

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

- 1. Roll Call.**
- 2. Motion to Approve the June 29, 2023, the Housing Authority of the City of Pittsburgh (HACP) Board of Commissioners Meeting Minutes.**
- 3. Motion to Approve the Previously Received Activity Report June 2023.**
- 4. Acknowledgement of Public Comments.**
- 5. Resolution No. 43 of 2023 - Authorizing the Executive Director or Designee to Award a Contract to Robinson Pipe Cleaning Company for Sewer and Catch Basin Maintenance Authority-Wide for the Housing Authority of the City of Pittsburgh.**
- 6. Resolution No. 44 of 2023 - Authorizing the Executive Director or his Designee to Issue a Purchase Order to General Recreation Inc. for the New Family Recreation Area at Northview Heights, AMP-09.**
- 7. Resolution No. 45 of 2023 - Authorizing the Executive Director or his Designee to enter into a Professional Services contract with Emergent Financial Services, LLC to provide Investment Advisor Services for the Housing Authority of the City of Pittsburgh.**
- 8. Resolution No. 46 of 2023 - Ratifying the Executive Director's decision to write off Collection Losses in the amount of \$106,034.64 from Tenant Accounts Receivable for the Months of January 2023 through June 2023.**
- 9. Resolution No. 47 of 2023 - Authorizing the Executive Director or other Authorized Officer to enter into a contract with The Carahsoft Technology Corp. Equifax Workforce Solutions to conduct electronic universal employment income verifications on adults applying for and currently participating in the Housing Choice Voucher Program or the Low-Income Public Housing Program.**
- 10. Resolution No. 48 of 2023 - Authorizing the Executive Director or Designee to Amend the Existing Monetary Value of the Contract with Salsgiver Inc. for the Internet and Firewall Services Contract Authority-Wide.**
- 11. Resolution No. 49 of 2023 - Authorizing the Executive Director or his Designee to Issue a Purchase Order to (sole provider) PA Johnson Controls (JCI) Fire Protection LP's for parts to repair Fire Alarm Systems at Bedford and Allegheny Dwellings for the Housing Authority of the City of Pittsburgh.**
- 12. Executive Report.**
- 13. New Business.**
- 14. Adjournment.**

**Board Meeting
July 27, 2023
Agenda Item No. 5**

RESOLUTION No. 43 of 2023

**A Resolution - Authorizing the Executive Director or Designee to Award a Contract to
Robinson Pipe Cleaning Company for Sewer and Catch Basin Maintenance
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 healthy, safe, and sanitary conditions at properties HACP-wide in accordance with the Department of Housing and Urban Development (HUD) standards; and

WHEREAS, on May 1, 2023, the HACP issued an Invitation for Bid (IFB) #300-19-23 seeking qualified companies to provide Sewer and Catch Basin Maintenance Authority-Wide; and

WHEREAS, IFB #300-19-23 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, two (2) companies responded to IFB #300-19-23 for Sewer and Catch Basin Maintenance; and

WHEREAS, Robinson Pipe Cleaning Company 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 \$1,000,000.00 with Robinson Pipe Cleaning Company for Sewer and Catch Basin Maintenance 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 \$1,000,000.00 shall be made payable from Program Income and/or Moving-to-Work funds.

RESOLUTION No. 44 of 2023

A Resolution – Authorizing the Executive Director or his Designee to Issue a Purchase Order to General Recreation Inc. for the New Family Recreation Area at Northview Heights, AMP-09

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is necessary to develop a new recreational area for multi-generational use; and

WHEREAS, there currently exists a competitively procured contract between the Pennsylvania Department of General Services and General Recreation, Inc. (COSTARS[®] Program) that will be utilized for that purpose; and

WHEREAS, the subject contract's current term ends February 16, 2024; and

WHEREAS, the HACP utilized its contracted Architectural and Engineering (A/E) services for the design of the project and obtained pricing from the supplier; and

WHEREAS, the HACP desires to utilize the contract in the proposed amount of \$615,762.00 which was determined to be reasonable; 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 is hereby authorized to issue a purchase order to General Recreation, Inc. in the not-to-exceed amount of \$615,762.00 for the new family recreation area at Northview Heights; and

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

RESOLUTION No. 45 of 2023

A Resolution - Authorizing the Executive Director or his Designee to enter into a Professional Services contract with Emergent Financial Services, LLC to provide Investment Advisor Services for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority City of Pittsburgh (HACP) has identified a need for Investment Advisor Services; and

WHEREAS, the HACP issued a Request for Proposals (RFP#150-20-23) for Investment Advisor Services and received two (2) responses; and

WHEREAS, Emergent Financial Services, LLC submitted the lowest responsive, responsible bid; 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 a contract in the amount of \$124,500.00 with Emergent Financial Services, LLC to provide Investment Advisor Services for a term of three (3) years with two (2) one (1) year extension options; and

Section 2. The total five (5) year authorized amount of \$124,500.00 shall be payable from Moving To Work (MTW) and/or Program Income funds.

**Board Meeting
July 27, 2023
Agenda Item No. 8**

RESOLUTION No. 46 of 2023

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$106,034.64 from Tenant Accounts Receivable for the Months of January 2023 through June 2023.

