

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
FEBRUARY 25, 2021
VIA ZOOM WEBINAR

The Housing Authority of the City of Pittsburgh (HACP) held a regularly scheduled Board meeting on Thursday, February 25, 2021 via ZOOM Webinar conferencing. The meeting began @ 10:30 a.m.

Valerie McDonald-Roberts chaired the meeting and called the meeting to order. The Commissioners in attendance were: Mrs. Valerie McDonald-Roberts, Mr. Alex Laroco, Rev. Rick Burgess, Ms. Cheryl Gainey, Mr. Majestic Lane and Ms. Tammy Thompson and Ms. Janet Evans joined the meeting at 11:00 pm.

Next, the Chair noted that the Board members previously received a copy of the January 28, 2021, Board Meeting Minutes and asked for a motion to approve the minutes. Majestic Lane made a motion to approve the minutes and Alex Laroco seconded the motion.

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane,
Cheryl Gainey, Tammy Thompson and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the minutes approved.

Valerie McDonald-Roberts asked for a motion to approve the previously received Activity Reports from January 2021. Alex Laroco made a motion to approve the Activity Report and Majestic Lane seconded the motion.

Michelle Sandidge, Chief Communications Officer, reported on the following:

Partnership announcement. An MOA is in the works with CVS Pharmacy - National. CVS in person toured the tech training center @ Ebenezer Church/Outreach Ministries which opens in March/June. CVS VIPs met w/ Mr. Binion to discuss RSS and development opportunities with CVS and the HACP. We are excited about their commitment to assist in providing affordable creative housing, training, childcare ABK and employment opportunities for the residents of the City of Pittsburgh. Training opportunities range from paid internships and part-time and full-time employment in areas like retail, culinary, customer service, pharm tech and childcare, physical and mental healthcare and wellness, along with other wrap-around services for participants for 36 months coupled with our five years of FSS participation. There is a potential for 8 years of case management and service coordination for the entire family. \$1.5 million.

Heinz Endowments awarded HACP 45k grant to engage in a community planning process for the revitalization of the Glen Hazel Recreation Center.

Big HUD news. ...approved the use of public housing funding to support internet connectivity for residents, noting Operating and Capital Funds can be used for internet connectivity.

PHAs can establish the initial operations of a Neighborhood Networks computer center (or shared/common computer center) with Capital or Operating funds which can be used for things such as: ongoing internet connection and fees, computers and computer equipment, equipment upgrades, space renovations, computer internet connection and utilities, staff salary, digital literacy training costs and other related costs like network maintenance and security expenses related to a computer center.

Funds can also be used for internet connectivity within individual units, installing broadband infrastructure and hardware equipment, establishing Wi-Fi networks, wiring of individual units, and other items that help households access Wi-Fi in their units. Funds can also be used for internet computer service for residential units and common areas, ongoing maintenance of Wi-Fi and broadband equipment and infrastructure there.

The HACP was already engaged in segments of bridging the digital divide using some MTW/CARES act and RKM funds and this HUD directive will enable WiFi for all forever.

Thanks to CLPHA, NAHRO and especially, our own Byron, Chuck and Brandy for providing the HACP national appeal info to industry groups for HUD to make our national case for this historic approval.

HCV landlord marketing campaign started with social media, TV, print and radio. Look for Billboards everywhere in traditional and digital locations. This will include some areas of the city where Pittsburgh homeowners have not even thought of being a landlord. Examples include Point Breeze, Lawrenceville, Downtown, Hill District, Marshall Shadeland, Northside, Southside, Greenfield and more.

Black history month special Diversity and Inclusion Matters Conversations are airing on WPXI this month. This features notable African Americans some from Pittsburgh. The HACP is a sponsor and parts of the show were filmed in our CAC studios.

Josh Gibson Webinar on the 101 anniversary Negro league: Events are scheduled for late summer and fall. We are a Sponsor with two HACP youth teams competing in a baseball classic event and sports media education classes with Point Park University.

