

HOUSING AUTHORITY OF THE CITY OF PITTSBURGH
BOARD OF COMMISSIONERS
MEETING MINUTES
APRIL 28, 2022
VIA ZOOM WEBINAR

The Housing Authority of the City of Pittsburgh (HACP) held a regularly scheduled Board meeting on Thursday, April 28, 2022 via ZOOM Webinar conferencing. The meeting began at 10:30 a.m.

The HACP Chair, Valerie McDonald-Roberts chaired the meeting and called the meeting to order. The Commissioners in attendance were: Ms. Tammy Thompson, Ms. Janet Evans, Alex Laroco, Ms. Cheryl Gainey and Mrs. Valerie McDonald-Roberts. Rev. Ricky Burgess and Mr. Majestic Lane were not in attendance.

Next, the Chair noted that the Board members previously received a copy of the March 24, 2022, Board Meeting Minutes and asked for a motion to approve the minutes. Alex Laroco 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”: Janet Evans, Alex Laroco, Cheryl Gainey,
Tammy Thompson and Valerie McDonald-Roberts

“NAYS”: None

The Chair declared the motion carried and the minutes approved.

ACTIVITY REPORT:

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 Alex Laroco seconded the motion.

Michelle Sandidge presented the April Activity Report:

HACP held meetings with Carlow University staff and their Board, Tacoma Washington and Erie County HA, as well as regional HUD regarding a creative student housing concept to utilize FUP and Homeless vouchers for youth aging out of Foster Care and are homeless.

VITA tax Program: Money to be received for residents is \$890,891.00.

Heinz Endowments interview with Mr. Binion on the state of affordable housing, look for it soon in the H (Heinz) magazine.

CVS/EOM graduation of a third and fourth cohort: 8 resident graduates to become Pharm Techs. The Valedictorian was an HCV resident and graduated highest in the class

Meeting with HUD and US Department of Naturalization and Immigration: Partnering to replicate initiatives happening for NVH and Murry towers regarding refugee and immigrant residents

This just in from Harrisburg: Pennsylvania Early Learning Investment Commission's *Response in Caring* award, recognizes an initiative that has been truly creative in expanding access to high quality child care within a community. The Commission is pleased to recognize ABK Learning and Development Center, Duquesne University and the Housing Authority of the City of Pittsburgh's innovative and collaborative project during our May 10th (virtual) Early Learning Economic Summit. Through creativity, leadership, and commitment to quality early learning, your partnership goes beyond traditional methods to advance two-generation workforce solutions. We are excited to lift up your example to business leaders, funders, educators, and legislators across the Commonwealth.

The *Response in Caring* recognition will consist of an introduction of the commendable work by former Governor Mark Schweiker. We will then show a brief, pre-recorded video highlighting the partners: Lesley Crawford, Michelle Sandidge, and Dr. Christopher Meidl.

HACP we received a 25k grant to hold a virtual parenting pilot program for young mothers. Due to the generosity of Highmark Wholecare proposal from HACP's Mungereza Mayende Arita and Brandy Weatherspoon.

Congratulations to our own Michelle Ralston for being elected to the MARC (Mid Atlantic Regional Council) NAHRO regional Board.

End of Activity Report.

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

"AYES": Janet Evans, Alex Laroco, Cheryl Gainey,
Tammy Thompson and Valerie McDonald-Roberts

"NAYS": None

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

PUBLIC COMMENTS: There were no public comments submitted.

