

**Housing Authority of the City of Pittsburgh**  
**BOARD OF COMMISSIONERS**  
**MEETING MINUTES**  
**December 16, 2021**  
**VIA ZOOM WEBINAR**

The Housing Authority of the City of Pittsburgh (HACP) held a regularly scheduled Board meeting on Thursday, December 16, 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, Ms. Tammy Thompson, Ms. Janet Evans, Rev. Ricky Burgess, Mr. Majestic Lane and Ms. Cheryl Gainey. Alex Laroco was not in attendance.

Next, the Chair noted that the Board members previously received a copy of the October 28, 2021, Board Meeting Minutes and asked for a motion to approve the minutes. Rev. Burgess made a motion to approve the minutes and Janet Evans seconded the motion.

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

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

“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. Cheryl Gainey made a motion to approve and Rev. Burgess seconded the motion.

Michelle Sandidge presented the December Activity Report:

Larimer featured in the Choice Neighborhoods Repositioning Public Housing Webinar series.

Caster Binion received the Home Run award Josh Gibson Negro League Gala; thanks commissioners for attending.

Urban League Turkey Dinner giveaway: some 30 residents received the whole spread for the holiday.

2021 NAHRO Awards of Merit

The HACP won four awards in three categories, including Administrative Innovation, Project Design, and Resident & Client Service, for:

- Lockdown Lockboxes: Repurposing Old Methods in the Time of COVID-19 (Ops)
- A Space of Their Own: Integrating Research in Nature-Based Play Design (CA)
- Creating Partnerships to Bridge Health Disparities and Combat Isolation (RSS)
- Virtual Job Fair: Overcoming Hurdles to Connect Residents to Employment (RSS)

Gateway Covid Awareness Project video airing everywhere including HUD in DC...powerful testimonies ..thanks Commissioner Gainey. Article and video link appear in HUD Happenings national newsletter

Gateway was so pleased they asked us to produce another video Geared towards getting information out about vaccines for children and teens. That was taped last week at the socially distanced EVC with former med director and Gateway Medical Society Dr. Rhonda Johnson. Q&A with our ambassadors and other residents and EC partners from ABK and United Somali Bantu Organizations.

- It's a hockey night in Pittsburgh with ABK and DUQ as the Heinz Endowments EC Project takes on kids learning with the male hockey team students studying EC and working with residents and staff on creative innovation education strategies.
- Islamic relief and United Somali Bantu Org had a Grand Opening at their Day of Caring event in NVH with Covid shots, food from Salem's, Henna Art, baby and school supplies. 60 residents received the vaccine.
- ERAC YTD 321,000. /Ops.
- This just In.... Morgan Block Manager for BBI, from MD .....wrote an awesome article that appears this month, in the national US Department of Energy's publication.... Better Building Initiative. The article features Mazza pavilion.
- Partnerships have enabled the entire staff and their families to get Covid 19 vaccines/boosters and flu shots at NSCHC and on site at 200 Ross street thru Gateway/AHN.
- From the FSS/Ross division:
  - 8 residents obtained their license through HACP Driver's Education program
  - 6 residents completed & obtained a Vocational Program Certification
  - 4 residents completed an adult education program to obtain a degree ( 2 RN's, 1 LPN, 1MPH) all FSS
  - 4 residents purchased a Home

Finally, look for the HACP News and Views magazine in an email near you.

End of Activity Report.

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

"AYES": Valerie McDonald-Roberts, Majestic Lane, Janet Evans  
Tammy Thompson, Cheryl Gainey and Rev. Burgess.

