority of the City of Pittsburgh (HACP) held a regularly scheduled Board meeting on Thursday, June 25, 2020 via ZOOM conferencing. The meeting began @ 10:30 a.m.

Valerie McDonald-Roberts chaired the meeting and called the meeting to order. The Commissioners in attendance at that time were: Valerie McDonald-Roberts, Enid Miller, Peter Kaplan, Alex Laroco and Janet Evans, Rev. Rick Burgess, and Cheryl Gainey were not in attendance at the time of roll call.

Next, the Chair noted that the Board members previously received a copy of the May 28, 2020 Board Meeting Minutes and asked for a motion to approve the minutes. Janet Evans made a motion to approve the minutes and Peter Kaplan seconded the motion.

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

“AYES”: Peter Kaplan, Enid Miller, Janet Evans, Alex Laroco  
and Valerie McDonald-Roberts.

“NAYS”: None

The Chair declared the motion carried and the minutes approved.  
At this time Rev. Rick Burgess joined the meeting.

Valerie McDonald-Roberts asked for a motion to approve the previously received Activity Reports for May 2020. Enid Miller made a motion to approve the Activity Report and Janet Evans seconded the motion.

Michelle Sandidge, Chief Communications Officer, spoke about the recent activities of the agency and its response to the COVID19 pandemic. Check out [hacp.org/covid-19](http://hacp.org/covid-19) for more information. Mrs. Sandidge also spoke regarding the safety measures and PPE that HACP has initiated, resident wellness checks, educational initiatives with the Heinz endowments and the nine NAHRO awards that HACP just received.

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

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

“NAYS”: None

The Chair declared the motion carried and the Activity Report approved.

Next Chair, McDonald-Roberts next stated that there were no public comments.

Next, Chair, Valerie McDonald-Roberts introduced the Resolutions:

**RESOLUTION No. 22 of 2020**

**A Resolution - Authorizing the Executive Director or his Designee to Award a Contract to Integrated Power Supplies International Inc. for the purchase of Emergency Generators for Specific Sites for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, when necessary, the Housing Authority City of Pittsburgh (HACP) purchases emergency generators to provide automatic backup power in Communities to serve the residents and families during a power outage; and

**WHEREAS**, the HACP needs to provide power using Liquid Petroleum (LP) or natural gas fuel supplies that kick in automatically, within seconds of determining power loss, and runs for as long as necessary until utility power returns; and

**WHEREAS**, on May 1, 2020 the HACP received a proposal for the purchase of a seven (7) emergency generators; and

**WHEREAS**, Integrated Power Supplies International Inc. submitted an approved proposal; 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 HACP.

**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 for the purchase of seven (7) New Generators; and

**Section 2.** The total one-time purchase in the amount of \$53,825.00 shall be payable from Program Income, Moving to Work (MTW) funds and / or COVID19 funds.

Chair, McDonald-Roberts, asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Janet Evans seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

**RESOLUTION No. 23 of 2020**

**A Resolution - Authorizing the Executive Director or his Designee to Award a Contract for Emergency Generator and Fire Pump Maintenance and Repair Authority-Wide with Penn Power Systems (Contractor) for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, emergency generator and fire pump maintenance and repair are necessary to ensure the safety of residents of the Housing Authority of the City of Pittsburgh (HACP) and meet City of Pittsburgh code requirements; and

**WHEREAS**, on March 9, 2020 the HACP issued Invitations for Bids (IFB) #300-09-20 seeking qualified companies to provide HACP Emergency Generator and Fire Pump Maintenance and Repair Authority wide; and

**WHEREAS**, the HACP received two (2) bids in response to the IFB; and

**WHEREAS**, Penn Power Systems submitted the lowest responsive, responsible bid; 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 HACP.

**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 enter into contract in the amount not to exceed \$58,090.00 with Penn Power Systems for the emergency generator and fire pump maintenance and repair authority wide for the initial term of three (3) years with two (2) one (1) years options to extend, for a total of five (5) years; and

**Section 2.** The total amount of \$58,090.00 shall be payable from the Program income and/or Moving to Work (MTW) funds.

