

THE HOUSING AUTHORITY OF THE CITY OF PITTSBURGH
BOARD MEETING
AGENDA
APRIL 27, 2023

1. **Roll Call.**
2. **Motion to Approve the March 23, 2023, the Housing Authority of the City of Pittsburgh (HACP) Board of Commissioners Meeting Minutes.**
3. **Motion to Approve the Previously Received Activity Report for March 2023.**
4. **Acknowledgement of Public Comments.**
5. **Resolution No. 23 of 2023 - A Resolution - Authorizing the Executive Director or his Designee to execute a contract for Independent Auditing Services with Maher Duessel for the Fiscal Years ending December 31, 2022 through December 31, 2024 with the option to extend the contract for two (2) additional Fiscal Years December 31, 2025 and December 31, 2026 for the Housing Authority of the City of Pittsburgh**
6. **Resolution No. 24 of 2023 - Authorizing the Housing Authority of the City of Pittsburgh to Execute a Grant Agreement with Clean Slate E3 to Provide \$63,424 in Program Income to the Clean Slate E3 Scholarship Program.**
7. **Resolution No. 25 of 2023 - Authorizing the Executive Director or his Designee to Award Contracts to Continental Flooring, Interboro Packaging Corporation, Houston Starr Co. Appliance Division, Water Heater Distributors, HD Supply, 84 Lumber Company, Don's Appliances, L.M. Colker, Amazon Business/Amazon.com Services, LLC dba Amazon Business, Capp USA, W.W Grainger, Inc., PPG Architectural Finishes Inc., and Equiparts Co. for maintenance materials for the Just-in-Time Inventory System for the Housing Authority of the City of Pittsburgh.**
8. **Resolution No. 26 of 2023 - Authorizing the Executive Director or Designee to Award a Contract to Mountain Valley Services for Site Erosion Abatement Authority-Wide for the Housing Authority of the City of Pittsburgh.**
9. **Resolution No. 27 of 2023 - Authorizing the Executive Director or his Designee to Enter into Indefinite Quantity Contracts with Cosmos Technologies, Inc. and Professional Service Industries, Inc. for Professional Environmental Services.**
10. **Resolution No. 28 of 2023 - Authorizing the Executive Director or his Designee to Execute a Change Order with Bronder Technical Service, Inc. for Additional Electrical Work for the Office Build Out at 412 Boulevard of the Allies, AMP-99.**
11. **Resolution No. 29 of 2023 - Authorizing the Executive Director or his Designee to issue a purchase order to purchase and install a demising wall for the Human Resources Office at 412 Blvd of the Allies, AMP-99.**

- 12. Resolution No. 30 of 2023 - Authorizing the Executive Director or his Designee to Enter into a contract with Graciano Corporation for Walk-thru Pedestrian Canopy Installation at Building 74, Northview Heights, AMP-09.**
- 13. Resolution No. 31 of 2023 – Authorizing the Executive Director or his Designee to utilize an existing contract with Garland/DBS, Inc. through OMNIA Partner’s cooperative purchasing program for Roof Replacement at Pressley Street Highrise, AMP-17.**
- 14. Resolution No. 32 of 2023 - 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.**
- 15. Executive Report.**
- 16. New Business.**
- 17. Adjournment.**

RESOLUTION No. 23 of 2023

A Resolution - Authorizing the Executive Director or his Designee to execute a contract for Independent Auditing Services with Maher Duessel for the Fiscal Years ending December 31, 2022 through December 31, 2024 with the option to extend the contract for two (2) additional Fiscal Years December 31, 2025 and December 31, 2026 for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is required by the United States Department of Housing and Urban Development (HUD) to have its financial statements and compliance issues audited by Independent Certified Public Accountants; and

WHEREAS, the HACP has need of an annual audit of its pension program and various other grant and non-profit organizations; and

WHEREAS, the HACP issued a Request for Proposals (RFP) #150-10-23 for independent audit services and received three (3) responses; and

