

**THE HOUSING AUTHORITY OF THE CITY OF PITTSBURGH**  
**BOARD MEETING**  
**APRIL 22, 2021**  
**AGENDA**

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1. **Roll Call.**
2. **Motion to Approve the March 25, 2021, Housing Authority of the City of Pittsburgh Board of Commissioners Meeting Minutes.**
3. **Motion to Approve the Previously Received Activity Report for March 2021.**
4. **Acknowledgement of Public Comments.**
5. **Resolution No. 15 of 2021 - Approving the Utility Allowance Schedule for 2021.**
6. **Resolution No. 16 of 2021 – Authorizing the Executive Director or his Designee to Award Task Order based contracts to Terminix International L.P., LWY & Associates LLC, Atmos Solutions and Modo Cleaning Services for Electrostatic Cleaning and Disinfection of all HACCP properties for the Housing Authority of the City of Pittsburgh.**
7. **Resolution No. 17 of 2021 - Ratifying the Executive Director’s Decision to Write-Off Collection Losses in the Amount of \$24,087.49 from Tenant Accounts Receivable for the months of January 2021 through March 2021.**
8. **Resolution No. 18 of 2021 - Adopting an Updated Housing Authority of the City of Pittsburgh Employee Handbook.**
9. **Resolution No. 19 of 2021 - Authorizing the Executive Director or his Designee to increase the contract amount to the AM-Guard contract or the Housing Authority of the City of Pittsburgh.**
10. **Resolution No. 20 of 2021 - Authorizing the Executive Director or his Designee to Enter into a Plumbing Construction Contract with Wheels Mechanical Contracting & Supplier, Inc. for the Build-Out at 412 Boulevard of the Allies, AMP #99.**
11. **Resolution No. 21 of 2021 Authorizing the Executive Director or his Designee to Enter into a Mechanical Construction Contract with East West Manufacturing & Supply Co., Inc. for the Build-Out at 412 Boulevard of the Allies, AMP #99.**
12. **Resolution No. 22 of 2021 - Authorizing the Executive Director or his Designee to Enter into an Electrical Construction Contract with Bronder Technical Services, Inc. for the Build-Out at 412 Boulevard of the Allies, AMP #99.**

- 13. A Resolution No. 23 of 2021 – Authorizing the Executive Director or his Designee to Enter into a General Construction Contract with Liokareas Construction Company, Inc. for the Build-Out at 412 Boulevard of the Allies, AMP #99.**
- 14. Executive Report.**
- 15. New Business.**
- 16. Adjournment.**

**Board Meeting  
April 22, 2021  
Agenda Item No. 5**

**RESOLUTION No. 15 of 2021**

**A Resolution – Approval of the Utility Allowance Schedule for 2021**

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) requires that Public Housing Authorities (PHAs) maintain up-to-date utility allowance schedules in accordance with 24 CFR 965.507; and

**WHEREAS**, PHAs must establish utility allowance schedules based upon the typical cost of utilities and services paid by energy conservative households that occupy housing of similar size and type in the same locality; and

**WHEREAS**, PHAs must appropriately classify utilities and services into categories defined by HUD; and

**WHEREAS**, PHAs must review their utility allowance schedule each year; and

**WHEREAS**, PHAs must revise any allowance for a utility category if there has been a change of ten percent (10%) or more in the utility rate since the last time the utility allowance schedule was revised; and

**WHEREAS**, the Housing Authority of the City of Pittsburgh's (HACP), Low-Income Public Housing Program (LIPH) in order to meet federal guidelines and requirements, contracts with a utility consultant and revises its allowances each year to reflect the most up to date cost; and

**WHEREAS**, the HACP recommends the adoption of proposed Utility Allowance Schedule, attached hereto as Exhibit A.

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

**Section 1.** The proposed Utility Allowance Schedule is hereby adopted, subject to HUD approval, if required; and

**Section 2.** The Executive Director of the HACP is hereby authorized to update the Utility Allowance Schedule effective May 1, 2021.

