

**THE HOUSING AUTHORITY OF THE CITY OF PITTSBURGH
BOARD MEETING
AGENDA
JANUARY 26, 2023**

- 1. Roll Call.**
- 2. Motion to Approve the December 15, 2022, the Housing Authority of the City of Pittsburgh (HACP) Board of Commissioners Meeting Minutes.**
- 3. Motion to Approve the Previously Received Activity Report for December 2022.**
- 4. Acknowledgement of Public Comments.**
- 5. Resolution No. 1 of 2023 - Authorizing the Executive Director or his Designee to enter into an Agreement with the Rogers School of Driving; for the services of Drivers Education to be provided to up to 25 HACP residents per year.**
- 6. Resolution No. 2 of 2023 - Authorizing the Executive Director or his Designee to Ratify Additional Funding for the Graciano Corporation for the Exigency Undertaking of Emergency Work to Stabilize and Remediate Balconies at Pennsylvania Bidwell High Rise, AMP-15.**
- 7. Resolution No. 3 of 2023 - Authorizing the Executive Director or his Designee to increase the contract amount to OSA Global guard contract for the HACP.**
- 8. Resolution No. 4 of 2023 - Authorizing the Executive Director or his Designee to award contracts to PA State Constable Antione P. Malloy for Constable Services and Malloy Legal Services for Low Income Public Housing Services (LIPH) for a total amount not to exceed \$600,000.00.**
- 9. Resolution No. 5 of 2023 - Authorizing the Executive Director or his Designee to Enter into Contracts for Insurance and to Pay Insurance Premiums and Deductibles.**
- 10. Resolution No. 6 of 2023 - Ratifying the Executive Director's decision to enter into a Contract with Daston Corporation to purchase an add-on archive user license for each HACP email account and the Google Archive Trial/Evaluation Licenses.**
- 11. Resolution No. 7 of 2023 - Authorizing the Executive Director or his Designee to Award a Contract to Tri Rivers Property Maintenance LLC for Concrete Support Authority-Wide for the HACP.**

- 12. Resolution No. 8 of 2023 - Ratifying the Executive Director's decision authorizing the purchase of Computer Equipment for residents participating in the HACP Resident Self Sufficiency programs, including but not limited to, HACP's Computer Programs, Mobile Computer Lab, WOW Cyber Bus, Section 3/ Resident Employment, Family Self Sufficiency, Resident Opportunity Self Sufficiency, Clinical Coordination, and Referral Linkage Services**
- 13. Executive Report.**
- 14. New Business.**
- 15. Adjournment.**

RESOLUTION No. 1 of 2023

A Resolution - Authorizing the Executive Director or his Designee to enter into an Agreement with the Rogers School of Driving; for the services of Drivers Education to be provided to up to 25 HACP residents per year

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) will assist its residents in obtaining driving instruction classes and provide the opportunity to take the Pennsylvania Drivers Exam; and

WHEREAS, the HACP has identified a need to support residents in their efforts to learn to drive and obtain a driver’s license in order to meet goals established in their Individual Training Service Plans (ITSP) and ultimately achieve self-sufficiency; and

WHEREAS, the HACP has partnered with other agencies in the past to offer this service to qualified HACP residents through our Resident Self-Sufficiency (RSS) Department; and

WHEREAS, the HACP agrees to pay the Rogers School of Driving up to \$149,500.00 for the Drivers Education Services over the course of a term that is not to exceed five (5) years. The HACP residents will have access to a vehicle, learning instruction and testing by enrolling to the program through the Resident Employment Program; 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; and, advertised as follows:

Dates Advertised

Pittsburgh Post-Gazette	07/24/22 and 07/31/22
New Pittsburgh Courier	07/27/22 and 08/03/22
Pittsburgh Business Times	07/29/22
Closing Date	08/16/22

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 agreement for the services of Drivers Education through the Rogers School of Driving to include 12 hours of Instructional Learning and the Pennsylvania Drivers Exam; and

Section 2. The maximum amount approved by this resolution is \$149,500.00; and

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

**Board Meeting
January 26, 2023
Agenda Item No. 6**

RESOLUTION No. 2 of 2023

A Resolution – Authorizing the Executive Director or his Designee to Ratify Additional Funding for 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) is near completion of the Emergency Balcony Repair Work and needs additional funding in the amount of \$253,447.82 to meet the total job cost at Pennsylvania Bidwell High Rise (High-rise); and

WHEREAS, the Executive Director and Chairperson of the Board of Commissioners have previously 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 is currently under contract with 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.

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 authorize additional funds to complete the Emergency Work to stabilize and remediate the balconies at Pennsylvania Bidwell High Rise, AMP-15 in the amount of \$253,447.82 is hereby affirmed and ratified; and

Section 2. The additional funds equal to \$253,447.82 shall be paid from Moving To Work (MTW) funds.

