

**THE HOUSING AUTHORITY OF THE CITY OF PITTSBURGH  
BOARD MEETING  
AGENDA  
SEPTEMBER 22, 2022**

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- 1. Roll Call.**
- 2. Motion to Approve the July 2022, Housing Authority of the City of Pittsburgh (HACP) Board of Commissioners Meeting Minutes.**
- 3. Motion to Approve the Previously Received Activity Report for July and August 2022.**
- 4. Acknowledgement of Public Comments.**
- 5. Resolution No. 41 of 2022 – Adopting an updated Housing Authority of the City of Pittsburgh Procurement and Disposition Policy.**
- 6. Resolution No. 42 of 2022 - Authorizing the Executive Director or his Designee to execute a Contract Amendment with Access Information Protected to provide file storage, file tracking and file shredding services Authority-wide.**
- 7. Resolution No. 43 of 2022 - Authorizing the Executive Director or his Designee to Amend the Monetary Value of the Professional Services Contract for Constable Services by Twenty Percent.**
- 8. Resolution No. 44 of 2022 - Authorizing the Executive Director or his Designee to approve the Fiscal Year 2023 Budget for the Housing Authority of the City of Pittsburgh.**
- 9. Resolution No. 45 of 2022 - Authorizing the Housing Authority of the City of Pittsburgh to Execute a Grant Agreement with Clean Slate E3 to Provide \$73,074 in Program Income to the Clean Slate E3 Scholarship Program.**
- 10. Resolution No. 46 of 2022 - Authorizing the Executive Director or his Designee to Enter Into An Contract with Edgeworth Security to provide Professional Services to Monitor and Export Camera Footage.**
- 11. Resolution No. 47 of 2022 - Authorizing the Executive Director or Designee to Award a Contract to Keelen Brothers for Tree Service and Shrub Removal Authority-Wide for the Housing Authority of the City of Pittsburgh.**
- 12. Resolution No. 48 of 2022 - Ratifying the Executive Director’s decision to execute a Requisition and Purchase Order for six (6) Ford Fleet Transit Vehicles for the Housing Authority of the City of Pittsburgh.**

- 13. Resolution No. 49 of 2022 – Ratifying the Executive Director’s decision to execute a Contract to award US Inspections Group, Inc., a neutral third-party firm, to provide Pre-REAC Inspection Services Authority-Wide, for the Housing Authority of the City of Pittsburgh.**
- 14. Resolution No. 50 of 2022 - Authorizing the Commitment of Funds for the Repayment of an Affordable Housing Program Partnership Loan for the Manchester Redevelopment.**
- 15. Resolution No. 51 of 2022 - Authorizing the Acquisition and Re-conveyance of the General Partnership Interests in Manchester Housing Partnership LP I, Manchester Housing Partnership LP II, Manchester Housing Partnership LP III, and Manchester Housing Partnership LP IV and the Cancellation of Existing Debt and the Discharge of Related Mortgages.**
- 16. Resolution No. 52 of 2022 - Authorizing the Executive Director or his Designee to Enter Into a Contract with Reliant IT to Provide an Upgraded Security Camera System for the Housing Authority of the City of Pittsburgh Family and Hi-Rise Communities.**
- 17. Resolution No. 53 of 2022 – Approving the Housing Authority of the City of Pittsburgh FY 2023 Moving to Work (MTW) Annual Plan, and authorizing the Executive Director or his Designee to submit the Annual Plan to the U.S. Department of Housing and Urban Development.**
- 18. Resolution No. 54 of 2022 - A Resolution - Adopting an Updated Housing Authority of the City of Pittsburgh Employee Handbook.**
- 19. Resolution No. 55 of 2022 - Authorizing the Executive Director or his Designee to purchase 500 Samsung Galaxy Tablets for residents participating in the Housing Authority of the City of Pittsburgh Resident Self Sufficiency programs.**
- 20. Resolution No. 56 of 2022 - Authorizing the Executive Director or his Designee to increase the funding for the Contract with Oxford Life to provide paid-up whole Life Insurance policies**
- 21. Resolution No. 57 of 2022 - Ratifying the Executive Director’s Decision to amend the contract with SMC Consulting, LLC for additional Move Management Services for the 412 Boulevard of the Allies relocation, AMP-99.**
- 22. Resolution No. 58 of 2022 - Ratifying the Executive Director’s Decision to utilize the existing contract negotiated between Kern County Superintendent of Schools and SYNEX Corporation (distributor) to source additional Office Network Services from AdvizeX Technologies, LLC (authorized reseller) for 412 Boulevard of the Allies, AMP-99.**

- 23. Resolution No. 59 of 2022 - Ratifying the Executive Director's Decision to utilize an existing contract negotiated between CSIU and Clark Contractors, Inc. for Capital Improvements at Bedford Dwellings, AMP-02.**
- 24. Resolution No. 60 of 2022 - Ratifying the Executive Director's Decision to increase the value of the contract with CertaSite, LLC for Inspection, Testing and Maintenance of Fire Sprinkler Systems Authority-Wide, AMP-99.**
- 25. Resolution No. 61 of 2022 - Ratifying the Executive Director's Decision to enter into contracts with JW Restoration, LLC dba Servpro of Metro Pittsburgh East and Hadfield Elevator, LLC for Exigent Fire Recovery Services at Frank H. Mazza Pavilion, AMP-40.**
- 26. Resolution No. 62 of 2022 - Ratifying the Action of the Executive Director to Suspend the Review of Property Taxes.**
- 27. Executive Report.**
- 28. New Business.**
- 29. Adjournment.**