Next, Ms. McDonald-Roberts introduced the Resolutions:

RESOLUTION No 19 of 2022

A Resolution- Approving an Amendment to the HACP FY 2022 Moving to Work Annual Plan, and Authorizing the submission of the Amended Annual Plan to HUD

WHEREAS, on November 17, 2000, the Housing Authority of the City of Pittsburgh (HACP) and the U.S. Department of Housing and Urban Development (HUD) executed an agreement authorizing the HACP to participate in the Moving to Work (MTW) Demonstration; and

WHEREAS, the MTW Demonstration requires PHAs to submit an MTW Annual Plan to HUD, for review and approval, and the HACP’s Fiscal Year 2022 (FY 2022) MTW Annual Plan was approved by HUD on December 28, 2021; and

WHEREAS, the HACP is proposing to amend the HUD-approved FY 2022 Annual Plan to include revising all of its MTW payment standards in addition to the regular payment standards; and

WHEREAS, the HACP is eliminating the Mobility Payment Standards altogether as the opportunity areas were redesigned and enhanced to better reflect the local rental market; and

WHEREAS, the HACP redesigned the rehabilitation and exception payment standards to complement the changes to the Mobility Payment Standards to better reflect the local rental market; and

WHEREAS, the proposed amendment to the FY 2022 MTW Annual Plan was open for public review and comment from Sunday, February 20, 2022 to Tuesday, April 12, 2022, and two (2) public hearings were held on Wednesday, April 13, 2022; and

WHEREAS, the proposed revisions to the FY 2022 MTW Annual Plan were reviewed and discussed at the Resident Advisory Board (RAB) meeting; and

WHEREAS, there were no attendees at either of the public hearings and zero (0) comments to be considered regarding the revised FY 2022 MTW Annual Plan.

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 approve the amendment to the HACP’s FY 2022 MTW Annual Plan to include revising all of its MTW payment standards in addition to the regular payment standards; and the submission of the amended plan to HUD.

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

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

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

“NAYS”: None

The Chair declared the motion carried and the Resolution approved.

RESOLUTION No. 20 of 2022

A Resolution - Authorizing the Executive Director or his Designee to amend an existing Contract with Water Transfer Solutions Inc. for Vacant Lot Land Care Services in the Middle Hill and Hamilton Larimer District for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority City of Pittsburgh (HACP) owns several vacant lots within the city of Pittsburgh which require maintenance; and

WHEREAS, On March 15, 2020 the HACP issued a Request for Proposal (RFP) for Grass Cutting of Vacant Lots in the Middle Hill. Water Transfer Solutions Inc. submitted the lowest, responsive proposal; and

WHEREAS, the HACP would like to extend Water Transfer Solutions Inc. contract for an additional one (1) year with additional cutting services and add the Hamilton Larimer site for six (6) cutting services for a total of twelve (12) cutting services over the next two (2) years, (identified lots for services is attached); and

WHEREAS, with the additional two (2) cutting services per year to the Middle Hill and the addition of Hamilton Larimer twelve (12) cutting services, the increase will be \$317,028.80; 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 execute a contract amendment to the existing contract with Water Transfer Solutions Inc. for Grass Cutting of Vacant Lots in the Middle Hill District and Hamilton Larimer in an amount of \$317,028.80; and

Section 2. The amended total contract amount shall not exceed \$690,302.40 for the additional Middle Hill cutting services and adding the Hamilton Larimer site with an additional one (1) year extension for a total of four (4) years; and

Section 3. The amount shall be paid from Program Income and/or Moving to Work (MTW) funds.

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

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

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

“NAYS”: None

The Chair declared the motion carried and the Resolution approved.

RESOLUTION No. 21 of 2022

A Resolution - Authorizing the Executive Director or his Designee to Purchase Three (3) Vehicles

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is necessary to replace three (3) vehicles in its fleet, in order to support operational needs throughout the Authority; and

WHEREAS, the HACP has identified the Commonwealth of Pennsylvania Department of General Services Co-Stars Cooperative Purchasing Agreement that can be used for the purchase of vehicles and the purchase and installation of additional equipment; and

WHEREAS, through the identified purchasing cooperative agreement, the three (3) vehicles and associated installed equipment specified by the HACP can be purchased for a cost of \$115,925.00; and

WHEREAS, this procurement was conducted in accordance with applicable federal, state, and local 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 award a contract for the purchase of vehicles and the purchase and installation of additional equipment under the terms of the Commonwealth of Pennsylvania Department of General Services Co-Stars Cooperative Purchasing Agreement in the amount of \$115,925.00; and

Section 2. The total amount 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 and Alex Laroco seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the Resolution approved.

