

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
June 24, 2021
VIA ZOOM WEBINAR

The Housing Authority of the City of Pittsburgh (HACP) held a regularly scheduled Board meeting on Thursday, June 24, 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, Ms. Janet Evans., Rev. Ricky Burgess and Ms. Tammy Thompson. Mr. Majestic Lane was not in attendance.

Next, the Chair noted that the Board members previously received a copy of the May 27, 2021, Board Meeting Minutes and asked for a motion to approve the minutes. Alex Laroco made a motion to approve the minutes and Tammy Thompson seconded the motion.

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Tammy Thompson
Chery Gainey, Rev. Ricky Burgess 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. Rev. Burgess made a motion to approve and Janet Evans seconded the motion.

Michelle Sandidge presented the HACP May Activity Report:

Congrats to Naomi Bonita from NVH. She received a \$1000 PAHRA Dewitt Boosel Memorial college scholarship for an awesome personal essay.

BJWL closing various locations HACP/Oakhill and Glen Hazel.

Diversion Program will be housed in Bedford Dwellings.

United Somalian Bantu of Greater Pittsburgh African Immigrants new program location in NVH.

WOW mobile van w/Stem Coding Lab, our newest partnership will be housed at the Arlington Heights location.

All locations will remain Comcast Lift Zones and we’ve added ABK to the Lift Zone list.

Resident Employment Program - YTD,54 new hires.

Drivers license -13 ytd (3 in May) 10 currently enrolled in the program.

VITA final numbers 294 returns processed netting \$768k Income tax refunds.

Vision to learn focus on the future from the United Methodist Church sponsored free Eye exams and glasses for 30 Northview youth.

Decade of Transformation Booklet on our website. 10 years of HACP happenings with programs and projects.

Covid 19 pop up clinics continue to pop up/NSCHS, Bethany Ministries and AHN.

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

“AYES”: Valerie McDonald-Roberts, Alex Laroco, Tammy Thompson
Chery Gainey, Rev. Ricky Burgess 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.

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

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 29 of 2021

A Resolution – Authorizing the Commitment of Additional Funds for Larimer/East Liberty Phase III Housing Development

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) as lead grantee and the City of Pittsburgh as co-grantee entered into the U.S. Department of Housing and Urban Development (HUD) Choice Neighborhoods Implementation (CNI) Grant Agreement to receive a \$30,000,000 CNI Grant to implement the Larimer/East Liberty CNI Transformation Plan (Transformation Plan); and

WHEREAS, the HACP selected Allies & Ross Management and Development Corporation (ARMDC) as its developer, and competitively procured McCormack Baron Salazar, Inc. (Co-Developer), to serve as the co-developer for the revitalization of Hamilton-Larimer/East Liberty pursuant to the terms of a Master Development Agreement between the ARMDC and the Co-Developer dated December 31, 2013; and

WHEREAS, under the Transformation Plan, as amended, and the CNI Grant Agreement, the ARMDC and the Co-developer are developing 334 units in multiple phases; and

WHEREAS, in September 2020, the ARMDC and the Co-Developer were awarded a Nine (9%) Lo- Income Housing Tax Credit (LIHTC) allocation from the Pennsylvania Housing Finance Agency (PHFA) for the development of approximately 42 units of mixed-income housing as part of Larimer/East Liberty Phase III (Phase III) under the Transformation Plan; and

WHEREAS, the HACP Board approved a total of **\$5,716,360** as follows for predevelopment, acquisition, and construction activities; and

Resolution	Amount
No. 39 of 2016	\$847,801 (original amount approved)
No. 23 of 2018	\$692,797 (increased)
No. 53 of 2018	\$3,260,483 (increased)
No. 46 of 2019	\$915,279 (increased)
Previously Approved Total	\$5,716,360

WHEREAS, due to (i) a reduction in the LIHTC equity, (ii) a lower tax credit pricing in a competitive LIHTC equity market due to the COVID-19 pandemic, and (iii) an increase in construction cost given the volatile nature of the construction materials market due to the pandemic, the Phase III development is in need of additional funding of up to **\$1,669,682** (increasing the total investment to **\$7,386,042**); and

WHEREAS, this increase is necessary in order to successfully reach financial closing and to fund pre development and construction activities including (i) site acquisition activities, (ii) various professional and financial services fees, (iii) environmental remediation, (iv) construction, and (v) other related activities for completion of the Phase III; and

WHEREAS, the current funding sources may include CNI Grant funds, Program Income and/or Moving to Work (MTW) funds.