**Board Meeting  
September 22, 2022  
Agenda Item No. 5**

**RESOLUTION No. 41 of 2022**

**A Resolution - Adopting an updated Housing Authority of the City of Pittsburgh  
Procurement and Disposition Policy**

**WHEREAS**, HUD Handbook 7460.8 REV2 Section 2.2 states that public housing are required to establish and follow a written procurement policy that is consistent with 24 CFR 85.36; and

**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 Procurement and Disposition Policy, are necessary to improve clarity of the Procurement and Disposition Policy 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:** The updated Housing Authority of the City of Pittsburgh (HACP) Procurement and Disposition Policy referenced above, is hereby adopted in its entirety, and replaces the Procurement and Disposition Policy which was previously approved pursuant to Resolution Number 27 of 2019.

**RESOLUTION No. 42 of 2022**

**A Resolution – Authorizing the Executive Director or his Designee to execute a Contract Amendment with Access Information Protected to provide file storage, file tracking and file shredding services Authority-wide**

**WHEREAS**, on July 24, 2014, pursuant to Board Resolution #22 of 2014, the Housing Authority of the City of Pittsburgh (HACP) entered into a Professional Services Agreement with Business Records Management for file storage, file tracking and file shredding; and

**WHEREAS**, over the course of the contract, the number of departments and/or sites utilizing file storage, file tracking and file shredding services was greater than originally projected; and

**WHEREAS**, a contract amendment to increase the dollar amount of the contract by 20% to prevent interruption in file storage, file tracking and file shredding services was executed on August 1, 2017; and

**WHEREAS**, on March 22, 2018, pursuant to Board Resolution #13 of 2018, the HACP entered an amendment to the contract with Access Information Protected for file storage, file tracking and file shredding services to increase the contract amount by \$8,990.70 with the amended total contract amount not to exceed \$93,812.17; and

**WHEREAS**, a contract amendment to increase the dollar amount of the contract by \$8,990.70 to \$102,802.87 to prevent interruption in file storage, file tracking and file shredding services was approved by Board Resolution 37 of July 22, 2021; and

**WHEREAS**, a contract amendment to increase the dollar amount of the contract by \$35,000.00 to \$137,802.87 to prevent interruption in file storage, file tracking and file shredding services was approved by Board Resolution 70 of October 28, 2021; and

**WHEREAS**, an additional modification is needed to prevent interruption of services while electronic conversion of the files is completed.

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

**Section 1.** The Executive Director or his Designee is hereby authorized to execute a contract amendment to the contract with Access Information Protected for file storage, file tracking and file shredding services to increase the contract amount by \$35,000; and

**Section 2.** The amended total contract amount shall not exceed \$172,802.87 and shall be paid by program income or Moving To Work (MTW) funds.

**RESOLUTION No. 43 of 2022**

**A Resolution - Authorizing the Executive Director or His Designee to Amend the Monetary Value of the Professional Services Contracts for Constable Services by Twenty Percent**

**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**, the HACP is currently under contract with Constable Antione P. Malloy Sr. and Malloy Legal Services for constable services; and

**WHEREAS**, the monetary value of the contract with both Malloy Legal Services is exhausted and the contract with Constable Antione P. Malloy Sr. is nearly exhausted; and

**WHEREAS**, the HACP must issue a Request For Proposal (RFP) to procure constable services; and

**WHEREAS**, by adding funds to the overall contract cost, the HACP can continue utilizing the services of a third-party entity until another third-party vendor is selected through the formal RFP process; and

**WHEREAS**, the HACP is requesting to add \$120,000.00 (\$60,000.00 each) to the current contracts with Constable Antione P. Malloy Sr. and Malloy Legal Services for constable services will continue through the RFP Process and awarding of the new contract.

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

**Section 1.** Authorize the Executive Director or his Designee to add funds to the contract with Antione P. Malloy Sr. and Malloy Legal Services in an amount not to exceed \$120,000.00 which equals 20% of the current contract price.

**RESOLUTION No. 44 of 2022**

**A Resolution - Authorizing the Executive Director or his Designee to approve the Fiscal Year 2023 Budget for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has prepared its Fiscal Year (FY) 2023 budget; and

**WHEREAS**, the HACP finds the proposed total expenditures necessary for an efficient and economical operation, the provision of resident services, and the continuation of modernization and development activities; and

**WHEREAS**, the projected total revenue provides sufficient funds to support the HACP’s activities as follows:

<b>2023 Total Budget Sources</b>	<b>\$195,355,508</b>
<b>2023 Total Budget Uses</b>	<b>\$195,355,508</b>
<b>2023 Net Surplus/(Deficit)</b>	<b>\$0</b>

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

**Section 1.** The Fiscal Year 2023 Budget in the amount of \$195,355,508 is hereby approved; and

**Section 2.** The Executive Director or his Designee is hereby authorized and shall take such measures as may be necessary to place the FY 2023 Budget into effect.