Kelly Hamilton Homes has been officially certified as an “Enterprise Green Community” by Enterprise Community partners for meeting all of their green building requirements. The criteria included installation of Energy Star appliances, use of materials with recycled content when available, and use of local and salvaged materials in building products, "green" flooring, and paint with no emissions.

Awesome snow removal this month. Shout out to Michelle R and Maryann F and also Kim D for salt and more salt than the Dead Sea at the HACP.

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane,
Cheryl Gainey, Tammy Thompson and Rev. Ricky Burgess.

“NAYS”: None

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

PUBLIC COMMENTS: HACP received no public comments.

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

RESOLUTION No. 6 of 2021

A Resolution - Authorizing the Executive Director or his Designee to Award a Contract to Classic Chevrolet for Chevrolet Vehicle Repair and Maintenance Authority-Wide

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) owns and operates vehicles to provide continued, uninterrupted service to the HACP residents; and

WHEREAS, the HACP must keep the vehicles owned by the Authority in good working repair; and

WHEREAS, on October 12, 2020, the HACP issued an Invitation for Bids (IFB) seeking qualified firms for the repair and maintenance of the HACP’s Chevrolet Vehicles; and

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

WHEREAS, Classic Chevrolet submitted the lowest responsive, responsible bid; and

WHEREAS, the IFB was procured in accordance with applicable federal, state, and local procurement rules and regulations and the procurement policies and procedures of the HACP; and

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 \$75,395 with Classic Chevrolet for the repair and maintenance of the HACP’s Chevrolet Vehicles for three (3) years with two (2) one (1) year extension options; and

Section 2. The total five (5) year authorized amount of \$75,395 shall be payable from the operating budgets of the sites and departments who utilize the services.

The Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve the resolution and Cheryl Gainey seconded the motion. After a discussion:

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane,

Cheryl Gainey, Tammy Thompson and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 7 of 2021

A Resolution - Authorizing the Executive Director or his Designee to Award a Contract to D. R. Wesley Management Consultants Inc. for Compliance Services for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has identified a need for compliance reviews of its departments; and

WHEREAS, the HACP issued a Request for Proposals (RFP#125-03-21) for Program Compliance Consulting Services on January 11, 2021; and

WHEREAS, the HACP received two (2) proposals by the deadline; and

WHEREAS, D. R. Wesley Management Consultants, Inc. was the highest scoring responsible and responsive offeror; and

WHEREAS, this procurement was conducted in accordance with applicable Federal 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 authorized to enter into a contract with D.R. Wesley Management Consultants, Inc. to provide Compliance Services; and

Section 2. The contract shall be for a three (3) year term, with two (2), one (1) year extension options for a total of five (5) years; and

Section 3. The total amount payable for the services shall not exceed \$532,800.00 for the full five (5) year period, and shall be payable from program income and/or Moving To Work (MTW) funds.

The Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve the resolution and Rev. Burgess seconded the motion. After a discussion:

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane,
Cheryl Gainey, Tammy Thompson and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 8 of 2021

A Resolution – Ratifying the Executive Director’s decision to write off Collection. Losses in the amount of \$18,307.27 from Tenant Accounts Receivable for the Months of October 2020 through December 2020

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 October 1, 2020 through December 31, 2020 was \$18,307.27; 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 \$18,307.27 which is 0.95% of the total rent and associated charges of \$1,922,056.66 for the 4th quarter of 2020.

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 \$18,307.27 from the Tenant Accounts Receivable (TARs) balance for October 1, 2020 through December 31, 2020 is hereby ratified.

The Chair asked for a motion to approve the resolution. Alex Laroco made a motion to approve the resolution and Tammy Thompson seconded the motion. After a discussion:

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane, Cheryl Gainey, Tammy Thompson and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 9 of 2021

A Resolution – Authorizing the Executive Director or his Designee to enter into a Contract with Daston Corporation as part of the Renewal for Existing Licenses & Support of HACP’s Google Software for Email, Virtual Meetings & Document Collaboration

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is in the interest of the HACP to renew the Licenses & Support contract for Google Cloud based Software provided by Daston Corporation. The HACP Employees use Google software for

online collaboration both internally and externally, including working remotely over the internet with the HACP Tenants, Landlords and Partners; and