"NAYS": None

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

**PUBLIC COMMENTS:** There was one Public Comment were submitted.

Name: Domenic Presutti

Phone Number: 724-777-8342

Email: [reneweddevelopment@gmail.com](mailto:reneweddevelopment@gmail.com)

Want response? Yes  
Want read aloud? Yes  
Comment:

We recently purchased a property on 10/22 that had two Section 8 Tenants. We sent an email to Allison on 10/20 requesting the rents be forwarded to us. Alyson responded on 10/20 with the request of the necessary documentation to proceed. Monday 10/25 We responded with all necessary docs completed, with no response. We followed up on 11/1 asking for an update, no response. Made a phone call on November 18th, and we were told they had 30 days to complete the changeover. We followed up 11/30 at the 30 day mark, with no response. 12/8 Follow up NO RESPONSE. 12/10, NO RESPONSE, several phone calls in between. Most recently a phone call Today 12/15, we were told Alyson was out to lunch from 1-2. We haven't received November or December Rent, Totaling 3700.00, 925 per unit per month. We'd like rectification asap, and we'd like to work with the housing authority in future properties, but we need to see an increase in customer service.

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

### **RESOLUTION No. 71 of 2021**

#### **A Resolution - Approving the Housing Choice Voucher FY 2022 Fair Market Rent (FMR) Moving to Work (Higher) Payment Standards**

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) establishes Fair Market Rents (FMR) for each market area in the United States yearly; and

**WHEREAS**, on October 28, 2021, the Board of Commissioners of the Housing Authority for the City of Pittsburgh (HACP) approved 110% of the FY 2022 FMR to determine the HACP's FY 2022 Payment Standard; and.

**WHEREAS**, in an effort to increase affordable units within the City of Pittsburgh, the HACP established HUD-approved Moving to Work (MTW) activities under the FY 2021 HACP MTW Annual Plan. Some of the approved activities include establishing Housing Choice Voucher (HCV) alternative payment standards to include Mobility (Location-Based), Rehabilitation, and Reasonable Accommodations Payment Standards. Each of the three (3) referenced payment standards are calculated differently; and

**WHEREAS**, the Mobility (Location-Based) Payment Standard enables HCV owners to receive a Housing Assistance Payment (HAP) in an amount of up to 130% of the HUD approved FMR depending upon for which utilities the tenant is responsible. This payment standard is calculated by using 130% of the average of the designated, mobility zones' Small Area Fair Market Rent (SAFMR) for the zip codes associated with the identified area; and

**WHEREAS**, the Rehabilitation Payment Standard enables HCV owners to receive HAP in an amount up to 130% of the HUD approved FMR; and

**WHEREAS**, the Reasonable Accommodations Payment Standard enables HCV owners to receive HAP in an amount up to 120% of the HUD approved FMR depending on the number of accessible features that are added for the tenant and for which utilities the tenant is responsible; and

**WHEREAS**, HUD published Fiscal Year (FY) 2022 Fair Market Rents (FMRs) on August 6, 2021; and

**WHEREAS**, the HACP desires to apply the FY 2022 FMR to the MTW Mobility (Location-Based), Rehabilitation and Reasonable Accommodations Payment Standards with an effective date of January 1, 2022.

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

**Section 1.** The revised Mobility (Location-Based), Rehabilitation, and Reasonable Accommodations Payment Standards for the Housing Choice Voucher Program, (HCV) are approved as listed in the “Table of Exhibit” with an effective date of January 1, 2022.

The Chair asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution. Tammy Thompson seconded the motion. After a discussion:  
A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

## **RESOLUTION No. 72 of 2021**

### **A Resolution - Approving amendment of the Admissions and Continued Occupancy Policy**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) adopted its current Housing Admissions and Continued Occupancy Policy (ACOP) on or about January 1, 2021; and

**WHEREAS**, the current ACOP must be amended to clarify policy and procedures as it pertains to the Low-Income Public Housing (LIPH) Program; and

**WHEREAS**, the proposed amendment to the ACOP would clarify and replace the existing provisions under the current ACOP; and

**WHEREAS**, the proposed amendments to the ACOP were made available for public review and comment from November 15, 2021, to December 15, 2021, at all HACP management and administrative offices and on the HACP website; and

**WHEREAS**, the HACP provided public notice regarding the availability of the proposed changes for review and comment, and the dates and times for two (2) public hearings on the proposed changes; and

**WHEREAS**, public hearings were held on December 3, 2021, at 9 a.m. and 5:00 p.m. regarding the proposed changes, and no comments were received in writing by the HACP; and

**WHEREAS**, the Board of Commissioners of the HACP Pittsburgh have reviewed and given full consideration to the comments received.