**RESOLUTION No. 45 of 2022**

**A Resolution – Authorizing the Housing Authority of the City of Pittsburgh to Execute a Grant Agreement with Clean Slate E3 to Provide \$73,074 in Program Income to the Clean Slate E3 Scholarship Program**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) received payment from the Synergy Comp Insurance Company in the amount of \$73,074 on February. 9, 2022 (check #010334). These funds were a refund based on the HACP’s FY 2021 performance audit, which have been accepted and deposited as program income; and

**WHEREAS**, the HACP has identified the need to provide financial assistance to college-bound HACP residents 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 the HACP 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 \$400,000 to NEED since that time; and

**WHEREAS**, Clean Slate E3 plans to continue partnering with NEED during the 2022-2023 academic year and will revisit the partnership, with an agreement 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 the HACP’s non-profit affiliate Clean Slate E3 and provide \$73,074 in Program Income; and

**Section 2.** The HACP’s Grant Agreement with Clean Slate E3 will mandate that the provided funds in the amount of \$73,074 will be used for the Clean Slate E3 Scholarship Program, which is to be administered to qualified HACP residents for post-secondary education.



**RESOLUTION No. 46 of 2022**

**A Resolution—Authorizing the Executive Director or his Designee to Enter Into A Contract with Edgeworth Security to provide Professional Services to Monitor and Export Camera Footage**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has a continuing need for security cameras at the HACP communities as a part of its plan to synthesize resources from law enforcement, private security, and technology; and

**WHEREAS**, the HACP to enhance the safety and security of the HACP communities has a continuous need for reviewing and exporting video for law enforcement and other internal and external customers in a timely manner is needed: and

**WHEREAS**, there is a continuous need to be notified expeditiously of any malfunctions with the camera systems; and

**WHEREAS**, this procurement was conducted 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 an contract with Edgeworth Security, to monitor and export camera footage, for an term of eight (8) months, total not to exceed \$32,000.00; and

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

**RESOLUTION No. 47 of 2022**

**A Resolution - Authorizing the Executive Director or Designee to Award a Contract to Keelen Brothers for Tree Service and Shrub Removal Authority-Wide for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) utilizes Tree Service and Shrub Removal across all HACP locations to maintain structural integrity of the trees to protect the communities against broken limbs and falling branches; and

**WHEREAS**, on August 8, 2022, the HACP issued Invitation for Bid (IFB) #300-16-22 seeking qualified companies to provide Tree Service and Shrub Removal Authority-Wide; and

**WHEREAS**, IFB #300-16-22 was procured in accordance with applicable federal, state, and local procurement rules and regulations, as well as the procurement policies and procedures of the HACP; and

**WHEREAS**, three (3) companies responded to IFB #300-16-22 for Tree Service and Shrub Removal, specifically: Keelen Brothers, Treasure Lawncare LLC, and Tri-Rivers Property Maintenance; and

**WHEREAS**, Keelen Brothers was determined to be the most responsive and responsible bidders.

**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 Designee is hereby authorized to enter into a contract in the amount not to exceed \$500,000.00 with Keelen Brothers for Tree Service and Shrub Removal Authority-Wide for the initial term of three (3) years with two (2) one (1) year extension options, for a total of five (5) years; and

**Section 2.** The total five (5) year authorized amount of \$500,000 shall be made payable from Program Income and/or Moving to Work (MTW) funds.

**RESOLUTION No. 48 of 2022**

**A Resolution – Ratifying the Executive Director’s decision to execute a Requisition and Purchase Order for six (6) Ford Fleet Transit Vehicles for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, the Housing Authority of the City of Pittsburgh, (HACP) has determined that it is necessary to replace six (6) fleet vehicles and the purchase of two (2) new dump trucks in order to support operational needs; and

**WHEREAS**, on July 22, 2022 the HACP was notified by Woltz & Wind Ford, the authorized HACP fleet vehicle supplier, of an unprecedented demand and manufacturing challenges that would greatly affect all Government Purchase Orders for 2023; and

**WHEREAS**, the Fleet Manager identified replacements for the HACP to purchase six (6) transit vans for \$312,000.00 and two (2) 2023 Ford dump trucks for \$285,000.00 for a total purchase order amount of \$597,000.00; and

**WHEREAS**, this procurement 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’s decision to enter a purchase order of vehicles to Woltz & Wind Ford in the amount of \$312,000.00 for six (6) transit vans and \$285,000.00 for two (2) 2023 Ford dump trucks for a total purchase order amount of \$597,000.00 is hereby ratified.