**Board Meeting
January 26, 2023
Agenda Item No. 7**

RESOLUTION No. 3 of 2023

**A Resolution - Authorizing the Executive Director or his Designee
to increase the contract amount to OSA Global guard contract
for the Housing Authority of the City of Pittsburgh**

WHEREAS, OSA Global was awarded a three (3) year contract in January 2021, by the Housing Authority of the City of Pittsburgh (HACP) as per Resolution No. 5 of 2021, in the amount of \$3,600,000 to provide unarmed security for seven (7) high-rises and Resolution No. 4 of 2021, in the amount of \$6,000,000 to provide armed and unarmed services to the family communities of Northview, Bidwell and Pressley; and

WHEREAS, the HACP has a continuing need for guard services at the HACP communities as a part of its plan to synthesize resources from law enforcement, private security, and technology; and

WHEREAS, various unforeseen situations arose that required an increased, security presence at various sites, including 412 Boulevard of the Allies, which caused the HACP to exceed the previous awarded contracted amounts; 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 add additional funds in the total amount of \$4,000,000 to the current OSA Global contracts; \$2,000,000 for Resolution No. 5 of 2021 for unarmed security at high-rises; and \$2,000,000 for Resolution No. 4 of 2021 for family communities for a combined total amount of both contracts, not to exceed \$13,600,000; and

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

**Board Meeting
January 26, 2023
Agenda Item No. 8**

RESOLUTION No. 4 of 2023

A Resolution - Authorizing the Executive Director or his Designee to award contracts to PA State Constable Antione P. Malloy for Constable Services and Malloy Legal Services for Low Income Public Housing Services (LIPH) for a total amount not to exceed \$600,000.00

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 issued a Request for Proposals, RFP# 250-26-22 Constable Services Authority-Wide for the Low-Income Public Housing sites (LIPH); and

WHEREAS, two (2) proposals were received in response to the Request for Proposals; and

WHEREAS, PA State Constable Antione P. Malloy was the highest ranked responsive and responsible proposers; and

WHEREAS, this procurement was conducted in accordance with applicable federal, state, and local procurement rules and regulations and the procurement policies and procedures of the HACP.

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

Section 1. The Executive Director or his Designee is hereby authorized to enter into contracts with PA State Constable Antione P. Malloy for Constable Services and Malloy Legal Services for a period of three (3) years, with two (2) one (1) year renewal options; and

Section 2. The total amount of the contracts shall not exceed \$600,000.00, to be funded by Program Income and/or Moving To Work (MTW) funds.

**Board Meeting
January 26, 2023
Agenda Item No. 9**

RESOLUTION No. 5 of 2023

A Resolution - Authorizing the Executive Director or his Designee to Enter into Contracts for Insurance and to Pay Insurance Premiums and Deductibles

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is required by both 24 C.F.R./2 CFR 200 Section 965.201 et seq. and its Annual Contributions Contract (ACC) with the United States Department of Housing and Urban Development (HUD) to have insurance coverage; and

WHEREAS, the HACP issued a Request for Proposals (RFP) for insurance coverage in the following areas: boilers, directors and officers, fiduciary, auto liability, auto physical damage, property, general liability and cyber; and

WHEREAS, the HACP obtained insurance premium quotes for certain deductible levels in the above referenced areas for coverage beginning January 1, 2023 and ending January 1, 2024 with an option to extend for one (1) additional year [three (3) year for environmental], and now recommends that the HACP accept insurance contracts with those terms with the Housing Authority Insurance Group (HAIG), Gallagher Risk Management Services, Inc. (Gallagher/Chubb) and Cowbell Cyber as indicated on the attached Exhibit A; and

WHEREAS, the HACP has determined that the premiums referenced in Exhibit A are reasonable.

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 pay to HAIG, Gallagher/Chubb and Cowbell Cyber all required premiums for insurance coverage and to enter into contracts with HAIG, Gallagher/Chubb and Cowbell Cyber for the insurance coverage itemized on Exhibit A attached hereto, i.e., for insurance coverage in the areas of boilers, directors and officers, fiduciary, auto liability, auto physical damage, property and general liability for coverage from January 1, 2023 through January 1, 2024. and

Section 2. The Executive Director, or his Designee, is also authorized to pay deductibles and retentions, including those in excess of \$50,000, applicable to those insurance policies as required; and

Section 3. The Insurance Premiums and Deductibles will be paid from Program Income and/or Moving-to-Work (MTW) funds.

Exhibit A

Insurance Type	Effective Date	Vendor	Premium	Notes
Commercial Automobile	1/1/2023	HAI - Travelers Property Casualty Company of America	\$158,781.00	
Auto Physical Damage Insurance				
Auto Liability Insurance				
Boiler and Machinery Insurance	1/1/2023	HAI Group	\$24,397.00	
Commercial Property Insurance	1/1/2023	HAI Group	\$769,799.00	
General - Commercial Liability	1/1/2023	HARRG - HAI Group	\$335,714.00	
Mold, Other Fungus or Bacteria	1/1/2023	HAI Group	\$24,413.00	
Employee Benefits Admin Liability	1/1/2023	HAI Group	\$1,500.00	
Directors and Officers/Employment Practices Insurance(Executive Package)	1/1/2023	CHUBB	\$109,688.00	The \$ 109,688.00 is Directors and Officers Liability, EPL and Employed Lawyers Coverage. \$50,000.00 Deductible for the first year
Fiduciary Liability Insurance	1/1/2023	CHUBB	\$7,158.00	
Environmental (Pollution) Liability Insurance	1/1/2023	CHUBB	\$115,249.00	3 year policy
Crime	1/1/2023	CHUBB	\$5,376.00	
Cyber Insurance	1/1/2023 *	Cowbell Cyber	\$68,435.09	*Projected Start date pending policy