WHEREAS, the firm Maher Duessel, was recommended by the selection committee based on the firm's expertise and experience, audit approach and MBE/WBE participation; 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. That the Executive Director or his Designee is hereby authorized to execute a contract with Maher Duessel, in the amount of \$592,750 for independent auditing services for the fiscal years ending December 31, 2022 through December 31, 2024, with the option to extend the contract for two (2) additional Fiscal Years ending December 31, 2025 and December 31, 2026; and

Section 2. The total five (5) year authorized amount of \$592,750 shall be payable from Moving To Work (MTW) and/or pension forfeiture funds.

RESOLUTION No. 24 of 2023

A Resolution – Authorizing the Housing Authority of the City of Pittsburgh to Execute a Grant Agreement with Clean Slate E3 to Provide \$63,424 in Program Income to the Clean Slate E3 Scholarship Program

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has recently received payment from the Synergy Comp Insurance Company in the amount of \$63,424 on March 15, 2023 (check #011454). These funds were a refund on the HACP's FY 2022 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 HACP housing 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 \$500,000 to NEED since that time; and

WHEREAS, Clean Slate E3 plans to continue partnering with NEED during the 2023-2024 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 by providing \$63,424 in Program Income; and

Section 2. The HACP's Grant Agreement with Clean Slate E3 will mandate that funds will be used for Clean Slate E3 Scholarship Program, which is to be administered to qualified the HACP residents for post-secondary education.

RESOLUTION No. 25 of 2023

A Resolution - Authorizing the Executive Director or his Designee to Award Contracts to the following companies: Continental Flooring; Interboro Packaging Corporation; Houston Starr Co. Appliance Division; Water Heater Distributors; HD Supply; 84 Lumber Company; Don’s Appliances; L.M. Colker; Amazon Business/Amazon.com Services, LLC dba Amazon Business; Capp USA; W.W Grainger, Inc.; PPG Architectural Finishes Inc.; and Equiparts Co. for maintenance materials for the Just-in-Time Inventory System for the Housing Authority of the City of Pittsburgh

WHEREAS, when necessary, the Housing Authority City of Pittsburgh (HACP) has determined that it is financially feasible to purchase inventory items on an as needed just-in-time basis; and

WHEREAS, through the just-in-time inventory system, the HACP sites are able to order items and receive delivery within 24 to 48 hours; and

WHEREAS, utilization of the just-in-time inventory system allows the HACP to continue reducing inventory on-hand and reducing costs associated with the storage and tracking of inventory items; and

WHEREAS, utilization of the just-in-time inventory system also assists in the standardization of equipment and supplies throughout the HACP; and

WHEREAS, the HACP issued a Request for Proposal (RFP)#850-07-23 seeking qualified firms for the purchase of inventory items on an as needed basis, Authority-Wide; and

WHEREAS, the HACP received fourteen (14) proposals and one (1) late submission in response to the RFP; and

WHEREAS, after review and consideration of the selection criteria, the evaluation committee determined Continental Flooring; Interboro Packaging Corporation; Houston Starr Co. Appliance Division; Water Heater Distributors; HD Supply; 84 Lumber Company; Don’s Appliances; L.M. Colker; Amazon Business/Amazon.com Services, LLC dba Amazon Business; Capp USA; W.W Grainger, Inc.; PPG Architectural Finishes Inc.; and Equiparts Co. were deemed acceptable; 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 award contracts to Continental Flooring; Interboro Packaging Corporation; Houston Starr Co. Appliance Division; Water Heater Distributors; HD Supply; 84 Lumber Company; Don's Appliances; L.M. Colker; Amazon Business/Amazon.com Services, LLC dba Amazon Business; Capp USA; W.W Grainger, Inc.; PPG Architectural Finishes Inc.; and Equiparts Co. for three (3) years with two (2), one (1) year extension options; and

Section 2. The total amount expended for Just-in-Time purchasing shall not exceed \$10,000,000.00 for the five (5) year period; and

Section 3. All amounts shall be payable from Program Income and/or Moving-to-Work (MTW) funds.