Chair, McDonald-Roberts, asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution and Rev. Ricky Burgess seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

**RESOLUTION No. 24 of 2020**

**A Resolution - Authorizing the Executive Director or his Designee to Award a Contract to McGhee and Associates LLC to provide Answering Services Authority-Wide for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) needs after-hours emergency answering services to answer tenant related maintenance calls; and

**WHEREAS**, on April 27, 2020, the HACP advertised Invitation for Bids (IFB)# 300-16-20, Answering Services, Authority-Wide; and

**WHEREAS**, the HACP received six (6) bids in response to the IFB; and

**WHEREAS**, McGhee and Associates LLC submitted the lowest responsive, responsible bid; 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 HACP.

**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 enter into a contract in the amount of \$129,000.00 with McGhee and Associates LLC to provide Answering Services Authority-Wide for three (3) years with two (2) one (1) year extension options; and

**Section 2.** The total five (5) year authorized amount of \$129,000 shall be payable from Moving to Work (MTW) Funds and/or program income.

Chair, McDonald-Roberts, asked for a motion to approve the resolution. Alex Laroco made a motion to approve the resolution and Janet Evans seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

## RESOLUTION No. 25 of 2020

**A Resolution authorizing the Executive Director or his Designee to execute a legal settlement agreement with the Department of Housing and Urban Development to resolve the litigation filed in the United States Court of Federal Claims at Case No. 17-1804C**

**WHEREAS**, Congress and the U.S. Department of Housing and Urban Development (HUD) took action that reduced the public housing operating subsidy for calendar year 2012 received by the Housing Authority of the City of Pittsburgh (HACP) by an “allocation adjustment;” and

**WHEREAS**, HACP believed that the 2012 allocation adjustment was a breach of the Moving to Work Agreement (MTW Agreement) between HACP and the United States, acting through HUD; and Otto J. Hetzel, Esq. (Legal Counsel); and

**WHEREAS**, Legal Counsel had extensive experience in the public housing program administered by HUD, and in 2017 completed successful litigation in the United States Court of Federal Claims (Claims Court) in which the Claims Court decided that the 2012 allocation adjustment was a breach of the public housing annual contributions contracts (ACC) between HUD and other housing authorities as well as successful litigation in Claims Court involving a breach of the MTW Agreement between HUD and other MTW housing authorities; and

**WHEREAS**, HACP retained Legal Counsel to pursue litigation in the United States Court of Federal Claims against HUD under a Contingent Fee Agreement such that if there were not a recovery HACP would not be obligated to pay any fees or costs and if there was a monetary recovery on Authority’s behalf, whether by judgment, settlement or otherwise, then Legal Counsel’s fees would be fifteen percent (15%) of the total recovery; and

**WHEREAS**, on November 16, 2017, HACP, along with six (6) other Housing Authorities, filed a claim against HUD at Case Number 17-1804C (the Litigation) alleging that the 2012 operating subsidy reduction was a breach of the MTW contract; and

**WHEREAS**, the parties entered into negotiations designed to amicably resolve HACP’s claim and HUD has offered a settlement that will pay HACP \$3,518,618; and

**WHEREAS**, In light of the uncertainty of the outcome of the Litigation, Legal Counsel has recommended that HACP accept this settlement offer and approve the Settlement Agreement; and

**WHEREAS**, HACP, after consultation with its Legal Counsel, desires to settle the Litigation in accordance with the terms of the Settlement Agreement.

**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 authorized to execute the attached Settlement Agreement to resolve the litigation filed in the United States Court of Federal Claims at Case No. 17-1804C; and

**Section 2:** The Executive Director or his Designee is authorized to pay Legal Counsel the sum of fifteen percent (15%) of the actual monetary recovery received by HACP; and

**Section 3:** The funds to pay Legal Counsel will be from the actual monetary recovery paid to HACP under the Settlement Agreement and are classified as non-federal funds.