**Board Meeting
January 26, 2023
Agenda Item No. 10**

RESOLUTION No. 6 of 2023

A Resolution - Ratifying the Executive Director's decision to enter into a Contract with Daston Corporation to purchase an add-on archive user license for each Housing Authority of the City of Pittsburgh email account and the Google Archive Trial/Evaluation Licenses

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) renewed the Licenses & Support contract for Google Cloud based Software provided by Daston Corporation. The HACP Employees use Google software for online collaboration both internally and externally, including working remotely over the internet with the HACP Tenants, Landlords and Partners; and

WHEREAS, Google Software is an essential Information Technology (IT) tool for sustaining the HACP's Online business services to its communities. As a result, the HACP has transformed its communities' services to become available via the internet using several technology platforms including Google Software for email, virtual meetings, and document collaboration; and

WHEREAS, the HACP renewed its contract with Daston Corporation for a three (3) year term at a total cost of \$258,210.00 with an annual billing of 86,070.00 per Board Resolution no. 9 in 2021; and

WHEREAS, the HACP utilized the Federal GSA (General Services Administration) procurement program to execute the renewal of the License & Support contract to Google's new version (Workspace Enterprise Plus Edition) with Daston Corporation. Daston Corporation is the current contract provider, and 2021 Daston Corporation has met the targeted Service Level Agreements; and

WHEREAS, Daston Corporation, as the Authorized Google Business Partner, has worked with the HACP's IT Department to upgrade and activate the new version of the Google Software with no disruption to the HACP's business operations; and

WHEREAS, Google recently changed their Email Archival Licenses Model such that Google now mandates their customers to purchase an add-on archive user license for each HACP email account and the Google Archive Trial/Evaluation Licenses used by HACP expired by January 15th 2023; and

WHEREAS, Post January 15th, 2023, unless the HACP procured and activated Archive User Licenses Add-On, the HACP would have been unable to retain/archive archived emails of departed staff.

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

Section 1. Ratify the Executive Director’s decision to enter into an agreement to purchase a one (1) year renewable Google Archive License specifically, 700 new Google Archive Licenses. (\$32,928.00) from DASTON; and

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

**Board Meeting
January 26, 2023
Agenda Item No. 11**

RESOLUTION No. 7 of 2023

A Resolution - Authorizing the Executive Director or Designee to Award a Contract to Tri Rivers Property Maintenance LLC for Concrete Support Authority-Wide for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) utilizes Concrete Services across all HACP locations for Concrete Support; and

WHEREAS, on November 7, 2022, the HACP issued an Invitation for Bid (IFB) #300-24-22 REBID seeking qualified companies to provide Concrete Support Authority-Wide; and

WHEREAS, IFB #300-24-22 REBID 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, two (2) companies responded to n IFB #300-24-22-REBID for Concrete Support, specifically: Tri Rivers Property Maintenance LLC and Phase One Development LLC; and

WHEREAS, Tri Rivers Property Maintenance LLC was determined to be the most responsive and responsible bidder.

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

Section 1 The Executive Director or Designee is hereby authorized to enter into a contract in the amount not to exceed \$1,500,000.00 with Tri Rivers Property Maintenance LLC for Concrete Support 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 \$1,500,000.00 shall be made payable from the operating budgets of the sites and departments who utilize the services.

RESOLUTION No. 8 of 2023

A Resolution – Ratifying the Executive Director’s decision authorizing the purchase of Computer Equipment for residents participating in the HACP Resident Self Sufficiency programs, including but not limited to, HACP’s Computer Programs, Mobile Computer Lab, WOW Cyber Bus, Section 3/ Resident Employment, Family Self Sufficiency, Resident Opportunity Self Sufficiency, Clinical Coordination, and Referral Linkage Services

WHEREAS, the Housing Authority City of Pittsburgh (HACP) has an amended ratification authorizing the Executive Director or his Designee to purchase computer equipment for residents participating in HACP Resident Self Sufficiency programs;

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 HACP Programs and Services and has an immediate need to continue expanding updated computer equipment and digital literacy programs in an effort to ensure residents have reliable technology resources; 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) \$100,721.64 for the purchase of computers, laptops, printers, toner, and smartboards with the purpose of giving the HACP residents access to virtual and in-person 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’s decision to purchase computer equipment 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 is hereby ratified; and

Section 2. The maximum amount approved by this resolution is \$100,721.64 to purchase computer equipment; and

Section 3. The amount designated shall be paid from Moving To Work (MTW) funds recently slated for digital literacy.