**Section 3.** The amount designated shall be paid from program income and/or Moving To Work (MTW) funds.

**EXHIBIT A: The effective date of the new allowance will be May 1, 2021.**

<b>Bedroom Size</b>	<b>Row/Town house</b>	<b>Detached House</b>	<b>New Construction All Gas*</b>	<b>New Construction All Electric*</b>	<b>Manchester Row/Town house</b>	<b>Manchester Apt. Ph 3</b>	<b>Manchester Row/Town house</b>	<b>East Liberty Scattered Sites Row/Town house</b>	<b>East Liberty Scattered Sites Detached</b>
1	N/A	N/A	N/A	N/A	\$112	N/A	\$149	N/A	N/A
2	\$118	\$138	\$122	\$170	\$131	\$107	\$182	N/A	N/A
3	\$137	\$164	\$142	\$204	\$155	N/A	\$213	\$150	\$203
4	\$150	\$180	\$162	\$235	\$172	N/A	\$242	N/A	N/A
5	N/A	N/A	N/A	\$264	N/A	N/A	N/A	N/A	N/A

**\*Low-Income Public Housing (LIPH) Scattered Site units built from 2010 to present.**

**Board Meeting  
April 22, 2021  
Agenda Item No. 6**

**RESOLUTION No. 16 of 2021**

**A Resolution - Authorizing the Executive Director or his Designee to Award Task Order-Based Contracts to Terminix International L.P., LWY & Associates LLC, Atmos Solutions and Modo Cleaning Services for Electrostatic Cleaning and Disinfection of all HACP properties for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, when necessary, the Housing Authority City of Pittsburgh (HACP) cleans and disinfects apartments as well as the HACP facilities in all of the HACP communities; and

**WHEREAS**, the contracted companies are utilized to perform Electrostatic Cleaning and disinfection of the HACP Properties; and

**WHEREAS**, on January 6, 2021, the HACP issued Invitation for Bids (IFB) #250-02-21 seeking qualified firms for Electrostatic Cleaning and Disinfection of all HACP property authority-wide; and

**WHEREAS**, the HACP received seven (7) bids in response to the IFB; and (1) vendor withdrew the bid; and

**WHEREAS**, the HACP desires to award contracts to various contractors on a task order basis to perform services for Electrostatic Cleaning and Disinfection of the HACP properties authority-wide; 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 task order-based contracts with Terminix International L.P., LWY & Associates LLC, Atmos Solutions and Modo Cleaning Services for Electrostatic Cleaning and Disinfection of all HACP properties; and

**Section 2.** The maximum amount approved by this resolution for the sum of all contracts entered into for an initial term of three (3) years, with two (2) one (1) year extension options, for a total of five (5) years, is a not to exceed amount of \$400,000; and

**Section 3.** The amount shall be paid from program income and/or Moving to Work (MTW) funds.

**Board Meeting  
April 22, 2021  
Agenda Item No. 7**

**RESOLUTION No. 17 of 2021**

**A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$24,087.49 from Tenant Accounts Receivable for the Months of January 2021 through March 2021**

**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 2021 through March 2021 is \$24,087.49, and

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

**WHEREAS**, the total collection losses written off from the Tenant Accounts Receivables (TARs) balance is \$24,087.49 which is 1.23% of the total rent and associated charges of \$1,951,594.83 for the 1<sup>st</sup> quarter of 2021.

**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 \$24,087.49 from the Tenant Accounts Receivables (TARs) balance for January 1, 2021 through March 31, 2021 is hereby ratified.

**Board Meeting  
April 22, 2021  
Agenda Item No. 8**

**RESOLUTION No. 18 of 2021**

**A Resolution - Adopting an Updated Housing Authority of the City of Pittsburgh  
Employee Handbook**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) is required to comply with all applicable federal, state and local laws, rules, regulations and guidelines; and

**WHEREAS**, the HACP has determined that certain updates to the current Employee Handbook, are necessary to improve clarity of the Employee Handbook and maintain continued compliance with applicable federal, state and local laws, rules, regulations and guidelines.

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

**Section 1:** The updated HACP Employee Handbook, referenced above, is hereby adopted in its entirety, and replaces the Employee Handbook which was previously approved pursuant to Resolution Number 30 of July, 2012.

