

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
May 27, 2021
VIA ZOOM WEBINAR

The Housing Authority of the City of Pittsburgh (HACP) held a regularly scheduled Board meeting on Thursday, May 27, 2021 via ZOOM Webinar conferencing. The meeting began at 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, Ms. Cheryl Gainey, Mr. Majestic Lane and Ms. Janet Evans. Rev. Ricky Burgess and Ms. Tammy Thompson were not in attendance.

Next, the Chair noted that the Board members previously received a copy of the April 22, 2021, Board Meeting Minutes and asked for a motion to approve the minutes. Majestic Lane made a motion to approve the minutes and Cheryl Gainey 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 and Janet Evans

“NAYS”: None

The Chair declared the motion carried and the minutes approved.

Next the Chair introduced the Activity Report portion of the meeting. She asked for a motion to approve the Activity Report as previously provided to the Commissioners. Alex Laroco made a motion to approve and Majestic Lane seconded the motion. Michelle Sandidge presented the HACP May Activity Report:

ACTIVITY REPORT

ABK Learning Center at the Bedford Envision Center received 4STARS rating. The highest rating in the state for early childhood. The way to standardize early childhood education..all certifications and quality curriculum verified by the state

City channel Pgh (44 Verizon 13 for Comcast or YouTube) catch HACP videos thanks to our own Nate Williams.

On the National front...Look for the HACP in the NAHRO journal of housing and community development article with Mr. Binion on Cornerstone Village and thanks to CLPHA’s national *Housing Is* conference and recognition of our WOW Digital program.

Wow team has been training and distributing tablets to residents of Allegheny Dwellings for Choice planning grant participation. Coordinating the FCC/EBBenefit rollout for HCV residents \$50 a month off Internet service (SNAP, Medicaid, free lunch, job loss due to pandemic, Pell grant and more)

Kelly Allen and team ..Learn and Earn /NVH and Bedford roughly 18 majority male youth signed up for P4Wk summer youth employment. Wow team assisted with mobile lab online sign ups.

Our COVID-19 shot rollout for spring and summer includes Northside Christian Health Center and Duquesne University at all 6 of the North Side locations, Highmark at Bedford, HWN and Arlington, AHN/Bethany community ministries pop up clinics at the 7 remaining high-rises this week. Helping us get shots into arms.

Mask Mondays with Gateway Health Plan, and senior outdoor movie nights with Cash for Kids are in full swing.

Several PA - PHAs have contacted our movie partners to replicate their program at their authority.

Larimer Choice continues to move along with the Liberty Green Park, ribbon cutting. It is awesome and the largest park of its kind in the city, a several million dollar park with amenities that even includes a wheelchair accessible swing.

Kim D. and Lloyd again! Congratulations on presenting to HUD and ACHA and are now selected for training for Section 3 and Procurement everywhere in PA.

Operations Depts: Kabloom Contest is blossoming with their annual and Perennial yearly competition between residents and staff from various departments and communities to see who designs and plants the best outdoor floral arrangements at their community.
Staff and resident say the winner can't be announced soon enough because they are really growing impatiens. LOL.

Alexis Narotsky ... congrats on her first closing of North Negley Project. One of the PBV/ GAP financing projects. The former Urban league Charter School which was housed in the former B'nai Israel synagogue. 40 units (synagogue was built in 1923 and sits on the historic register) Designed by world famous architect, Henry Hornbostel in the 1900's who won a scholarship from Andrew Carnegie, this person helped to establish the school of architecture at Carnegie Tech now CMU. And, also designed City/County Building, Soldiers and Sailors Memorial Hall, Rodef Shalom synagogue and many buildings at CMU and Pitt. In all designed 225 across the US.

From the Grant Department - again
HACP - HCV Dept. along with ACHA and DHS worked together and received a 4 Million mobility demonstration grant. This grant is different than the previous 243k with PSU partnership for a mobility study.

Last week we received a grant for 142 (ACHA 141) EHV's from HUD.
Totaling \$1,143,756.00 for Emergency Housing Vouchers through the American Rescue Plan. with a CoC which would be DHS who will case manage residents as we provide vouchers for homeless and VAWA individuals. (Violence Against Women's Act) The largest allocation in Western PA.

Please check into the housing choice voucher program, over 1500 Pittsburgh landlords vouch for it.....we think they will too. Visit hacp.org to learn more

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane.
Cheryl Gainey and Janet Evans.

“NAYS”: None

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

PUBLIC COMMENTS: No public comments were received prior to the Board Meeting. A public comment was received in the “Chat” during the Board Meeting from Draven Bechtel-Clark. The question was where to access recordings of the meetings. A response was provided via e-mail on June 1, 2021 from Amy Shaffer which included an audio recording of the May, HACP Board of Commissioners meeting.

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

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.

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

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane.
Cheryl Gainey and Janet Evans.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

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.

The Chair asked for a motion to approve the resolution. Cheryl Gainey 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”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane.
Cheryl Gainey and Janet Evans.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

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.

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

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane.
Cheryl Gainey and Janet Evans.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

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 14th, 17th, 19th, 21st, and 24th 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.

The Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve the resolution and Janet Evans seconded the motion. After a discussion, this included questions from Majestic Lane regarding the experience and success rate of Comprehensive Relocation and Housing Services and the number of folks being assisted. Kim Detrick and Amanda Hower to provide responses to the Commissioners.

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane.
Cheryl Gainey and Janet Evans.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

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.

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

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Majestic Lane.
Cheryl Gainey and Janet Evans.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

There were no more resolutions.

EXECUTIVE REPORT: Mr. Binion stated the Board has previously received a copy of the Operations, Activity and Executive Reports. Mr. Binion thanked his innovative and hard working staff for all of their work especially when it comes to their hard work applying for and receiving grants. We will continue to be a very busy organization.

Cheryl Gainey made the following comments: She commended the staff and organization for taking care of her when she has needed anything. The flower planning program/competition is a huge hit and everyone loves it. She also mentions that there is a need to control the parking at Allegheny Dwellings. Folks are dismantling their vehicles all over the parking areas and the oil is everywhere. Ms. Gainey suggested parking permits. Ms. Gainey also mentioned the fact the folks are now getting gun carry permits and open fire at will when in an argument. Mr. Binion said he will get with Councilman Wilson with Majestic Lanes assistance to set up a meeting to discuss the problem.

NEW BUSINESS: No new business.

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, Majestic Lane,
Alex Laroco, Cheryl Gainey.

“NAYS”: None

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

Recording Secretary

Handwritten signature of Amy L. Shaffer in blue ink.