WHEREAS, Google Software is an essential Information Technology (IT) tool for sustaining the HACP's Online business services to its communities, particularly during the HACP's continued offices' closure for Walk-Ins, due to the extended COVID-19 Pandemic. As a result, the HACP has transformed its communities' services to become available via the internet using several technology platforms including Google Software for email, virtual meetings, and document collaboration; and

WHEREAS, the renewal is mandatory to replace the end-of-life version of the Google Software currently used by the HACP over the past ten (10) years. Therefore, the HACP's IT Department seeks the approval of the Board of Commissioners of the HACP to renew its contract with Daston Corporation for a three (3) year term at a total cost of \$258,210.00 with an annual billing of 86,070.00; and

WHEREAS, the HACP use will utilize the Federal GSA (General Services Administration) procurement program to execute the renewal of the License & Support contract to Google's new version (WorkSpace Enterprise Plus Edition) with Daston Corporation. Daston Corporation is the current contract provider and during the past three (3) year term of the contract Daston Corporation has met the targeted Service Level Agreements; and

WHEREAS, upon approval of the renewal, Daston Corporation, as the Authorized Google Business Partner, will work with the HACP IT Department to upgrade and activate the new version of the Google Software with no disruption to the HACP's business operations.

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 service contract with Daston Corporation for a period of up to three (3) years in an amount not-to-exceed \$258,210.00 with an annual billing of 86,070.00; and

Section 2. The contract is to be paid from program income and/or Moving to Work (MtW) funds.

The Chair asked for a motion to approve the resolution. Mr. Lane made a motion to approve the resolution and Alex Laroco seconded the motion. After a discussion:

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane,
Cheryl Gainey, Tammy Thompson and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 10 of 2021

A Resolution - Authorizing the Executive Director or his Designee to increase the contract amount to OSA Global LLC. Guard Contract for the Housing Authority of the City of Pittsburgh

WHEREAS, OSA Global LLC, was awarded a three (3) year contract in February of 2018 by the Housing Authority of the City of Pittsburgh (HACP) in the amount of \$4,919,059.80 to provide unarmed and armed security for three (3) High-Rises, and the Northview Heights welcome booths. This contract was approved by the HACP through Board Resolution No. 4 on February 22, 2018; 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 increased activity at the HACP sites. The standard guard service was increased to include additional patrols, which caused the HACP to exceed the above-stated budget; and

WHEREAS, the HACP desired to continue and enhance the safety and security of the HACP communities during COVID-19 as staff was working remotely and not available on site; and

WHEREAS, the contract with OSA Global LLC, has outstanding invoices for the month of November 2020 in the amount of \$21,229.44; and

WHEREAS, OSA Global LLC, contract awarded in February 2018 for services ends February 9, 2021; and

WHEREAS, it is anticipated the HACP will incur additional invoices from OSA Global LLC, from December 2020 through February 9, 2021, and with the outstanding November 2020 invoice, the amount due to OSA Global LLC, will total \$264,063.96 and will exceed the contract previously approved by the Board of Commissioners.

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 OSA Global LLC. contract by \$264,063.96 for outstanding invoices for the months of November 2020 through February 9, 2021; and

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

The Chair asked for a motion to approve the resolution. Alex Laroco made a motion to approve the resolution and Rev. Burgess seconded the motion. After a discussion:

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane,
Cheryl Gainey, Tammy Thompson and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

Ms. Evans joined the meeting.

There were no more resolutions.

EXECUTIVE REPORT: Mr. Binion stated the Board has previously received a copy of the Operations, Activity and Executive Reports.

NEW BUSINESS: None

AJOURNMENT: The Chair asked for a motion to adjourn the meeting. Ms. Evans made motion to adjourn and Ms. Gainey seconded the motion.

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

“AYES”: Valerie McDonald-Roberts, Janet Evans, Rev. Ricky Burgess,
Alex Laroco, Cheryl Gainey, Tammy Thompson and Majestic Lane.

“NAYS”: None

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

Recording Secretary

Handwritten signature of Amy L. Shaffer in blue ink.