**RESOLUTION No. 19 of 2021**

**A Resolution - Authorizing the Executive Director or his Designee to increase the contract amount to AM-Gard, guard contract for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, AM-Gard was awarded a three (3) year contract in October of 2017 by the Housing Authority of the City of Pittsburgh (HACP) in the amount of \$3,581,139 to provide unarmed security for seven (7) high-rises; and

**WHEREAS**, as a result of COVID-19 pandemic, the HACP began remote work on or about March 17, 2020; and

**WHEREAS**, remote work caused a need for increased security services to monitor front and back doors in Murray Towers and Caligiuri Plaza high-rise communities. The standard guard service was increased from 16 to 24 hours each day, 7 days a week, in both of the stated buildings, which caused the HACP to exceed the above-stated budget; and

**WHEREAS**, as the invoice calculations were being prepared for close-out, seven (7) invoices were inadvertently not included in the projected calculations; and

**WHEREAS**, the current contract ended on February 28, 2021, and additional funds in an amount not to exceed \$30,000 are needed to pay the remaining invoices for this contract.

**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 increase the current AM-Gard contract by an amount not to exceed \$30,000.00 for outstanding invoices to close-out the existing contract; and

**Section 2.** The authorized amount shall be payable from the Program Income, Moving to Work (MTW) funds and/or COVID funds.



**Board Meeting  
April 22, 2021  
Agenda Item No. 10**

**RESOLUTION No. 20 of 2021**

**A Resolution – Authorizing the Executive Director or his Designee to Enter into a Plumbing Construction Contract with Wheels Mechanical Contracting & Supplier, Inc. for the Build-Out at 412 Boulevard of the Allies, AMP #99**

**WHEREAS**, The Housing Authority of the City of Pittsburgh (HACP), the Urban Redevelopment Authority (URA) and the City of Pittsburgh (City), purchased the building located at 412 Boulevard of the Allies in Pittsburgh, Pennsylvania to be used as administrative office space; and

**WHEREAS**, The HACP has determined the need for plumbing construction to complete the build-out and eventual occupancy of 412 Boulevard of the Allies (Project); and

**WHEREAS**, The HACP has retained AE7 Pittsburgh, LLC to define the appropriate scope of work for the Project; and

**WHEREAS**, on January 3, 2021, the HACP advertised Invitation for Bids (IFB) #600-01-21 seeking qualified vendors for the Project, and on March 23, 2021, the HACP received four (4) bids in response to the IFB; and

**WHEREAS**, Wheels Mechanical Contracting & Supplier, Inc. is the lowest responsive and responsible plumbing construction bidder with a bid amount of \$270,900; and

**WHEREAS**, this procurement was conducted in accordance with applicable federal, state and local procurement rules and 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 that:

**Section 1.** The Executive Director or his Designee is hereby authorized to enter into a Plumbing Construction contract in the total amount of \$270,900 with Wheels Mechanical Contracting & Supplier, Inc. for the Project; and

**Section 2.** The total amount of the contract shall be paid from Moving To Work (MTW) funds, proceeds from the City's General Obligation Note, and/or program income.

**Board Meeting  
April 22, 2021  
Agenda Item No. 11**

**RESOLUTION No. 21 of 2021**

**A Resolution – Authorizing the Executive Director or his Designee to Enter into a Mechanical Construction Contract with East West Manufacturing & Supply Co., Inc. for the Build-Out at 412 Boulevard of the Allies, AMP #99**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP), the Urban Redevelopment Authority (URA) and the City of Pittsburgh (City), purchased the building located at 412 Boulevard of the Allies in Pittsburgh, Pennsylvania to be used as administrative office space; and

**WHEREAS**, the HACP has determined the need for mechanical construction to complete the build-out and eventual occupancy of 412 Boulevard of the Allies (Project); and

**WHEREAS**, the HACP has retained AE7 Pittsburgh, LLC to define the appropriate scope of work for the Project; and

**WHEREAS**, on January 3, 2021, the HACP advertised Invitation for Bids (IFB) #600-01-21 seeking qualified vendors for the Project, and on March 23, 2021, the HACP received five (5) bids in response to the IFB; and