**Section 2.** The total amount of \$597,000.00 shall be payable from program income or Moving To Work (MTW) funds.

**RESOLUTION No. 49 of 2022**

**A Resolution – Ratifying the Executive Director’s decision to execute a Contract to award US Inspections Group, Inc., a neutral third-party firm, to provide Pre-REAC Inspection Services Authority-Wide, for the Housing Authority of the City of Pittsburgh**

**WHEREAS**, on June 27, 2022, the Housing Authority of the City of Pittsburgh, (HACP) issued a Request for Proposal (RFP) #300-08-22 for Pre-REAC Inspection Services Authority-Wide; and

**WHEREAS**, this is a new contract with a third-party inspection firm to perform Uniform Physical Condition Standards (UPCS) Pre-Real Estate Assessment Center (REAC) Inspections to aid the HACP in reaching the Department of Housing and Urban Development (HUD) standards and compliance with health and safety regulations; and

**WHEREAS**, RFP #300-08-22 was procured in accordance with applicable federal, state, and local procurement rules and regulations, as well as the procurement policies and procedures of the HACP; and

**WHEREAS**, three (3) companies responded to the RFP, specifically: US Inspections Group, Inc., On-Sight Insight, Inc., and J Fab Consulting; and

**WHEREAS**, US Inspections Group, Inc. was deemed the highest scoring, most responsive and responsible bidder by an internal HACP evaluation team.

**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 is hereby ratified to enter into a contract in the not-to-exceed amount of \$194,128.20 with the US Inspections Group, Inc. for the initial term of two (2) years with an optional one (1) year contract extension, for a total of three (3) years; and

**Section 2.** The total three (3) year authorized amount of \$194,128.20 shall be payable from Program Income and/or Moving to Work (MTW) funds.

**RESOLUTION 50 of 2022**

**A Resolution - Authorizing the Commitment of Funds for the Repayment of an Affordable Housing Program Partnership Loan for the Manchester Redevelopment**

**WHEREAS**, during the years 1996 through 2000, a scattered site HOPE VI development consisting of 86 rental public housing units (the HOPE VI development) was developed and owned by Manchester Housing Partnership LP I, Manchester Housing Partnership LP II, Manchester Housing Partnership LP III, and Manchester Housing Partnership LP IV (collectively, the 4 LPs); and

**WHEREAS**, ARMDC – Manchester GP, LLC (the GP), an affiliate of the Housing Authority of the City of Pittsburgh’s (HACP) development instrumentality, Allies & Ross Management Development Corporation (ARMDC), acquired the general partnership interests in the 4 LPs (the GP Interests), in which the HACP is the limited partner, in 2016 with the intent to redevelop the HOPE VI development through the United States Department of Housing and Urban Development’s (HUD) Rental Assistance Demonstration (RAD) program (Manchester Redevelopment); and

**WHEREAS**, the Manchester Citizens Corporation (MCC) contributed financing to the HOPE VI development through the provision of a first leasehold mortgage in the amount of \$80,000.00 to Manchester Housing Partnership LP I (the Existing Debt) through the Federal Home Loan Bank of Pittsburgh Affordable Housing Program, and the Existing Debt currently remains in effect; and

**WHEREAS**, prior to the redevelopment of the HOPE VI development, the GP shall discharge the Existing Debt to remove the mortgage lien for the new owner entity of the Manchester Redevelopment; and

**WHEREAS**, in order to accomplish the foregoing discharge, Manchester Housing Partnership, LP I will pay off the Existing Debt, subject to the terms and conditions set forth in Affordable Housing Program Partnership Note between Manchester Housing Partnership, L.P. I and MCC dated November 13, 1993; and

**WHEREAS**, the Board of Commissioners of the HACP has determined that it is in the best interests of the HACP for Manchester Housing Partnership, LP I to pay off the Existing Debt; and

**WHEREAS**, the HACP will grant funds to the ARMDC in the amount of \$80,000.00 for the repayment of the Existing Debt; and

**WHEREAS**, the sources of funds for the repayment of the Existing Debt may be from Program Income 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 enter into a grant agreement with the ARMDC to grant funds in an amount not to exceed \$80,000.00, which shall be utilized by the GP to pay off the Existing Debt to MCC on behalf of Manchester Housing Partnership LP I.; and

**Section 2.** The Executive Director of the HACP or his designee is hereby authorized and directed, in the name of, and on behalf of the HACP, to negotiate, execute and deliver all such agreements, documents and instruments on terms and conditions acceptable to him and take all such actions as he shall determine in his sole discretion to be necessary or desirable in order to carry out the actions authorized by this Resolution; and

**Section 3.** Any actions taken by the HACP, the ARMDC or any affiliate of HACP and ARMDC with regard to any of the transactions authorized by this Resolution be and hereby are ratified and approved as valid actions of the HACP.

