

**THE HOUSING AUTHORITY OF THE CITY OF PITTSBURGH**  
**BOARD MEETING**  
**MAY 27, 2021**  
**AGENDA**

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1. **Roll Call.**
2. **Motion to Approve the April 22, 2021, Housing Authority of the City of Pittsburgh Board of Commissioners Meeting Minutes.**
3. **Motion to Approve the Previously Received Activity Report for April 2021.**
4. **Acknowledgement of Public Comments.**
5. **Resolution No. 24 of 2021 - Authorizing the Housing Authority of the City of Pittsburgh to Execute a Grant Agreement with Clean Slate E3 to Provide \$66,411 in Program Income to the Clean Slate E3 Scholarship Program.**
6. **Resolution No. 25 of 2021 - Authorizing The Executive Director or his Designee to Award a Contract to TAG Associates, Inc. for Technical Accounting Consulting Services for the Housing Authority of The City of Pittsburgh.**
7. **Resolution No. 26 of 2021 - Authorizing the Executive Director or his Designee to Enter Into a Professional Services Task-Order Contract for Accessibility Services and Compliance with Section 504/Uniform Federal Accessibility Standards (UFAS).**
8. **Resolution No. 27 of 2021 - Authorizing the Executive Director or his Designee to enter into a Task-Order Contract for Mobility Counseling Services for Housing Choice Voucher Program Applicants and Participants.**
9. **Resolution No. 28 of 2021 - Authorizing the Executive Director or his Designee to Award a Contract to Central Pro Services for the Painting and Refinishing of Bathtubs for the Housing Authority City of Pittsburgh residential properties.**
10. **Executive Report.**
11. **New Business.**
12. **Adjournment.**

**Board Meeting  
May 27, 2021  
Agenda Item No. 5**

**RESOLUTION No. 24 of 2021**

**A Resolution – Authorizing the Housing Authority of the City of Pittsburgh to Execute a Grant Agreement with Clean Slate E3 to Provide \$66,411 in Program Income to the Clean Slate E3 Scholarship Program**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has recently received payment from the Synergy Comp Insurance Company in the amount of \$66,411 on February 24, 2021 (check #009550). These funds were a refund on the HACP’s 2020 performance audit, which have been accepted and deposited as program income; and

**WHEREAS**, the HACP has identified the need to provide financial assistance to HACP residents who plan on attending college or post-secondary education; and

**WHEREAS**, the HACP has established Clean Slate E3 as its non-profit affiliate dedicated to the mission of providing residents of HACP housing with opportunities to obtain higher education and/or access to structured training programs designed to improve employment outcomes; and

**WHEREAS**, Clean Slate E3 has administered the Clean Slate E3 Scholarship Program since Clean Slate E3 was formally established as the non-profit affiliate of the HACP in 2009; and

**WHEREAS**, Clean Slate E3 has partnered with the Negro Educational Emergency Drive (NEED) since 2012 to administer the annual scholarship program and has distributed more than \$295,500 to NEED since that time; and

**WHEREAS**, Clean Slate E3 plans to continue partnering with NEED during the 2021-2022 academic year and will revisit the partnership with NEED on an annual basis based on availability of funds from both partner organizations.

**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 Grant Agreement with HACP’s non-profit affiliate Clean Slate E3 to provide \$66,411 in Program Income; and

**Section 2.** The HACP’s Grant Agreement with Clean Slate E3 will mandate that funds will be used for the Clean Slate E3 Scholarship Program, which is to be administered to qualified HACP residents for post-secondary education.

**Board Meeting  
May 28, 2021  
Agenda Item No. 6**

**RESOLUTION No. 25 of 2021**

**A Resolution - Authorizing the Executive Director or his Designee to Award a Contract to TAG Associates, Inc. for Technical Accounting Consulting Services for the Housing Authority of the City of Pittsburgh**

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

**WHEREAS**, beginning on February 21, 2021, the HACP issued Requests for Proposals (RFP) #150-13-21 seeking qualified firms to provide Technical Accounting Consulting Services; and

**WHEREAS**, on March 25, 2021, the HACP received four (4) 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**, 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 to enter into a Technical Accounting Consulting Service Contract with TAG Associates, Inc. for a period of three (3) years with two (2) one (1) year options to extend at the discretion of the Housing Authority of the City of Pittsburgh for a maximum of five (5) years in an amount not to exceed \$1,144,487.00; and

**Section 2.** The total five (5) year authorized amount of \$1,144,487.00 shall be payable from Moving to Work (MTW) funds.