RESOLUTION No. 22 of 2022

A Resolution – Authorizing the Executive Director or his Designee to Execute a Change Order with OSA Global Security, LLC for Additional Fire Watch Services at Homewood North Family Community, AMP-20

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) authorized the execution of a service contract with OSA Global Security, LLC to provide fire watch services (Service) in order to support sprinkler system repair project in Homewood North (Contract); and

WHEREAS, the original amount of the Contract was \$7,200.00 and was insufficient due to the additional hours of Services which was affected by City Department of Permits, Licenses, and Inspection’s inspection/approval process; and

WHEREAS, a total of 428 additional hours of Services shall be paid through a change order to the Contract in the amount of \$25,680.00 (Change Order); and

WHEREAS, the Change Order will increase the original contract amount by more than 20% which requires Board of Commissioners approval.

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 execute a change order for the Contract with OSA Global Security, LLC for \$25,680.00 which increases the total amount of Contract to **\$32,880.00**; and

Section 2. The Contracts shall be paid from Program Income and/or Moving to Work (MTW) funds

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

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

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

“NAYS”: None

The Chair declared the motion carried and the Resolution approved.

RESOLUTION No. 23 of 2022

A Resolution – Authorizing the Executive Director or his Designee to Ratify a Contract with Graciano Corporation for the Exigency Undertaking of Emergency Work to Stabilize and Remediate Balconies at Pennsylvania Bidwell High Rise, AMP-15

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) identified hazardous deteriorating balcony conditions at Pennsylvania Bidwell High Rise (High-rise); and

WHEREAS, the Executive Director and Chairperson of the Board of Commissioners have declared an exigency for the HACP to take any and all actions necessary to stabilize and remediate the conditions of the balconies at the High-rise (Emergency Work); and

WHEREAS, the HACP has retained Graciano Corporation through its emergency procurement procedures for the performance of the Emergency Work (Contract); and

WHEREAS, this procurement was performed in accordance with applicable State and Federal regulations and the procurement policies and procedures of the HACP.

WHEREAS, The Executive Director and Chairperson of the Board of Commissioners declared an exigency on April 1, 2022, for the HACP to take any and all actions necessary to stabilize and remediate the balconies.

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

Section 1. The Contract is hereby ratified and the Executive Director or his Designee is hereby authorized and directed to take all actions determined to be necessary, that are legally permissible and necessary or advisable to carry out the Emergency Work to stabilize and remediate the balconies at Pennsylvania Bidwell High Rise; and

Section 2. The fiscal authorization at the time of the exigency allocated was \$500,000.00. The 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 and Cheryl Gainey seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the Resolution approved.

RESOLUTION No. 24 of 2022

A Resolution – Ratifying the Executive Director’s Decision to Enter into a Contract with AdvizeX Technologies, LLC for Office Network Services at 412 Boulevard of the Allies, AMP- 99

WHEREAS, the Housing Authority City of Pittsburgh (HACP), along with the Urban Redevelopment Authority (URA) and the City of Pittsburgh, purchased the building located at 412 Boulevard of the Allies in Pittsburgh, Pennsylvania to be used as administrative office space (Building); and

WHEREAS, the HACP has determined the need for computer network infrastructure design, implementation, and maintenance services at the Building (Network Services) to meet the telecommunication requirements of the HACP; and

WHEREAS, the Central Susquehanna Intermediate Unit oversees the Pennsylvania Education Purchasing Program for Micro-computers (PEPPM) and has multiple pre-approved firms with contracts available to public sector purchasers for Network Services; and

WHEREAS, on March 15, 2022, the HACP received a quote from AdvizeX Technologies, LLC (AdvizeX); an authorized reseller under a PEPPM contract for the Network Services in the amount of \$385,960.00 for Network Services; and