WHEREAS, the net amount of past-due accounts of tenants who are no longer occupying a dwelling unit and who have not responded to collection notices from the Housing Authority of the City of Pittsburgh (HACP) during the months of January 2023 through June 2023 is \$106,034.64; and

WHEREAS, reasonable means of collection have been exhausted against these accounts; and

WHEREAS, the total collection losses written off from the Tenant Accounts Receivables (TARs) balance is \$106,034.64, which is 2.34% of the total rent and associated charges of \$4,529,204.15 for the first and second quarters of 2023.

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

Section 1. The Executive Director’s decision to write off collection losses of \$106,034.64 from the Tenant Accounts Receivables (TARs) balance for January 2023 through June 2023 is hereby ratified.

RESOLUTION No. 47 of 2023

A Resolution - Authorizing the Executive Director or Designee to enter into a contract with The Carahsoft Technology Corp. Equifax Workforce Solutions to conduct Electronic Universal Employment Income Verifications on adults applying for and currently participating in the Housing Choice Voucher Program or the Low-Income Public Housing Program

WHEREAS, 24 CFR 982.516, 24 CFR 982. 551, 24 CFR 5.230 and HUD Notice PIH 2010-9 requires public housing authorities to verify the reported income of all adult household members applying for or receiving housing assistance through the Housing Choice Voucher (HCV) Program or the Low-Income Public Housing (LIPH) Program; and

WHEREAS, in order to meet this requirement, the Housing Authority of the City of Pittsburgh (HACP) conducts electronic universal employment income verifications on adults applying for housing assistance, and currently participating in housing assistance programs; and

WHEREAS, conducting electronic universal employment income verifications on all adult family members of applicants and participants to the HCV Program and the LIPH Program is pursuant to the Administrative (Admin) Plan of the HCV Program and the Admissions and Continued Occupancy Policy (ACOP) of the LIPH Program; and

WHEREAS, the HACP has an existing contract with Equifax that was awarded pursuant to a contract awarded from a Requests for Proposals (RFP) #400-41-19; and

WHEREAS, The Carahsoft Technology Corp. Equifax Workforce Solutions was the highest ranked and responsible firm; and

WHEREAS, the HACP has continued to utilize the services of Carahsoft Technology Corp. Equifax Workforce Solutions pursuant to the terms of the former contract, and at the same time explore the best tier plan for the HACP; and

WHEREAS, the HACP has the option to extend the contract for a period of three (3) years for an amount of \$1,150,000; 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 extend the contract with The Carahsoft Technology Corp. Equifax Workforce Solutions for Employment Income Verification Services in the amount of \$1,150,000; and

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

RESOLUTION No. 48 of 2023

A Resolution - Authorizing the Executive Director or Designee to Amend the Existing Monetary Value of the Contract with Salsgiver Inc. for the Internet and Firewall Services Contract Authority-Wide

WHEREAS, the Information Technology (IT) Department of the Housing Authority of the City of Pittsburgh (HACP) is required to provide secure and fast internet access across all of its properties for the HACP Staff to service tenants, landlords and applicants; and

WHEREAS, the HACP is currently under contract with Salsgiver Inc. to provide Internet and Firewall Services Authority-wide that expires in January 2024; and

WHEREAS, the monetary value of the contract in the amount of \$129,600.00 with Salsgiver Inc. is exhausted; and

WHEREAS, the IT Department of HACP needs to continue provisioning secure internet access across all of the HACP locations in addition to the new Main Office located at 412 Boulevard of Allies in Pittsburgh, PA., as well as obtain assistance with the migration and co-location to the New Data Center; and

WHEREAS, the HACP is requesting to add \$45,000.00 to the current contract of Salsgiver Inc. to pay the outstanding invoices and to ensure the HACP continues to have Secure Internet services; and

WHEREAS, this increase to the existing contract of \$45,000.00 is above the 20% threshold and requires HACP Board of Commissioner approval.

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 in the amount of \$45,000.00 to the current contract with Salsgiver Inc. for an amount not to exceed \$174,600.00; and

Section 2. The additional funds is to fulfill the contract with Salsgiver Inc. and will be paid from Moving To Work (MTW) and/or Program Income funds.

RESOLUTION No. 49 of 2023

A Resolution - Authorizing the Executive Director or his Designee to Issue a Purchase Order to (sole provider) PA Johnson Controls (JCI) Fire Protection LP's for parts to repair the Fire Alarm Systems at Bedford and Allegheny Dwellings for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined the need for replacement parts for the Fire Protection Systems at Bedford Dwellings (30 FA Systems) and Allegheny Dwellings (11 FA Systems) in order to maintain and repair per the National Fire Protection Association (NFPA) and the International Fire Code (IFC) Requirements; and

WHEREAS, there is a pre-existing contract with PA Johnson Control Fire Protection LP's Contract # 4400023962; and

WHEREAS, the HACP desires to purchase parts in the amount of \$55,249.18 from the sole provider Johnson Controls; and

WHEREAS, the proposed action exceeds \$50,000.00 and requires Board of Commissioners approval pursuant to the HACP procurement policy; and

WHEREAS, the Fire Alarm Systems maintenance is necessary to ensure the safety of residents and to meet the City of Pittsburgh, NFPA and IFC codes; 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 issue a purchase order to PA Johnson Control Fire Protection LP's in the not-to-exceed amount \$55,249.18; and

Section 2. The total amount of \$55,249.18 shall be payable from the Operating Budgets of the sites and Departments who utilize the services.