**RESOLUTION No. 26 of 2021**

**A Resolution – Authorizing the Executive Director or his Designee to Enter Into a Professional Services Task-Order Contract for Accessibility Services and Compliance with Section 504/Uniform Federal Accessibility Standards (UFAS)**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) is required by the U.S. Department of Housing and Urban Development (HUD) to provide accessible housing in all new developments; and

**WHEREAS**, accessible dwelling units, common areas, accessible routes, sites and non-housing programs must meet the requirements of Section 504 of the Rehabilitation Act of 1973 and the Uniform Federal Accessibility Standards (UFAS); and

**WHEREAS**, the HACP finds it prudent to obtain an Accessibility Services consultant to assist with verifying that the requirements of UFAS, and where applicable, standards under the Americans with Disabilities Act (ADA) and the Fair Housing Act are met in construction and rehabilitation projects; and

**WHEREAS**, on March 15, 2021, the HACP issued a Request for Proposals (RFP) for Accessibility Services; and

**WHEREAS**, by April 6, 2021, the HACP received three (3) proposals in response to its RFP; and

**WHEREAS**, Tri-State Design and Development and Bureau Veritas Technical Assessments were the highest ranked responsive and responsible firms; and

**WHEREAS**, the HACP has performed a responsibility determination for the selected firms; 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 to enter into a contract with Tri-State Design and Development and Bureau Veritas, LLC for compliance with Section 504 and Uniform Federal Accessibility Standards in a not-to-exceed amount of \$177,000.00 for a period of five years, pending HUD and the City of Pittsburgh Equal Opportunity Review Commission's approval. The contract is to be paid from Program Income and/or Moving to Work (MTW) funds.

**Board Meeting  
May 27, 2021  
Agenda Item No. 8**

**RESOLUTION No. 27 of 2021**

**A Resolution - Authorizing the Executive Director or his Designee to enter into a Task-Order Contract for Mobility Counseling Services for Housing Choice Voucher Program Applicants and Participants**

**WHEREAS**, the Housing Authority of the City of Pittsburgh, (HACP) is a Moving to Work, (MTW) Agency; and

**WHEREAS**, in, 2019, the Office of Housing and Urban Development, (HUD) approved a Mobility (location-based) Payment Standard for applicants and participants who moved to neighborhoods within the City of Pittsburgh that qualify for the Mobility (location-based) Payment Standard; and

**WHEREAS**, pursuant to the approved Mobility (location-based) Payment Standard, the HACP is required to provide mobility counseling services to Housing Choice Voucher (HCV) applicants and participants who desire to move to designated opportunity neighborhoods; and

**WHEREAS**, the purpose of mobility counseling is to maximize housing stability, success and sustainability for applicants/participants who move to designated opportunity areas within the City of Pittsburgh, and

**WHEREAS**, the HACP has a need for HCV mobility counseling services to widen the scope of available affordable housing choice opportunities in the City of Pittsburgh; and

**WHEREAS**, on March 14<sup>th</sup>, 17<sup>th</sup>, 19<sup>th</sup>, 21<sup>st</sup>, and 24<sup>th</sup> of 2021, the HACP advertised Request For Proposal (RFP) No. 250-11-21 to provide task-ordered mobility counseling services for HCV applicants and participants; and

**WHEREAS**, on April 6, 2021, two (2) proposals were received from Comprehensive Relocation and Housing Services and True Spirit Property Management; and

**WHEREAS**, Comprehensive Relocation and Housing Services was determined to be the most responsive, responsible and qualified firm to provide task-ordered mobility counseling services for the HCV applicants and participants; and

**WHEREAS**, the term of the contracts is for an initial one (1) year term with a one (1) year extension option; and

**WHEREAS**, the RFP for Mobility Counseling Services was procured in accordance with applicable State and 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 hereby authorized to enter into a contract with Comprehensive Relocation and Housing Services to provide task-ordered mobility counseling services, for a one (1) year term with a one (1) year extension option, for a total of two (2) years combined total not to exceed \$394,744; and

**Section 2.** The contract shall be payable from Program Income and/or Moving to Work (MTW) funds.

**Board Meeting  
May 27, 2021  
Agenda Item No 9**

**RESOLUTION No. 28 of 2021**

**A Resolution - Authorizing the Executive Director or his Designee to Award a Contract to Central Pro Services for the Painting and Refinishing of Bathtubs for the Housing Authority City of Pittsburgh residential properties**

**WHEREAS**, there are occasions when the Housing Authority City of Pittsburgh (HACP) has to repair, paint, and refinish bathtubs in order to provide uninterrupted service to the HACP residents.

**WHEREAS**, on May 13, 2021, the HACP issued an Invitation for Bids (IFB) #300-08-21 seeking qualified firms for bathtub repairs, painting, and refinishing; and

**WHEREAS**, the HACP received two (2) bids in response to the IFB. Bids were received from Central Pro Services, Inc., and Lawrence Palmer; and

**WHEREAS**, Central Pro Services, Inc. was the most responsive and responsible bid; and

**WHEREAS**, the IFB was conducted in accordance with applicable federal, state, and local procurement rules and regulations; as well as 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 contracts in the amount of \$185,500 with Central Pro Service, Inc. for bathtub refinishing, painting, and repair for the HACP residents for three (3) years with two (2) one (1) year extension for a total of 5 years; and

**Section 2.** The total five (5) year authorized amount of \$185,500 shall be payable from the operating budgets of the sites and departments who utilize the services.