WHEREAS, market shortages for critical equipment such as integrated circuits, necessitated the HACP to enter into a contract with AdvizeX for Network Services to mitigate additional delays due to the supply chain shortages and further rising material costs during the week of April 11, 2022; 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:

Section 1. The Executive Director or his Designee’ decision to enter into a contract with AdvizeX Technologies, LLC, to provide Network Services at the Building in the amount of \$385,960.00 is hereby affirmed and ratified; and

Section 2. The total amount of the contract 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 and Alex Laroco seconded the motion. After a discussion:

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

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

“NAYS”: None

The Chair declared the motion carried and the Resolution approved.

RESOLUTION No. 25 of 2022

A Resolution – Authorizing the Executive Director or his Designee to Utilize Program Income Funds to Acquire Property to be used for the sole purpose of Furthering Affordable Housing Options in the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is committed to continuing to provide affordable housing options in the City of Pittsburgh; and

WHEREAS, the HACP is actively seeking to acquire both single family homes as well as multi-unit structures within the City of Pittsburgh; and

WHEREAS, the HACP will utilize Program Income Funds up to \$3,000,000.00 for acquisition of the identified properties.

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 utilize Program Income Funds in an amount not to exceed \$3,000,000.00 for acquisition multiple residential units; and

Section 2. The Executive Director or his Designee is hereby authorized and directed to (i) negotiate, execute, and deliver all such agreements, documents and instruments and take all such other actions as it shall determine to be necessary or desirable in order to effect the property acquisition and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the activities contemplated herein; and

Section 3. The Executive Director or his Designee is hereby authorized and directed to take such other actions, from time to time, which are necessary, advisable, or proper in connection with the acquisition of residential units including, without limitation, the execution and delivery of all agreements, writings, and documents (and all amendments, changes, modifications, and additions thereto).

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

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

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

“NAYS”: None

The Chair declared the motion carried and the Resolution approved.

RESOLUTION No. 26 of 2022

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$48,988.73 from Tenant Accounts Receivable for the Months of January 2022 through March 2022.

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 January 2022 through March 2022 is \$48,988.73; 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 \$48,988.73 which is 2.34% of the total rent and associated charges of \$2,092,268.81 for the 1st quarter of 2022.

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 \$48,988.73 from the Tenant Accounts Receivables (TARs) balance for January 2022 through March 2022 is hereby ratified.

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

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

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

“NAYS”: None

The Chair declared the motion carried and the Resolution approved.

EXECUTIVE REPORT: Mr. Binion addressed the Board and reminded them that they have received the Operations, Finance and Executive Reports. Mr. Binion thanked the Board for their guidance on all the new activities occurring at the HACP. We continue to provide and strive for excellence in customer service.

Mr. Binion announced that we have hired over 40 people this year due to the stellar recruitment efforts of our HR Director, Marian Woods, and her team. They have been very successful in this difficult market by utilizing innovative techniques. We strive to hire and retain the best possible employees.

NEW BUSINESS: Ms. Gainey addressed the board and conveyed that she is very proud to be a part of the HACP. She said she has traveled to other cities such as Buffalo, Philadelphia, Florida and Ohio and they have nothing on the HACP. She stated that they may put up a new building, but when returning the next year, the property is not kept up and looks terrible.

Second item Mrs. Gainey discussed was her extreme displeasure with the Choice Neighborhoods communication with the residents.

Janet Evans addressed the board and mentioned that the HACP should be aware of fake guns and BB guns.

Mr. Binion next stated that there is going to be a march for peace starting at the Envision Center and continue through the Hill District on Saturday, April 30, 2022.

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

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

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

“NAYS”: None

The Chair declared the motion carried and the meeting adjourned.

Recording Secretary

A handwritten signature in blue ink that reads "Amy L. Shaffer". The signature is written in a cursive style with a large, stylized initial 'A'.