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 revise and increase the HACP’s FY 2021 budget (previously approved for Phase III at **\$5,716,360**) by **\$1,669,682**, obligate and expend up to **\$7,386,042** to support the Phase III development activities; and

Section 2. The Executive Director or his Designee is hereby authorized to amend the existing Grant Agreement with the ARMDC for Larimer/East Liberty Phase III, providing an additional grant amount of up to **\$1,669,682**, which the ARMDC shall utilize to fund the Larimer/East Liberty Phase III development activities; and

Section 3. The Executive Director or his Designee is hereby authorized and directed, in the name of and on behalf of the HACP, to (i) negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as he shall determine to be necessary or desirable in order to effect the Larimer/East Liberty Phase III development activities and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the Larimer/East Liberty Phase III development activities contemplated herein.

The Chair asked for a motion to approve the resolution. Janet Evans 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, Tammy Thompson
Cheryl Gainey, Rev. Ricky Burgess and Janet Evans.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 30 of 2021

A Resolution - Authorizing the Commitment of Additional Funds for City’s Edge 4% and 9% Residential Developments

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP), the owner entity, has established and authorized its subsidiary entity Allies & Ross Management and Development Corporation (ARMDC), to conduct development activities on behalf of the HACP, including multi-family, mixed-finance, mixed-income developments throughout the City of Pittsburgh, Allegheny County, Pennsylvania; and

WHEREAS, the HACP funds various development activities through the HACP Project-Based Voucher (PBV) and Moving to Work (MTW) Gap Financing Program, using a competitively bid procurement process; and

WHEREAS, Resolution No. 64 of 2018 authorized the selection of City’s Edge, a multi-family, mixed-finance, mixed-income development proposed by MidPoint Group of Companies, Inc. (MidPoint) for the HACP’s PBV and MTW Gap Financing program; and

WHEREAS, Resolution No. 9 of 2019 authorized a funding commitment of **\$5,000,000** for the development of the City’s Edge project; and

WHEREAS, the HACP in furtherance of its mission to develop affordable housing, issued Request for Qualifications (RFQ) #2020-31, to qualify developers to work with the HACP on potential projects and determined MidPoint is a qualified developer through that process; and

WHEREAS, subsequently, in August 2020, the ARMDC issued a task order to MidPoint through which the ARMDC will gain an ownership interest in the City’s Edge project and MidPoint will serve as the co-developer for the Development, which includes the construction of 110 new units of mixed-income housing; and

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WHEREAS, in May 2021, the City’s Edge project was awarded a 4% Tax Exempt Bond Allocation and 9% Low-Income Housing Tax Credit (LIHTC) allocation by the Pennsylvania Housing Finance Agency (PHFA), demonstrating the support for the project at the State level and their belief in the viability of the project; and

WHEREAS, due to a funding gap caused by an increase in construction costs attributable to the volatile nature of the construction materials market due to the Covid-19 pandemic, the Development is in need of additional funding of up to **\$11,010,107** (increasing the total investment to **\$145,546.43 per unit** for a total investment of **\$16,010,107**) in order to successfully reach financial closing; and

WHEREAS, the ARMDC has adequate resources to fill the financial gap with Program Income and/or Moving To Work (MTW) funds.

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 obligate and expend an amount of up to **\$16,010,107** (previously approved **\$5,000,000**, plus **\$11,010,107**) to support the development of 110 units of affordable housing as partners in the City’s Edge development with a minority ownership interest; and

Section 2. The Executive Director or his Designee is hereby authorized to amend the existing Grant Agreement with the ARMDC for City’s Edge, providing an additional grant amount of up to **\$11,010,107**, which the ARMDC shall utilize to provide loan facilities and pay for the ARMDC's direct expenses for the City’s Edge development activities; and

Section 3. The Executive Director or his Designee is hereby authorized and directed, in the name of and on behalf of the HACP, to (i) negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as he shall determine to be necessary or desirable in order to effect the City’s Edge development activities and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the City’s Edge development activities contemplated herein.

The Chair asked for a motion to approve the resolution. Tammy Thompson 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, Tammy Thompson
Cheryl Gainey, Rev. Ricky Burgess and Janet Evans.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 31 of 2021

A Resolution - Authorizing the Executive Director or his Designee to award Contracts to Constable Antione P. Malloy Sr. for Constable Services and Malloy Legal Services for Low-Income Public Housing (LIPH)

WHEREAS, the Housing Authority City of Pittsburgh (HACP) is responsible for providing constable services for legal actions related to eviction procedures including lockouts, standby set outs, subpoena, and escort services; and

WHEREAS, on, February 14, 2021, the HACP issued a Request for Proposals, (RFP# 250-09-21) Constable Service Low-Income Public Housing (LIPH), Authority-wide; and