**RESOLUTION No. 51 of 2022**

**A Resolution - Authorizing the Acquisition and Re-conveyance of the General Partnership Interests in Manchester Housing Partnership LP I, Manchester Housing Partnership LP II, Manchester Housing Partnership LP III, and Manchester Housing Partnership LP IV and the Cancellation of Existing Debt and the Discharge of Related Mortgages**

**WHEREAS**, during the years 1996 through 2000, there was established and constructed in four (4) phases within the Manchester neighborhood of the City of Pittsburgh, a scattered site HOPE VI development consisting of 86 rental public housing units (the HOPE VI development); and

**WHEREAS**, the different phases of the HOPE VI development is owned by the following limited partnerships: Manchester Housing Partnership LP I, Manchester Housing Partnership LP II, Manchester Housing Partnership LP III, and Manchester Housing Partnership LP IV (collectively, the 4 LPs); and

**WHEREAS**, the Housing Authority of the City Pittsburgh (HACP) contributed financing to the HOPE VI development through the provision of loans to each of the four (4) LPs (the Existing Debt) secured by mortgages on their respective portions of the HOPE VI development (the Existing Mortgages), and the Existing Debt and the Existing Mortgages currently remain in effect in the total amount of approximately \$19,839,931; and

**WHEREAS**, the Existing Debt includes a first mortgage in the amount of \$874,801, a second mortgage in the amount of \$4,867,921, and third mortgage in the amount of \$1,154,814 to Manchester Housing Partnership LP I; a first mortgage in the amount of \$4,038,694, a second mortgage in the amount of \$625,000, and a third mortgage in the amount of \$1,004,826 to Manchester Housing Partnership LP II; a first mortgage in the amount of \$1,935,355 and a second mortgage in the amount of \$1,640,692 to Manchester Housing Partnership LP III; and a mortgage in the amount of \$1,330,528 to Manchester Housing Partnership LP IV; and

**WHEREAS**, ARMDC – Manchester GP, LLC (the GP), an affiliate of the HACP’s development instrumentality, Allies & Ross Management Development Corporation (ARMDC), acquired the general partnership interests in the four (4) LPs (the GP Interests) in 2016 with the intent to redevelop the HOPE VI development through the United States Department of Housing and Urban Development’s (HUD) Rental Assistance Demonstration (RAD) program; and

**WHEREAS**, prior to the redevelopment of the HOPE VI development, the HACP must cancel the Existing Debt and discharge the Existing Mortgages; and

**WHEREAS**, in order to accomplish the foregoing cancellation and discharges, the HACP will acquire the GP Interests, subject to the terms and conditions set forth in a to-be-negotiated written agreement between the GP and HACP, and

**WHEREAS**, upon HACP's acquisition of the GP Interests, the HACP will cancel the Existing Debt and discharge the Existing Mortgages and thereafter re-convey the GP Interests to the GP; and

**WHEREAS**, the Board of Commissioners of HACP have determined that it is in the best interests of the HACP to acquire the GP Interests, cancel the Existing Debt, discharge the Existing Mortgages and thereafter to re-convey to the GP Interests to the GP.

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

**Section 1.** The HACP is hereby authorized to acquire the GP Interests, and all the rights and responsibilities that accompany that acquisition of the GP Interests; and

**Section 2.** The HACP is hereby authorized to cancel the Existing Debt and to discharge the Existing Mortgages after the HACP acquires the GP Interests; and

**Section 3.** The HACP is hereby authorized to re-convey the GP Interests to the GP after the HACP cancels the Existing Debt and discharges the Existing Mortgages; and

**Section 4.** The Executive Director of the HACP or his designee is hereby authorized and directed, in the name of, and on behalf of the HACP, to negotiate, execute and deliver all such agreements, documents and instruments on terms and conditions acceptable to him and take all such actions as he shall determine in his sole discretion to be necessary or desirable in order to carry out the actions authorized by this Resolution; and

**Section 5.** Any actions taken by the HACP, the ARMDC, or any affiliate of the HACP and the ARMDC (including the GP) with regard to any of the transactions authorized by this Resolution be and hereby are ratified and approved as valid actions of the HACP.



**RESOLUTION No. 52 of 2022**

**A Resolution - Authorizing the Executive Director or his Designee to Enter Into a Contract with Reliant IT to Provide an Upgraded Security Camera System for the Housing Authority of the City of Pittsburgh Family and Hi-Rise Communities**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has a continuing need for security cameras at the HACP Family and Hi-Rise Communities, as a part of its plan to synthesize resources from law enforcement, private security, and technology to enhance the safety and security of the HACP communities; and

**WHEREAS**, there is a continual need to upgrade, replace and maintain the current camera system; and

**WHEREAS**, on March 24, 2022, Reliant IT was authorized through Board Resolution 16 of 22, to install security cameras at the Allegheny Dwellings and Bedford Dwellings family communities; and

**WHEREAS**, on July 28, 2022, Reliant IT was authorized through Board Resolution 40 of 22, to install security cameras at Mazza Pavilion; and

**WHEREAS**, Reliant IT has performed the work at the referenced sites to the satisfaction of the HACP to include meeting the timeline deadlines; and

**WHEREAS**, Reliant IT has been selected, based on their previous performance to install cameras at the following sites: Northview Heights and Arlington Heights family communities, Bidwell, Pressley, Carrick Regency, Caliguiri, Finello Gualtieri, Morse and Murray Hi-Rise; and

**WHEREAS**, once the new camera systems are installed, Reliant IT will maintain the cameras at the referenced new sites and the sites completed through the previous resolutions; and