RESOLUTION No. 26 of 2023

A Resolution - Authorizing the Executive Director or Designee to Award a Contract to Mountain Valley Services for Site Erosion Abatement Authority-Wide for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is required to ensure safe ground stabilization at properties HACP-wide in accordance with the Department of Housing and Urban Development (HUD) standards; and

WHEREAS, on February 21, 2023, the HACP issued an Invitation for Bid (IFB) #300-09-23 seeking qualified companies to provide Site Erosion Abatement Authority-Wide; and

WHEREAS, IFB #300-09-23 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, four (4) companies responded to IFB #300-09-23 for Site Erosion Abatement; and

WHEREAS, Mountain Valley Services 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 \$4,500,000.00 with Mountain Valley Services for Site Erosion Abatement 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 \$4,500,000.00 shall be made payable from Program Income and/or Moving-to-Work (MtW) funds.

RESOLUTION No. 27 of 2023

A Resolution - Authorizing the Executive Director or his Designee to Enter into Indefinite Quantity Contracts with Cosmos Technologies, Inc. and Professional Service Industries, Inc. for Professional Environmental Services

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) utilizes the services of professional environmental service firms to perform services including hazardous material testing, abatement design and monitoring, and environmental site assessments on an as-needed basis; and

WHEREAS, on January 30, 2023, the HACP issued a Request for Proposals (RFP) for Professional Environmental Services at Various Communities; and

WHEREAS, on February 21, 2023, the HACP received three (3) proposals in response to the RFP; and

WHEREAS, after evaluating the proposals, the HACP determined that Cosmos Technologies, Inc. and Professional Service Industries, Inc. have the experience and capacity, and their proposals are most advantageous to the HACP; and

WHEREAS, the HACP has performed financial capacity reviews for Cosmos Technologies, Inc. and Professional Service Industries, Inc., and reference checks for the firms' prior work on similar projects, and all references indicated that the selected firms had performed to their satisfaction; and

WHEREAS, this procurement was performed in accordance with all applicable Federal and State 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 Cosmos Technologies, Inc. and Professional Service Industries, Inc. in a total not-to-exceed amount of \$460,000.00 to provide Professional Environmental Services as needed, for up to a three (3) year period, and the HACP shall have the option of extending the contracts, with up to two (2), one (1) year extensions; and

Section 2. The amount of the contracts shall be paid from Program Income and/or Moving-to-Work (MTW Funds).

RESOLUTION No. 28 of 2023

A Resolution – Authorizing the Executive Director or his Designee to Execute a Change Order with Bronder Technical Service, Inc. for Additional Electrical Work for the Office Build-Out at 412 Boulevard of the Allies, AMP-99

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is in the process of building-out its new administrative facility at 412 Boulevard of the Allies during which, an unforeseen condition was encountered that requires the installation of upgraded public safety viewing equipment versus the relocation and reuse of existing equipment; and

WHEREAS, the proposed change order amount for the additional electrical construction work is \$79,021.00, which is 79% of the Independent Cost Estimate (ICE), which was determined to be reasonable; and

WHEREAS, the change order will increase the contract amount from \$1,466,335.75 to \$1,545,356.75; and

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 change order with Bronder Technical Service, Inc. for additional electrical work in the not-to-exceed amount of \$79,021.00 which increases the total amount of the Contract to \$1,545,356.75 for the Office Build-Out at 412 Boulevard of the Allies; and

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

RESOLUTION No. 29 of 2023

A Resolution – Authorizing the Executive Director or his Designee to issue a purchase order to purchase and install a demising wall for the Human Resources Office at 412 Blvd of the Allies, AMP-99

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that the Human Resources Department needs to have their office space separated from the rest of the floor for security and privacy reasons; and