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

Section 1. The Amendments of the Housing Authority of the City of Pittsburgh (HACP) Admissions and Continued Occupancy Policy (ACOP) are approved. The effective date of the changes will be January 1, 2022.

The Chair asked for a motion to approve the resolution. Tammy Thompson made a motion to approve the resolution. Majestic Lane seconded the motion. After a discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 73 of 2021**

#### **A Resolution Approving Amendments to the Housing Choice Voucher Program Administrative Plan**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) adopted its current Housing Choice Voucher (HCV) Program Administrative Plan (Admin Plan) on or about December 16, 2021; and

**WHEREAS**, the current HCV Program Admin Plan must be amended to clarify policy and procedures and to maintain compliance with federal regulations as it pertains to the HCV Program; and

**WHEREAS**, the proposed amendments to the HCV Program Admin Plan will clarify and replace existing provisions under the current HCV Program Admin Plan; and

**WHEREAS**, the proposed amendments to the HCV Program Admin Plan were made available for public review and comment from November 15, 2021, through December 15, 2021, on the HACP website at [www.hacp.org](http://www.hacp.org) and all other HACP electronic mediums; and

**WHEREAS**, the HACP provided public notice regarding the availability of the proposed changes for review and comment, on December 3, 2021, at 9 a.m. and 5 p.m. via zoom; and

**WHEREAS**, the HACP has not received any public comments at the close of business on December 15, 2021, and there were no participants to the Public Hearings held on December 3, 2021, at 9:00 a.m. and 5:00 p.m. regarding the proposed changes; and

**WHEREAS**, the proposed changes to the HCV Program Admin Plan are summarized on this link <https://hacp.org/app/uploads/2021/11/Administrative-Plan-Suggested-Changes.pdf> and will go into effect on January 1, 2022.

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

**Section 1.** The Amendments to the Housing Choice Voucher (HCV) Program Administrative Plan (Admin Plan) are hereby approved and will go into effect on January 1, 2022.

The Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve the resolution. Cheryl Gainey seconded the motion. After a discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 74 of 2021**

#### **A Resolution - Authorizing the Executive Director or his Designee to Enter into an Intergovernmental Agreement with the Allegheny County Housing Authority Police Department**

**WHEREAS**, the Housing Choice Voucher (HCV) Administrative Plan (Admin Plan), the Admissions and Continued Occupancy Policy (ACOP) for the Low-Income Public Housing (LIPH) Program, and the Moving To Work (MTW) Annual Plan of the Housing Authority of the City of Pittsburgh (HACP) require criminal background checks; and

**WHEREAS**, the HCV Admin Plan states that criminal background checks must be conducted on all adult family members who are applicants/participants to the HCV and the Project-Based Voucher (PBV) Programs; and

**WHEREAS**, the ACOP states that criminal background checks must be conducted on all adult family members who are applicants/participants to the LIPH Program; and

**WHEREAS**, the MTW Plan of the HACP requires that criminal background checks on all landlords who desire to rent to applicants and participants on the HCV Program; and

**WHEREAS**, the HACP previously entered into a contract with the Allegheny County Housing Authority (ACHA) Police Department to perform Criminal Background Checks and Reference Checks to landlords desiring to rent to the HCV Program; and

**WHEREAS**, the HACP seeks to enter a three (3) year contract with the ACHA Police Department to perform Criminal Background Checks and landlord Reference Checks as stated above, in an amount not to exceed \$157,346.40 per year with two (2) one (1) year extensions for the total amount not-to-exceed of \$801,034.79 for the total five (5) year period.