Chair, McDonald-Roberts, asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Janet Evans seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 26 of 2020**

#### **A Resolution - Authorizing the Issuance of Grant Funds to Allies & Ross Management and Development Corporation and/or its Affiliates for the Glen Hazel Rental Assistance Demonstration Redevelopment**

**WHEREAS**, on September 27, 2018, the Board of Commissioners of the Housing Authority of the City of Pittsburgh (HACP) approved Board Resolution 49 of 2018 to authorize the conversion of its Glen Hazel communities to the U.S. Department of Housing and Urban Development’s Rental Assistance Demonstration (RAD) program; and

**WHEREAS**, the Glen Hazel RAD development consists of the occupied rehabilitation of 225 rental units (Glen Hazel RAD); and

**WHEREAS**, the owner / developer of the Glen Hazel RAD development are affiliates of the HACP’s development instrumentality, Allies & Ross Management and Development Corporation (ARMDC); and

**WHEREAS**, rehabilitation construction activities of the Glen Hazel RAD units were suspended on March 20, 2020 due to the Governor of Pennsylvania’s shutdown of all non-essential businesses due to the COVID-19 pandemic; and

**WHEREAS**, construction resumed on May 1, 2020 after a six week COVID-19 shutdown, and the revised construction completion date has been extended to September 2020, adding an additional eighteen (18) weeks to the original construction schedule; and

**WHEREAS**, the construction delay has resulted in increased costs related to the provision of construction management contract services with ProCon, Inc.; and

**WHEREAS**, the HACP will provide a recoverable grant for the ARMDC to pay for the additional construction management services needed to completion the construction rehabilitation; and

**WHEREAS**, the ARMDC will repay the grant fund to the HACP with the developer fee it will receive upon completion of construction in accordance with the operating agreement that governs the project.

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

**Section 1.** The Housing Authority of the City of Pittsburgh (HACP) is authorized to grant funds to Allies & Ross Management and Development Corporation (ARMDC) or its affiliates in an amount not-to-exceed \$57,407.71 to defray costs associated with the Covid-19 induced construction delay.

**Section 2.** The Executive Director or his Designee is hereby authorized to enter into a recoverable grant agreement between the HACP and ARMDC or its affiliates in an amount not-to-exceed \$57,407.71.

**Section 3.** The Executive Director or his Designee is hereby authorized and directed to take such other actions, from time to time, that are necessary, advisable or proper in connection with this Resolution including, without limitation, the execution and delivery of all agreements, writings and documents (and all amendments, changes, modifications and additions thereto).

**Section 4.** The source of funds to cover the costs associated with the resolution will be Program Income, Moving to Work (MTW) and / or COVID19 funds.

Chair, McDonald-Roberts, asked for a motion to approve the resolution. Alex Laroco made a motion to approve the resolution and Janet Evans seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

## **RESOLUTION No. 27 of 2020**

### **A Resolution – Authorizing the Executive Director or his Designee to Issue Conditional Commitments of Project Based Voucher and Gap Financing for the 2019 Request for Proposal**

**WHEREAS**, The Housing Authority of the City of Pittsburgh (HACP) has utilized the Project-Based Voucher (PBV) plus Gap Financing (PBV/Gap Financing) program as a gap financing tool, designed to bridge fiscal gaps experienced by private developers/owners of affordable housing in the City of Pittsburgh; and

**WHEREAS**, the HACP has selected its instrumentality, Allies & Ross Management and Development Corporation (ARMDC), to perform certain development activities which include the management and implementation of the PBV/Gap Financing program as a Local Non-Traditional Development (LNTD) program in accordance with the U.S. Department of Housing and Urban Development’s (HUD) Moving to Work (MTW) program; and