WHEREAS, the existing contract held by the Commonwealth’s COSTARS program with which DIRT Environmental Solutions, Inc. is the Supplier, and Workscape, Inc. is the sole designated dealer for Western Pennsylvania, will be utilized for sourcing the work; and

WHEREAS, the HACP received a proposal for the purchase and installation of a wall and two (2) doors to enclose the Human Resources Department from the rest of the floor in the amount of \$50,728.00; and

WHEREAS, the proposed work will increase value of the preexisting work from \$1,368,520.00 to \$1,419,248.00; and

WHEREAS, this procurement was conducted in accordance with applicable federal, state, and local procurement rules and regulations, and the HACP 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. That the Executive Director or his Designee is hereby authorized to issue a purchase order to DIRT Environmental Solutions, Inc. to install the demising wall & doors in a not-to-exceed amount of \$50,728.00 which increases the total use of the contract to \$1,419,248.00; and

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

RESOLUTION No. 30 of 2023

A Resolution – Authorizing the Executive Director or his Designee to Enter into a contract with Graciano Corporation for a Walk-thru Pedestrian Canopy Installation at Building 74, Northview Heights, AMP-09

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that the installation of a Walk-thru Pedestrian Canopy (safety scaffolding) at Building 74 of Northview Heights is necessary; and

WHEREAS, the HACP will utilize the Intergovernmental Agreement between the HACP and the City of Pittsburgh, under which the HACP intends to carry out the work under the City’s contract #53673 with Graciano Corporation; and

WHEREAS, the subject contract term with renewal options ends March 31, 2025; and

WHEREAS, the HACP is specifically authorized and encouraged under 2 CFR 200.318(e) to enter into local intergovernmental agreements for procurement or use of common goods and services to foster greater economy and efficiency; and

WHEREAS, the HACP will utilize the piggybacking method to contract with Graciano Corporation in the amount of \$58,339.20; 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, is hereby authorized to use the intergovernmental agreement between the HACP and the City of Pittsburgh to enter into a contract with Graciano Corporation in the amount of \$58,339.20; and

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

RESOLUTION No. 31 of 2023

A Resolution – Authorizing the Executive Director or his Designee to utilize an existing contract with Garland/DBS, Inc. through OMNIA Partner’s cooperative purchasing program for Roof Replacement at Pressley Street Highrise, AMP-17

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is necessary to replace the roof system at Pressley Street Highrise; and

WHEREAS, there currently exists a competitively procured contract with Garland/DBS, Inc. under a master agreement administered by Omnia Partners’ cooperative purchasing program of which the HACP is a participating member; and

WHEREAS, the HACP intends to issue a purchase order(s) against the contract for the performance of the work; and

WHEREAS, the subject contract’s current term ends October 14, 2024; and

WHEREAS, the HACP desires to utilize the contract for the work in the amount of \$1,420,602.00; 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 is hereby authorized to purchase services utilizing the existing contract with Garland/DBS, Inc. through OMNIA Partners’ cooperative purchasing program for roof replacement at Pressley Street Highrise, AMP-17 in the amount of \$1,420,602.00; and

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

RESOLUTION No. 32 of 2023

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) determined the need for and authorized the use of additional, network infrastructure associated professional services (Services) at 412 Boulevard of the Allies for continuity in operations throughout the transition to the facility; and

WHEREAS, the existing contract between Kern County Superintendent of Schools and SYNEX Corporation (Distributor) with AdvizeX Technologies, LLC as authorized reseller is providing for the Services; and

WHEREAS, the HACP desired to utilize the Contract for the additional Services in the amount of \$42,872.10 which increased the value of the services from \$522,704.19 to \$565,576.29; and

WHEREAS, the value for the additional services being in excess of 20% of aggregate change orders to date is subject to Board approval pursuant to the HACP Procurement Policy; 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’s 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 \$42,872.10 which increased the total use of the contract to \$565,576.29 is hereby affirmed and ratified; and

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