**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 an Intergovernmental Agreement with the Allegheny County Housing Authority (ACHA) Police Department to perform criminal background checks for participants/applicants on the Low-Income Public Housing (LIPH) Program and for applicants/participants on the Housing Choice Voucher (HCV) Program and landlords seeking to rent to persons on the Housing Choice Voucher (HCV) Program; and

**Section 2.** The Executive Director or his Designee is hereby authorized to enter into a three (3) year contract not to exceed \$157,346.40 per year with two (2) one (1) year extensions for the total amount not-to-exceed \$801,034.79 for a five (5) year period to be paid out of Moving to Work (MTW) funds.

The Chair asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution. Majestic Lane seconded the motion. After a discussion:  
A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 75 of 2021**

#### **A Resolution – Authorizing the Executive Director or his Designee to utilize the existing contract negotiated between the National Association of State Procurement Officials (NASPO) and Celco Partnership d/b/a Verizon Wireless for wireless Communication Service and Equipment**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) utilizes wireless communication service for select members of its workforce to improve services to our residents and increase efficiency of operations; and

**WHEREAS**, there currently exists a competitively procured contract with the National Association of State Procurement Officials (NASPO) and Cellco Partnership d/b/a/ Verizon Wireless (Cellco Partnership) for Wireless Communication Services and Equipment; and

**WHEREAS**, the HACP has utilized the services of Cellco Partnership, since 2013 with satisfactory results; and

**WHEREAS**, the HACP desires to contract with Cellco Partnership utilizing the existing NASPO agreement from January 1, 2022, until January 31, 2024; and

**WHEREAS**, the HACP seeks authorization to award a contract to Cellco Partnership for a term of twenty-four (24) months in an amount not to exceed \$444,023.25; and

**WHEREAS**, the 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 Cellco Partnership d/b/a Verizon Wireless to provide wireless communication services and equipment from January 1, 2022, through January 31, 2024, in an amount not to exceed \$444,023.25; and

**Section 2.** The amount designated shall be paid 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. Rev. Burgess seconded the motion. After a discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **Resolution No. 76 of 2021**

#### **A Resolution Adopting Updates to 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:** Sections 3.4, 5.1, 6.1, 6.2, 6.3, 6.5, 7.1, 7.2 and 11.5 of the Housing Authority of the City of Pittsburgh (HACP) Employee Handbook Sections, are hereby corrected. The Employee Handbook was previously approved pursuant to Resolution Number 18 of April 22, 2021.

The Chair asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution. Tammy Thompson seconded the motion. After a discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No.77 of 2021**

#### **A Resolution – Authorizing the Executive Director or his Designee to Advertise the Fiscal Year (FY) 2022 Housing Authority of the City of Pittsburgh Board of Commissioners Meeting Dates**

**WHEREAS**, the regular Board of Commissioners meetings of the Housing Authority of the City of Pittsburgh (HACP) shall be held on the dates noted in Section 1 of this resolution; and

**WHEREAS**, the HACP Board of Commissioners meetings will be publicly advertised in two (2) newspapers of general circulation specifying the date, time, and location of each meeting.

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

**Section 1.** The Executive Director is hereby authorized and directed to publicly advertise in the *Pittsburgh Post-Gazette*, *New Pittsburgh Courier*, and any other newspaper that the Executive Director considers necessary for the following HACP Board of Commissioners meeting dates, times, and location:

**Thursday, January 27, 2022**

**Thursday, February 24, 2022**

**Thursday, March 24, 2022**

**Thursday, April 28, 2022**

**Thursday, May 26, 2022**

**Thursday, June 23, 2022**

**Thursday, July 28, 2022**

**NO BOARD MEETING IN AUGUST**

**Thursday, September 22, 2022**

**Thursday, October 27, 2022**

**NO BOARD MEETING IN NOVEMBER**

**Thursday, December 15, 2022**

**Section 2.** All of the above meetings will be held at 10:30 a.m. via ZOOM Conferencing unless specified otherwise by public advertisement.