WHEREAS, two (2) proposals were received in response to the RFP; and

WHEREAS, Malloy Legal Services was the highest ranked responsive and responsible proposer; and

WHEREAS, In an effort to ensure that constable services would be performed in a timely manner, two (2) separate contracts will be awarded for the Constable Services in connection with this RFP; 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 contracts with Constable, Antione P. Malloy Sr., and Malloy Legal Services for Constable Services for a period of three (3) years, with two (2) one-year renewal options; and

Section 2. The total amount for Antione P. Malloy Sr. Constable Services will be \$300,000.00 and Malloy Legal Services will be \$300,000.00; and

Section 3. The total combined amounts for two (2) contracts shall not exceed \$600,000.00 and to be funded by Moving To Work (MTW) or program income.

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:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 32 of 2021

A Resolution – Authorizing the Executive Director or his Designee to enter into a Contract with Machine Age LLC, to provide an Audio/ Video Education and Training Program in the Northview Heights and Bedford Dwellings Audio/Video Studios

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is seeking to enter into a contract with Machine Age LLC, to provide an Audio/Video Education and Training program in the HACP Northview Heights and Bedford Dwellings communities.

WHEREAS, the HACP owns and operates state of the art audio/ video studios, dubbed the Creative Arts Corner, in Northview Heights and Bedford Dwellings; and

WHEREAS, the HACP intends to continue utilizing the studios as learning centers for the HACP residents of all ages with an interest in or talent for audio/ video production, performing arts, or other STEAM (Science, Technology, Engineering, Arts, Math) related learning activities; and

WHEREAS, in February 2021, the HACP issued a Request for Proposals (RFP) #800-07-21 to locate a service provider to conduct an audio/ video training program for a three (3) year term with options for the Authority to extend the term for a fourth and/or fifth year based on its satisfaction with the contractor's work; and

WHEREAS, the HACP issued a rebid for RFP #800-07-21 in February 2021; and

WHEREAS, the HACP received proposals from two (2) vendors: Machine Age LLC and Power News Radio Network; and

WHEREAS, Machine Age LLC, is the highest ranked responsive and responsible firm; and

WHEREAS, the HACP has performed financial capacity reviews for Machine Age LLC and reference checks for the firm's prior work on similar projects and all references indicated that the selected firms had performed to their satisfaction; and

WHEREAS, the HACP seeks to enter into a contract with Machine Age LLC for a period of three (3) years with the HACP holding an option to extend the contract for a fourth and fifth year based on satisfaction. The total amount for the Machine Age contract is not to exceed \$493,000 for a five-year period; and

WHEREAS, the procurement was conducted in accordance with applicable federal, state, and local procurement rules and regulations and the procurement policy 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 execute a contract with Machine Age Inc., LLC, for a period of three (3) years with optional extensions for a fourth

and fifth year. The Contract is not to exceed \$493,000 and shall be paid from Moving To Work (MTW) and/or program income funds.

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

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 33 of 2021

A Resolution - Authorizing the Executive Director or his Designee to execute a Contract to award Allegheny Service LLC, a contract to conduct Fire Alarm Sensitivity and Emergency Lighting Services for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) seeks to enter into a contract with Allegheny Service LLC, for Fire Alarm Sensitivity and Emergency Lighting Testing throughout the Agency; and

WHEREAS, on April 5, 2021, the HACP issued an Invitation for Bids (IFB)#300-18-21 for a Fire Alarm Sensitivity and Emergency Lighting Testing; and

WHEREAS, the current contract expires on October 30, 2021; and

WHEREAS, IFB#300-18-21 was procured in accordance with federal, state, local and the HACP procurement rules; and

WHEREAS, three (3) companies responded to the IFB, specifically, Allegheny Service, LLC, S.A. Comunale Co., Inc., and Fire Fighter Sales & Service, Co.; and

WHEREAS, Allegheny Service, LLC was the lowest responsible bidder.

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 Allegheny Service, LLC of an amount not to exceed \$388,624.32 for a total of five (5) years; specifically, an original three (3) year term with two (2) one (1) year extensions; and

Section 2. The total amount of \$388,624.32 shall be payable from Moving to Work (MTW) funds and/or program income.

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

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

EXECUTIVE REPORT: Executive Director, Caster Binion, addressed the Board. He said the Board was provided with the Operations, Finance and Executive reports. He thanked his staff for all of their continued hard work and the Board for their direction. Also, he said the staff is going to continue being extremely busy with all of the ongoing and upcoming projects at the HACF.

NEW BUSINESS: No new business.

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

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

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

“NAYS”: None

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

Recording Secretary

