

**THE HOUSING AUTHORITY OF THE CITY OF PITTSBURGH
BOARD MEETING
AGENDA
MAY 25, 2023**

1. **Roll Call.**
2. **Motion to Approve the April 27, 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 April 2023.**
4. **Acknowledgement of Public Comments.**
5. ***Resolution No. 25 of April 27, 2023 – Tabled for additional information to be provided.***
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.
6. **Resolution No. 32 of 2023 - Authorizing the Executive Director or his Designee to Enter into Multiple Purchase Order Contracts for Monitor Arms & Wire Management Systems at 412 Boulevard of the Allies, AMP-99.**
7. **Resolution No. 33 of 2023 - Authorizing the Executive Director to enter into a Professional Services Contract with Don Farr Moving & Storage and Metro Moving & Storage at Various Communities.**
8. **Executive Report.**
9. **New Business.**
10. **Adjournment.**

**RESOLUTION No. 25 of 2023
(Tabled from April 27, 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. 32 of 2023

A Resolution – Authorizing the Executive Director or his Designee to Enter into Multiple Purchase Order Contracts for Monitor Arms & Wire Management Systems at 412 Boulevard of the Allies, AMP-99

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

WHEREAS, the HACP has determined the need for computer monitor arms and wire management systems and has worked with the HACP’s architectural firm for the Project, AE7 Pittsburgh, LLC, for space planning and design of office furnitu; and

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

WHEREAS, the total amount for the multiple purchase orders for the monitor arms and wire management systems, including installation, is \$137,026.44; and

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

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

Section 1. The Executive Director or his Designee is hereby authorized to enter into multiple purchase order contracts in an amount not to exceed \$137,026.44 through P & E Educational Furniture & Equipment, Inc. (PEMCO) for monitor arms & wire management systems for the Project; and

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

RESOLUTION No. 33 of 2023

A Resolution – Authorizing the Executive Director or his Designee to enter into a Professional Services Contract with Don Farr Moving & Storage and Metro Moving & Storage to provide moving services within various communities of the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is currently engaged in a Multi-Site Lead Hazard Control project which requires the removal of personal items where applicable in occupied units; and

WHEREAS, moving services will be provided to move and temporarily store items and provide a safe and unobstructed path for the work to be completed; and

WHEREAS, on April 3, 2023, the HACP issued an Invitation For Bid (IFB)# 600-16-23 seeking qualified companies to provide moving services; and

WHEREAS, the HACP received three (3) responses to the IFB; and

WHEREAS, Don Farr Moving & Storage and Metro Moving & Storage submitted the lowest responsive, responsible bids; 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 professional services contracts with Don Farr Moving & Storage in the not-to-exceed amount of \$307,200.00 and Metro Moving & Storage in the not-to-exceed amount of \$238,080.00 to provide moving services; and

Section 2. The amount shall be paid from the Lead-Based Paint Capital Fund Grant, Program Income and/or Moving To Work (MTW) funds.