The Chair asked for a motion to approve the resolution. Cheryl Gainey made a motion to approve the resolution. Rev. Ricky Burgess seconded the motion. After a discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 78 of 2021**

#### **A Resolution - Authorizing the Executive Director or his Designee to Submit a Rental Assistance Demonstration (RAD) Application to HUD for New Pennley Place**

**WHEREAS**, New Pennley Place (Project), located in the East Liberty neighborhood of the City of Pittsburgh and completed between 1999 and 2002, is owned and operated by a private non-profit developer, The Community Builders, Inc., and consists of Phase I with 102 units, including 38 Low-Income Public Housing (LIPH) units currently under the Annual Contributions Contract (ACC), and Phase II with 34 units; and

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has a principal financial investment in Phase I of the Project in the amount of \$2,971,780; and

**WHEREAS**, the Project has reached the end of its 15-year tax credit compliance period, and it is in the best interest of the tenants currently living at the Property to re-syndicate the Project and rehabilitate the 38 LIPH units; and

**WHEREAS**, the HACP has identified the Project as suitable for conversion from LIPH subsidy to the Housing Choice Voucher (HCV) Project-Based Voucher (PBV) subsidy platform under the U.S. Department of Housing and Urban Development (HUD) Rental Assistance Demonstration (RAD) program to preserve the LIPH units with PBVs viable operating subsidy and provide the residents with quality housing; and

**WHEREAS**, HUD requires the submission of a RAD application to initiate its review process for a RAD PBV conversion before a developer submits a financial plan and evidentiary documents, which typically takes more than one (1) year or two (2) .

**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 submit an application to HUD for a RAD PBV conversion of the existing 38 low income public housing units in New Pennley Place Phase I; and

**Section 2.** The Executive Director or his Designee is hereby authorized to take any and all appropriate actions and execute all appropriate documents to carry out the resolution consistent with its terms.

The Chair asked for a motion to approve the resolution. Rev. Burgess made a motion to approve the resolution. Majestic Lane seconded the motion. After a discussion:  
A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 79 of 2021**

#### **A Resolution - Authorizing the Executive Director or his Designee to Increase the Commitment of Funds for Development of Three (3) Scattered-Site Replacement Units for Larimer/East Liberty Choice Neighborhoods**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) is the lead grantee, and the City of Pittsburgh is the co-grantee, of the U.S. Department of Housing and Urban Development's (HUD) Choice Neighborhoods Implementation Grant (CNIG) for Larimer/East Liberty neighborhoods, and the Urban Redevelopment Authority (URA) is the neighborhood implementation entity of the CNIG program; and

**WHEREAS**, pursuant to HUD’s approval of the CNIG housing plan revision, the HACP and the URA have entered into an intergovernmental cooperation agreement (Agreement) to develop three (3) CNIG scattered site replacement units in Larimer neighborhood (Scattered Site Development); and

**WHEREAS**, the HACP Board Resolution No. 33 of 2019 dated September 26, 2019, initially authorized a total development fund of \$1,000,000.00 for the Scattered Site Development under the Agreement; and

**WHEREAS**, due to the unprecedented supply shortage of construction materials, the increased demand and significant increase in construction cost given the pandemic and the volatile nature

of the construction materials market, the Scattered Site Development is in need of additional funding of up to **\$677,127.62** (increasing the total development budget to **\$1,677,127.62**); and

**WHEREAS**, the total development budget shall be paid from Moving to Work (MTW) funds and/or Program Income.

**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 up to \$1,677,127.62 to support the Scattered Site Development; and

**Section 2.** 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 Scattered Site Development and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the activities contemplated herein.

The Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve the resolution. Tammy Thompson seconded the motion. After a discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

## **RESOLUTION No. 80 of 2021**

### **A Resolution – Ratifying a Contract Extension with HERC Rental for Renting Commercial Portable Air Conditioner Units for HVAC Piping Replacement at Gualtieri Manor-AMP-20**

**WHEREAS**, in May 2021, the Housing Authority of the City of Pittsburgh (HACP) utilized a three (3) Quote Request Process to procure HERC Rental to rent commercial portable air conditioners during the replacement of the pipes of the HVAC system in Gualtieri Manor senior building; and

**WHEREAS**, the total amount of HERC Rental’s portable air conditioners Lease Agreement (Rent Agreement) was \$6,338.80 for the original rent period of three (3) months ending in August 2021; and

**WHEREAS**, The project schedule for the HVAC pipes replacement was extended for additional three (3) months ending in November 2021; and

**WHEREAS**, the rent period of the Rent Agreement was also extended for three (3) additional months from August to November 2021 and it increased the rental contract by \$ 6,338.80.

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

**Section 1.** The extension of the HERC Rental’s Rent Agreement is hereby ratified in order for the HACP to make a total payment to HERC Rental in the amount of **\$12,677.60**; and

**Section 2.** The total amount of the Rent Agreement shall be paid from Moving to Work (MTW) funds.

The Chair asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution. Tammy Thompson seconded the motion. After a discussion:  
A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 81 of 2021**

#### **A Resolution – Authorizing the Executive Director or his Designee to Enter into Multiple Purchase Order Contracts for Office Furniture at 412 Boulevard of the Allies, AMP #PA001000099**

**WHEREAS**, The Housing Authority of the City of Pittsburgh (HACP), along with 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 (Project); and

**WHEREAS**, the HACP has determined the need for office furniture and has worked with the HACP’s architectural firm for the Project, AE7 Pittsburgh, LLC, for space planning and design of office furniture; and

**WHEREAS**, the HACP will utilize the Pennsylvania State Department of General Services COSTARS procurement program (COSTARS) to enter into multiple purchase order contracts through P & E Educational Furniture & Equipment, Inc., a COSTARS designated furniture dealer; and

**WHEREAS**, the total amount for the multiple purchase orders for office furniture, including installation, as further detailed in Attachment A is \$1,014,367.82; and

**WHEREAS**, due to supply chain issues related to the Covid-19 pandemic and volatility of the market, prices are likely to fluctuate until the time of purchase precipitating the need for a

contingency in the amount up to twenty percent (20%) or \$202,873.56 for a total not-to-exceed amount of \$1,217,241.38 for the purchase of office furniture; and

**WHEREAS**, the HACP may utilize proceeds from debt issued by the City in 2018 for the purposes of acquisition and build-out of 412 Boulevard of the Allies (City General Obligation Note); 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 multiple purchase order contracts in an amount not to exceed \$1,217,241.38 through P & E Educational Furniture & Equipment, Inc. for office furniture for the Project; and

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

The Chair asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution. Rev. Burgess seconded the motion. After a discussion:  
A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 82 of 2021**

#### **A Resolution - Authorizing the Executive Director or his Designee to enter into a Two (2) year Contract Renewal with Salsgiver Inc. for Data, Internet Communications & Colocation Services Communications Services for The Housing Authority of the City of Pittsburgh**

**WHEREAS**, to ensure the safety of its Residents, the Housing Authority of the City of Pittsburgh (HACP) has installed security cameras in all Low-Income Public Housing (LIPH) communities; and

**WHEREAS**, to enhance the HACP telephony services, the HACP has installed Voice-Over Internet Protocol (VOIP) telephones in all of the HACP administrative and community offices; and

**WHEREAS**, the HACP has migrated its core Housing Authority Management Information System to a cloud-hosted service to enhance community services via internet-based portals while improving the HACP staff productivity; and