**WHEREAS**, the term of the contract is for one (1) year with the option to extend four (4) one (1) year contracts; and

**WHEREAS**, this procurement was conducted 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 an contract with Reliant IT, to install and upgrade security cameras for the HACP Family and Hi-rise communities, for a one (1) year term with an option to extend four (4) one (1) year contracts, for a five (5) year combined total not to exceed \$2,000,000.00; and

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

**Board Meeting  
September 22, 2022  
Agenda Item No. 17**

**RESOLUTION No. 53 of 2022**

**A Resolution - Approving the Housing Authority of the City of Pittsburgh FY 2023 Moving to Work Annual Plan, and authorizing the Executive Director or his Designee to submit the Annual Plan to the U.S. Department of Housing and Urban Development**

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

**WHEREAS**, as a participant in the MTW demonstration, the HACP is required to submit an Annual Plan for review and approval by HUD; and

**WHEREAS**, the HACP's Fiscal Year (FY) 2023 Moving To Work (MTW) Annual Plan was made available for public review and comment from Sunday, July 31, 2022 to Wednesday, September 14, 2022 on the HACP Web Site: [www.hacp.org](http://www.hacp.org). and public hearings were held on the proposed FY 2023 MTW Annual Plan on Thursday, September 15, 2022; and

**WHEREAS**, the HACP will consider all comments received regarding the FY 2023 MTW Annual Plan and report to the Board of Commissioners.

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

**Section 1.** The HACP's Fiscal Year (FY) 2023 Moving to Work (MTW) Annual Plan is approved and the Executive Director or his Designee is authorized to submit the plan to HUD; and

**Section 2.** The Certifications of Compliance, as required by HUD are hereby adopted and approved; and the Chairman is hereby authorized to sign the Certifications of Compliance on behalf of the Board.

**RESOLUTION No. 54 of 2022**

**A Resolution - Adopting an Updated 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; and

**WHEREAS**, the HACP has determined for continued compliance, the updated Employee Handbook as it contains several previous revisions, needed to be approved in entirety.

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

**Section 1:** The updated HACP Employee Handbook, referenced above, is hereby adopted in its entirety, and replaces the Employee Handbook which was previously approved pursuant to Resolution Number 18 of April, 2021.

**RESOLUTION No. 55 of 2022**

**A Resolution - Authorizing the Executive Director or his Designee to purchase 500 Samsung Galaxy Tablets for residents participating in the Housing Authority of the City of Pittsburgh Resident Self Sufficiency program**

**WHEREAS**, the Housing Authority City of Pittsburgh (HACP) works to assist its residents in bridging the digital divide and to provide virtual service linkage to continue to assist residents in their efforts to attain self-sufficiency. The HACP has partnered with agencies across the service system to provide linkage and services to the residents of the HACP through our Resident Self Sufficiency (RSS) Department; and

**WHEREAS**, the HACP has provided virtual resources to the residents participating in the HACP Programs and Services and has an immediate need to continue expanding digital literacy programs in an effort to ensure residents have reliable Internet access; and

**WHEREAS**, in order for a resident to receive a tablet, the resident must be enrolled and in good standing and actively participating in one of the various programs offered through the RSS Department. Residents may receive one tablet from the HACP, which they will sign for at the time of receipt; 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 IT hardware and equipment; and

**WHEREAS**, the HACP agrees to pay Dell (Co-Stars Contract-003-051) \$98,895.00 for the purchase of Samsung Galaxy Tablets with the purpose of giving the HACP residents access to virtual services within the programs of RSS; 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 purchase 500 Samsung Galaxy Tablets for residents participating in the HACP Resident Self-Sufficiency (RSS) programs, including but not limited to, Section 3/Resident Employment, Family Self Sufficiency, Resident Opportunity Self Sufficiency, Clinical Coordination, Referral Linkage services, and Computer Program Services including the Mobile Computer Lab and WOW CyberBus; and

**Section 2.** The maximum amount approved by this resolution is \$98,895.00 to purchase 500 Samsung Galaxy Tablets; and

**Section 3.** The amount designated shall be paid from program income and/or Moving To Work (MTW) funds.

**RESOLUTION No. 56 of 2022**

**A Resolution - Authorizing the Executive Director or his Designee to increase the funding for the Contract with Oxford Life to provide paid-up whole Life Insurance policies**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has a need to provide \$10,000 paid up whole life insurance policies to full-time employees who meet the retirement requirements as set by the Authority; and

**WHEREAS**, the HACP is required to provide these policies as set forth in the current Collective Bargaining Agreements; these policies will also be provided to non-union employees; and

**WHEREAS**, the increase in the paid-up life insurance policy value from \$5,000 to \$10,000 has resulted in an increase in premiums, further resulting in the need to add \$35,000 of additional funds to the Blanket Purchase Order (BPO); and

**WHEREAS**, the vendor's name has changed from National Benefit Service Center to Oxford Life; and

**WHEREAS**, the HACP's current contract for these services expires on February 20, 2023.

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

**Section 1.** That the Executive Director or his Designee is hereby authorized to add \$35,000 to fund the Oxford Life contract BPO to enable payment of premiums to provide \$10,000 paid-up whole life insurance policies; and