**WHEREAS**, on December 30, 2019, the HACP issued a Request for Proposal (RFP) 600-39-19 for PBV/Gap Financing for Mixed-Finance Development (2019 Gap Financing), and on January 31, 2020, received six (6) proposals; and

**WHEREAS**, on April 23, 2020, the HACP Board Resolution No. 17 of 2020 authorized the Executive Director or his Designee to negotiate with the owner/developers who have submitted a 2019 Gap Financing proposal and are in good standing with the HACP and the ARMDC; and

**WHEREAS**, the Executive Director has determined that five (5) of the 2019 Gap Financing RFP proposals and their owner/developers are in good standing with the HACP and the ARMDC (Potential Proposals) and the HACP should provide them with conditional commitment letters of PBV/Gap Financing resources in order for the owner/developers of the Potential Proposals to prepare due diligence items (such as environmental review, updated investment commitment letters, and LNTD proposal package) pursuant to the 2019 Gap Financing RFP timeline and MTW LNTD underwriting and regulatory requirements; and

**WHEREAS**, the potential proposals that will receive the HACP’s conditional commitment letters are as follows:

<b>Name of Developer</b>	<b>Development Name</b>	<b>HACP Gap Financing Requested</b>	<b>Number of Proposed PBV Units</b>
Action Housing, Inc.	Highland-Stanton Apartments	\$1,800,000	23
The Community Builders, Inc.	Gladstone Residences	\$600,000	20
TREK Development Group, Inc.	Harvard Beatty Street Housing	\$0.00	8
Hazelwood Initiative, Inc.	Hazelwood Phase I	\$481,000	8
Bridging the Gap Development, Inc.	Fifth and Dinwiddie Redevelopment	\$2,000,000	23
<b>Totals</b>		<b>\$4,811,000</b>	<b>82</b>

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

**Section 1.** The Executive Director or his Designee is hereby authorized to issue the HACP’s PBV/Gap Financing conditional commitment letters to five (5) potential proposals of the 2019 Gap Financing RFP as identified in this board resolution.



**Section 2.** The rental subsidy for PBV units will be funded by the HACP’s Housing Choice Voucher (HCV) program; and Gap Financing will be paid from program income and/or Moving to Work (MTW) funds.

Chair, McDonald-Roberts, asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Enid Miller seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 28 of 2020**

#### **A Resolution – Authorizing the Executive Director or his Designee to Enter into a Demolition Contract with Pro-Quality Land Development for Hamilton-Larimer, AMP-39**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is in the best interest of the Agency to demolish the existing buildings at Hamilton-Larimer pursuant to the demolition approval as part of the Choice Neighborhoods Implementation Grant (CNIG) program (Project); and

**WHEREAS**, on March 22, 2020, the HACP advertised an Invitation for Bids (IFB) #600-15-20 and on June 9, 2020, the HACP received six (6) bids for the Project; and

**WHEREAS**, Pro-Quality Land Development is the lowest, responsive, and responsible bidder with a bid amount of \$658,000.00; 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 HACP.

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

**Section 1.** The Executive Director or his Designee is hereby authorized to enter into a demolition contract in an amount not to exceed \$658,000.00 with Pro-Quality Land Development for the Project; and

**Section 2.** The total amount of the contract shall be paid from Program Income, Moving To Work (MTW), Choice Neighborhood Implementation (CNI) and/or COVID19 funds.

Chair, McDonald-Roberts, asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Janet Evans seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

There were no more resolutions.

**EXECUTIVE REPORT:** The Board has previously received a copy of the Operations, Activity and Executive Reports. Mr. Binion saluted the staff for all of their hard work during the COVID19 crisis. He also spoke about how the HACCP stepped up to the task of being prepared for the crisis and working hard to make sure all staff and especially residents were/are taken care of as they have come to expect.

**NEW BUSINESS:** There was no new business.

**AJOURNMENT:** The Chair asked for a motion to adjourn the meeting. Enid Miller made motion to adjourn and Janet Evans seconded the motion.

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

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

“NAYS”: None

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

Recording Secretary

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