**WHEREAS**, security cameras, VOIP telephones and cloud hosted systems require reliable high speed data communications between the HACP sites as well as access to cloud-based services via Internet to function properly; and

**WHEREAS**, the contract for Data Communications & Internet Services was awarded to Salsgiver Inc. in October of 2016 for two (2) years and renewed for two (2) additional years which ends on December 31, 2021. Salsgiver Inc. installed and connected 18 HACP community sites, operated the fiber optic high-speed dedicated network connecting all HACP sites to the existing head office at 200 Ross Street and provided access to the internet via a 220 Mbps dedicated link. Salsgiver, Inc. also provided the co-location of network equipment (firewall, servers & switches). The monthly recurring cost for the above services was \$19,969.00; and

**WHEREAS**, Salsgiver Inc. has been a reliable Data Communications and Internet Service provider for the previous five (5) years which has included the ongoing COVID-19 pandemic; and

**WHEREAS**, the HACP wants to retain the existing Salsgiver Inc. Managed Fiber Cabled Network which includes the 18 Community Sites while adding a 10 Gbps link for the New Head Office located at 412 Boulevard of the Allies to the existing HACP Fiber Cabled Network and providing increased Internet Bandwidth to meet the growing demand for cloud services, website access, tenant, and landlord portals and to support HACP working from home; and

**WHEREAS**, this procurement will be conducted in accordance with the 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 Renewal of the existing Data Communications Services & Internet Contract with Salsgiver, Inc. for a period of two (2) years, in an amount not to exceed \$551,256.00 for a monthly reoccurring charge of \$22,969.00; and

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

The Chair asked for a motion to approve the resolution. Rev. Burgess made a motion to approve the resolution. Tammy Thompson seconded the motion. After a discussion:  
A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

## RESOLUTION No. 83 of 2021

### **A Resolution – Authorizing the Executive Director or his Designee to Enter into a Professional Services Contract with The Nelrod Company for Green Physical Needs Assessment and Integrated Energy Audit**

**WHEREAS**, The United States Department of Housing and Urban Development (HUD) requires public housing authorities (PHA) to conduct periodic Physical Needs Assessments (PNA) of its housing stock; and

**WHEREAS**, the Housing Authority City of Pittsburgh (HACP) has determined that it is prudent and in its best interest to obtain a Green Physical Needs Assessment and Integrated Energy Audit (GPNA) of its existing property portfolio for the purpose of long term strategic planning; and

**WHEREAS**, on September 19, 2021, the HACP advertised Requests for Proposals (RFP) #600-32-21 seeking qualified professionals to conduct a GPNA; and

**WHEREAS**, on October 26, 2021, the HACP received five (5) proposals for professional services in response to the RFP; and

**WHEREAS**, The Nelrod Company was selected as the highest ranked, responsive, and qualified firm to provide the services with a bid amount of \$154,499.00 and will be subject to the Pittsburgh Equal Opportunity Review Commission’s (EORC) approval; 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 Professional Services Contract with The Nelrod Company in the total amount of \$154,499.00 with The Nelrod Company to conduct a GPNA for the HACP’s existing portfolio; and

**Section 2.** The total amount of the contract shall 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. Cheryl Gainey seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

**EXECUTIVE REPORT:** Mr. Binion addressed the Board and thanked them for their leadership. He thanked the staff and the awards mentioned that shed a light on the great job they



do. We want to sustain what we have done in 2021 regarding COVID. We have systems in place with complex procedures. We are focused on resident training, self-sufficiency and upward mobility. Happy Holidays to the Board, staff and all residents.

**NEW BUSINESS: There was no new business.**

Mr. Gainey and Janet Evans addressed the Board to say Merry Christmas and Happy Holidays.

**AJOURNMENT:** The Chair asked for a motion to adjourn the meeting Majestic Lane made motion to adjourn and Janet Evans seconded the motion.

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

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

“NAYS”: None

Recording Secretary

Handwritten signature of Amy L. Shaffer in blue ink.