**Section 2.** The contract will be paid from program income and/or Moving to Work (MTW) funds.

**RESOLUTION No. 57 of 2022**

**A Resolution – Ratifying the Executive Director’s Decision to amend the contract with SMC Consulting, LLC for additional Move Management Services for the 412 Boulevard of the Allies relocation, AMP-99**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) determined that it was prudent to increase the not-to-exceed value of contract 600-33-21-REBID for Move Management Consultation Services for HACP Office Relocation to 412 Boulevard of the Allies; and

**WHEREAS**, the contract was initially valued at \$55,720.00, with a term that expires on March 15, 2023, with one (1) additional six-month term with an end date of September 15, 2023; and

**WHEREAS**, the budget and contract value were increased by \$20,735.00 to alleviate unforeseen conditions.

**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 amend the contract with SMC Consulting, LLC in the amount of \$20,735.00 for additional Move Management Services for the 412 Boulevard of the Allies relocation is hereby affirmed and ratified; and

**Section 2.** The amount shall be paid from Moving To Work (MTW) and/or program income funds.

**RESOLUTION No. 58 of 2022**

**A Resolution – Ratifying the Executive Director’s Decision to utilize the existing contract negotiated between Kern County Superintendent of Schools and SYNEX Corporation (distributor) to source additional Office Network Services from AdvizeX Technologies, LLC (authorized reseller) for 412 Boulevard of the Allies, AMP-99**

**WHEREAS**, the Housing Authority City of Pittsburgh (HACP) is building an IT network infrastructure at 412 Boulevard of the Allies for completion in the fourth quarter of the year; and

**WHEREAS**, the HACP has determined the need for additional network infrastructure material, equipment, and associated services (Network Services) to meet telecommunication requirements; and

**WHEREAS**, there currently exists a competitively procured contract between Kern County Superintendent of Schools and SYNEX Corporation (distributor) with AdvizeX Technologies, LLC as authorized reseller (Contract) to provide the Network Services that HACP has previously utilized; and

**WHEREAS**, the HACP desired to utilize the Contract for the additional Network Services in the amount of \$136,749.05; and

**WHEREAS**, market volatility and shortages for critical equipment and schedule constraints necessitated HACP to utilize the Contract for the additional Network Services during the month of September 2022; and

**WHEREAS**, the 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 purchase additional Network Services from AdvizeX Technologies, LLC (authorized reseller) utilizing the existing contract between Kern County Superintendent of Schools and SYNEX Corporation (distributor) for 412 Boulevard of the Allies, AMP-99 in the amount of \$136,749.05 is hereby affirmed and ratified; and

**Section 2.** The amount shall be paid from program income and/or Moving To Work (MTW) funds.



**RESOLUTION No. 59 of 2022**

**A Resolution – Ratifying the Executive Director’s Decision to utilize an existing contract negotiated between CSIU and Clark Contractors, Inc. for Capital Improvements at Bedford Dwellings, AMP-02**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) determined that it was necessary to issue purchase orders for the performance of capital improvements composed of facade and site corrections at Bedford Dwellings, AMP-02; and

**WHEREAS**, there currently exists a competitively procured contract between Central Susquehanna Intermediate Unit No.16 (CSIU) and Clark Contractors, Inc. through a Keystone Purchasing Network (KPN) JOC ezIQC® cooperative purchasing program to carry out the work; and

**WHEREAS**, the subject contract expires on December 31, 2022, with three (3) additional one-year terms with an end date of December 31, 2025; and

**WHEREAS**, the HACP desired to utilize the contract for the work in the amount of \$940,076.32; and

**WHEREAS**, project constraints necessitated the HACP to make practical and effective use of the contract for work to be set in motion during the month of September 2022; and

**WHEREAS**, the 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 purchase capital improvements with the existing contract between CSIU and Clark Contractors, Inc. for Bedford Dwellings, AMP-02 in the amount of \$940,076.32 is hereby affirmed and ratified.

**Section 2.** The amount shall be paid from program income and/or Moving To Work (MTW) funds.

**RESOLUTION No. 60 of 2022**

**A Resolution – Ratifying the Executive Director’s Decision to increase the value of the contract with CertaSite, LLC for Inspection, Testing and Maintenance of Fire Sprinkler Systems**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) determined that it was prudent to increase the not-to-exceed value of contract 300-25-29-REBID for Inspection, Testing and Maintenance of Fire Sprinkler Systems Authority-Wide; and

**WHEREAS**, the contract was initially valued at \$120,014.00, with a term that expires on November 5, 2022, with two (2) additional one-year terms with an end date of November 5, 2024; and

**WHEREAS**, the budget and contract value was increased by \$68,290.30 for continuity of operations.

**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 increase the value of the contract with CertaSite, LLC in the amount of \$68,290.30 for Inspection, Testing and Maintenance of Fire Sprinkler Systems Authority-Wide, AMP-99 is hereby affirmed and ratified; and

**Section 2.** The amount shall be paid from program income and/or Moving To Work (MTW) funds.

**RESOLUTION No. 61 of 2022**

**A Resolution – Ratifying the Executive Director’s Decision to enter into contracts with JW Restoration, LLC dba Servpro of Metro Pittsburgh East and Hadfield Elevator, LLC for Exigent Fire Recovery Services at Frank H. Mazza Pavilion, AMP-40**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) deployed contractors for restoration work resulting from a June 2022 fire incident; and