**WHEREAS**, East West Manufacturing & Supply Co., Inc. is the lowest responsive and responsible mechanical construction bidder with a bid amount of \$835,000; and

**WHEREAS**, this procurement was conducted in accordance with applicable federal, state and local procurement rules and 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 that:

**Section 1.** The Executive Director or his Designee is hereby authorized to enter into a Mechanical Construction contract in the total amount of \$835,000 with East West Manufacturing & Supply Co., Inc. for the Project; and

**Section 2.** The total amount of the contract shall be paid from Moving To Work (MTW) funds, proceeds from the City's General Obligation Note, and/or program income.

**Board Meeting  
April 22, 2021  
Agenda Item No. 12**

**RESOLUTION No. 22 of 2021**

**A Resolution – Authorizing the Executive Director or his Designee to Enter into an Electrical Construction Contract with Bronder Technical Services, Inc. for the Build-Out at 412 Boulevard of the Allies, AMP #99**

**WHEREAS**, The Housing Authority of the City of Pittsburgh (HACP), the Urban Redevelopment Authority (URA) and the City of Pittsburgh (City), purchased the building located at 412 Boulevard of the Allies in Pittsburgh, Pennsylvania to be used as administrative office space; and

**WHEREAS**, The HACP has determined the need for electrical construction to complete the build-out and eventual occupancy of 412 Boulevard of the Allies (Project); and

**WHEREAS**, the HACP has retained AE7 Pittsburgh, LLC to define the appropriate scope of work for the Project; and

**WHEREAS**, on January 3, 2021, the HACP advertised Invitation for Bids (IFB) #600-01-21 seeking qualified vendors for the Project, and on March 23, 2021, the HACP received six (6) bids in response to the IFB; and

**WHEREAS**, Bronder Technical Services, Inc. is the lowest responsive and responsible electrical construction bidder with a bid amount of \$1,372,557; and

**WHEREAS**, this procurement was conducted in accordance with applicable federal, state and local procurement rules and 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 that:

**Section 1.** The Executive Director or his Designee is hereby authorized to enter into an Electrical Construction contract in the total amount of \$1,372,557 with Bronder Technical Services, Inc. for the Project; and

**Section 2.** The total amount of the contract shall be paid from Moving To Work (MTW) funds, proceeds from the City's General Obligation Note, and/or program income.

**Board Meeting  
April 22, 2021  
Agenda Item No. 13**

**RESOLUTION No. 23 of 2021**

**A Resolution – Authorizing the Executive Director or his Designee to Enter into a General Construction Contract with Liokareas Construction Company, Inc. for the Build-Out at 412 Boulevard of the Allies, AMP #99**

**WHEREAS**, The Housing Authority of the City of Pittsburgh (HACP), the Urban Redevelopment Authority (URA) and the City of Pittsburgh (City), purchased the building located at 412 Boulevard of the Allies in Pittsburgh, Pennsylvania to be used as administrative office space; and

**WHEREAS**, the HACP has determined the need for general construction to complete the build-out and eventual occupancy of 412 Boulevard of the Allies (Project); and

**WHEREAS**, the HACP has retained AE7 Pittsburgh, LLC to define the appropriate scope of work for the Project; and

**WHEREAS**, on January 3, 2021, the HACP advertised Invitation for Bids (IFB) #600-01-21 seeking qualified vendors for the Project, and on March 23, 2021, the HACP received six (6) bids in response to the IFB; and

**WHEREAS**, Liokareas Construction Company, Inc. is the lowest responsive and responsible general construction bidder with a bid amount of \$1,694,000; and

**WHEREAS**, this procurement was conducted in accordance with applicable federal, state and local procurement rules and 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 that:

**Section 1.** The Executive Director or his Designee is hereby authorized to enter into a General Construction contract in the total amount of \$1,694,000 with Liokareas Construction Company, Inc. for the Project; and

**Section 2.** The total amount of the contract shall be paid from Moving To Work (MTW) funds, proceeds from the City's General Obligation Note, and/or program income.