**WHEREAS**, an exigency was declared for the HACP to take any and all actions necessary to address and solve the situation (emergency work); and

**WHEREAS**, the HACP retained JW Restoration, LLC dba Servpro of Metro Pittsburgh East in the amount of \$500,000.00 and Hadfield Elevator, LLC in the amount of \$91,847.85 through its emergency procurement procedures for performance of the emergency work (contracts); and

**WHEREAS**, these procurements were 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 contracts with JW Restoration, LLC dba Servpro of Metro Pittsburgh East in the amount of \$500,000.00 and Hadfield Elevator, LLC in the amount of \$91,847.85 for exigent fire recovery services at Frank H. Mazza Pavilion, AMP-40 is hereby affirmed and ratified; and

**Section 2.** The amounts shall be paid from program income and/or Moving To Work (MTW) funds.

**RESOLUTION No. 62 of 2022**

**A Resolution – Ratifying the Action of the Executive Director to Suspend the Housing Authority City of Pittsburgh's Review of Housing Choice Voucher Landlord Property Taxes**

**WHEREAS**, in accordance with the Housing Authority of the City of Pittsburgh’s mission to stabilize and increase affordable housing opportunities in the City of Pittsburgh; and

**WHEREAS**, as a result of local economic instability due to the coronavirus, also known as COVID-19, the rising prices of the real-estate market in the City of Pittsburgh, the Housing Authority of the City of Pittsburgh recognizes the increased demand for affordable housing; and

**WHEREAS**, there is an immediate need to recruit new landlords to increase the supply of affordable housing within the city limits of Pittsburgh; and

**WHEREAS**, the Housing Authority of the City of Pittsburgh strives to remove barriers to increasing safe and affordable Housing; and

**WHEREAS**, the Housing Authority of the City of Pittsburgh perceives the requirement that landlords who want to place units on the Housing Choice Voucher Program that is administered by the Housing Authority of the City of Pittsburgh must show proof that property taxes for the unit are current; and

**WHEREAS**, the United States Department of Housing and Urban Development does not have a requirement that landlords wanting to participate in a Housing Choice Voucher Programs must show proof that taxes are current as it pertains to units on the Housing Choice Voucher Program; and

**WHEREAS**, the provision that landlords wanting to participate in a Housing Choice Voucher Program must show proof that taxes are current as it pertains to units on the Housing Choice Program is stated in the current Administrative Plan for the Housing Choice Voucher Program administered by the Housing Authority of the City of Pittsburgh; and

**WHEREAS**, the Board of Commissioners approved the 2022 version of the Administrative Plan for the Housing Choice Voucher Program administered by the Housing Authority of the City of Pittsburgh on December 16, 2021; and

**WHEREAS**, the Executive Director perceived it was necessary to take immediate action and removed the barrier caused by the requirement that landlords show proof of current taxes; and

**WHEREAS**, the Executive Director removed the stated barrier effective August 23, 2022;

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

**Section 1.** Ratify the actions of the Executive Director, effective August 23, 2022, removing the requirement that landlords show proof that property taxes are current before units can be placed on the Housing Choice Voucher Program that is administered by the Housing Authority of the City of Pittsburgh.

**RESOLUTION No. 63 of 2022**

**A Resolution – Authorizing the Executive Director or his Designee to amend an existing Professional Service Contract Agreement with Ceridian Corporation to provide Payroll and HR Management Software Services to the Housing Authority of the City of Pittsburgh**

**WHEREAS**, pursuant to Board Resolutions #40 of 2017 and #65 of 2021, the Housing Authority of the City of Pittsburgh (HACP) executed a contract to Ceridian Corporation for Payroll and HR Management Software Services; and

**WHEREAS**, the contract with the Ceridian Corporation was for three (3) years with the option to extend for two (2) additional one (1) year periods with a not to exceed amount of \$508,579.00; and

**WHEREAS**, the existing agreement ended on Saturday, August 27, 2022; and

**WHEREAS**, over the course of the contract, the development and functions of the Software services have expanded and changed substantially; and

**WHEREAS**, the Ceridian Corporation has provided exemplary professional services and support to the HACP; and

**WHEREAS**, the HACP desires to continue to utilize the Ceridian Corporation for HR Management and Software Services and maintenance, and will make continued upgrades to the website on an as-needed basis in order to continue to improve and expand its online functions to keep employees current; and

**WHEREAS**, a contract amendment to increase the dollar amount of the contract by \$406,569.39 is requested as \$197,339.51 of this amount is needed to prevent an interruption of services.

**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 authorized to execute a contract amendment for a one (1) year contract extension with an additional one (1) year option to the contract with Ceridian Corporation for Payroll and HR Management Software in an additional amount not to exceed \$406,569.39 which includes a six percent (6)% increase in the option year. The amended total contract amount shall not exceed \$1,112,437.90; and

**Section 2.** The contract will be paid from Program Income and/or Moving to Work (MTW) Funds.