

HOUSING AUTHORITY OF THE CITY OF PITTSBURGH
BOARD OF COMMISSIONERS MEETING
MEETING MINUTES
June 29, 2023
VIA ZOOM WEBINAR

The Housing Authority of the City of Pittsburgh (HACP) held a Meeting of the Board of Commissioners on Thursday June 29, 2023 via ZOOM Webinar conferencing. The meeting began at 10:30 a.m.

The HACP Chair, Valerie McDonald-Roberts, called the meeting to order. The Commissioners in attendance were Mrs. Valerie McDonald-Roberts, Mr. Jake Wheatley, Ms. Jala Rucker and Mr. Majestic Lane. Reverend Ricky Burgess, Ms. Janet Evans and Mr. Alex Laroco were not present at the meeting. A quorum was met.

Next, the Chair noted that the Board members previously received a copy of the April 27, 2023, the HACP Board Meeting Minutes and asked for a motion to approve the minutes. Majestic Lane made a motion to approve and Jala Rucker seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts and Majestic Lane and Jala Rucker.

“NAYS”: None.

The Chair declared the motion carried and the minutes approved.

ACTIVITY REPORT:

Michelle Sandidge presented the Activity Report for May and June 2023
(There was No May 2023 Board Meeting)

~ Congratulations Asset Management and Facility Services:
Scattered Sites REAC scores 75 for Scattered Sites North (highest score since 2013) and 71 for Scattered Sites South (highest score since 2016 and the legacy community Allegheny Dwellings scoring their highest since 2016. The HACP is officially 12 for 12 with successful REAC inspections this year. Fantastic work by Facility Services and Asset Management!!!!

-Virtual Parenting Graduation with a second cohort sponsored by Highmark WholeCare last month with 15 Graduates that included ...five young men.

~Highmark Wholecare also hosted a wellness fare with our Tenant Councils and RSS department @ Pressley Street high rise featuring their Mobile health and dental bus on site.

~ Staying with mobile: the WOW/CyberBus and Byron Wright, Digital Literacy Program Manager, has secured a 10k grant from the AT&T Foundation for ongoing digital literacy activities. We were selected for the grant due to our unique work and partnership with Pgh Digital Equity Network.

~Authority wide high rise seminars courtesy of the District Attorney's Office are happening again this year. Topics included Senior Scams, Elder fraud and abuse.

~Our Listening Post community meetings have taken place at Finello Pavillon, Caliguri, HWN, Murry Towers and NVH w/ guests....Mayor Gainey, councilmen Wilson and Kraus and council woman Barb Warwick.

~All high rise fire drills in conjunction with the Pgh Fire Bureau wrapped up this month with over half of the highrises having a 50% or 25% participation rate.

~Shout out to Sunshine Pryor and Lloyd Wilson for hosting the HUD Office of Davis bacon and labor standards at the Envision center for annual audit. They noted our Section 3 Employment and MBE/WBE participation were phenomenal. They observed the ABK learning Center, CAC, FSS along with the CyberBus and they visited the CHOICE Larimer School and Gladstone school development.

~HUD staff were from Chicago, NYC and Baltimore and commented that they have never seen anything quite as remarkable as our EVC and Mod/Dev programs and resident/vendor programs better than any other city.

~Mod/Dev Ribbon Cutting for Carina homes formerly the B'nai Israel Synagogue in East Liberty with a 45-unit apartment complex that includes 38 affordable units. This unique development is part of the HACP's Gap financing program as we continue to develop creative ways to provide affordable housing

~A Recent article in the Pittsburgh Business Times talks about black developers in the uptown area of the city. The HACP/ARMDC is involved in four of those mentioned projects. I want to congratulate the development department for continuing to be involved in the mission of instituting creative ways to provide affordable housing in the city of Pittsburgh.

~ JUNE 22, 2023 was the busiest day at the HACP:

~HUD regional Admin, Matthew Heckles and a team of 15 field office directors and staff from Philadelphia, Baltimore, D.C, Wilmington, Richmond, and Charleston visited and toured Larimer and Liberty Green Park and they requested a presentation on how we have cracked the ceiling in the areas of Choice, MWDBE and Section 3/Resident employment. This is Administrator Heckles 2nd visit to the HACP/Larimer Choice.

Later that day Admin. Heckles also attended and spoke at another HACP GAP financing development - CedarWood Homes in the West End. Notable comments we are 'the best PHA in his region / country and maybe even the world!!! Congratulations to Mr. Binion and staff.

Going on simultaneously that day:

~Putting our HUD additional HCV funding to good use as HUD sent congratulations and correspondence stating that the HACP is setting the standard for others to follow. They are sharing our LL concepts throughout the agency/HUD. We hosted the third LL meeting in person with over 65 LL attending overall. Topics included customer service improvements, best practices, how to attract and maintain landlords, how to deal with problem tenants, and LL incentives, like assistance so they can add more properties to the program.

~Affirmative Fair Housing Marketing Plan with City/HUD/URA and Fair Housing Partnership Desegregating Pgh Racial Segregation in Pgh Housing.

~Asset Management/HCV had a Successful Meeting with the President Judge Clark and housing court judge and staff: Court very pleased with our eviction and eviction prevention efforts working with Ursuline Services for residents and LL incentives and enhanced communications. Thank you HACP team: Marsha Grayson, La Shawana Hammond and Louise Garner for your input and participation in the meeting with President Judge Clark and the Housing Court Judge/Staff.

~ Wrapping up that day was the NVH Health Equity Tour with the YMCA Harrisburg and PAIC/(PA immunization coalition)

~Our marketing firm W2W is working with HCV residents, staff, and Landlords to craft HCV info rollout.

~Check out the HACP website and other Social Media platforms for the newest landlord and HACP program videos and information on our opening of the new 412 Blvd of Allies building on JULY 10th!!!

~Celebrating 50 years of Hip Hop with our partners the Pgh Cultural Trust: you will see our digital signage promoting acts coming to Pgh along with visiting Trust artists and groups hosting workshops in HACP locations.

~In closing at the CLPHA Summer Conference HUD Secretary Marcia Fudge spoke with with Mr Binion and staff. She expressed her desire to visit the HACP and said a lot of good things are coming out of your PHA.

~Real Closing: The Pittsburgh History & Landmarks Foundation has awarded the HACP a Historic Landmark plaque program award for the Larimer School project. In 2016 when Emmett Development Group was pursuing the renovation, our designation committee had awarded a plaque conditionally upon complete restoration of the complex. We congratulate the Housing Authority of Pittsburgh, as the lead agency, for moving the project to completion. The building looks magnificent! Historic designation and plaque approved.

The Chairwoman asked for a motion to approve the Activity Report. Majestic Lane made a motion to approve the Activity Report and Jala Rucker seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Valerie McDonald-Roberts and Majestic Lane and Jala Rucker.

“NAYS”: None.

The Chair declared the motion carried and the Activity Report approved.

PUBLIC COMMENTS:

Public Comments – May 2023

1. Danielle Graham Robinson (412) 818-7326 dgrahamrobinson@tprsold.com Wants Comment Read Aloud: YES Wants a Response: YES

I have been working with clients who receive down payment and closing cost assistance for about 6 years now. In the past couple of years, my clients have actually been harmed by the HACP processes to achieve home ownership. The standards you require the homes to be in are unrealistic and prohibitive, and the turnaround time to process the applications for the various programs you offer is frankly, unacceptable.

I have a client who was lucky enough to get a house under contract with a 60 day close as per OwnPGH guidelines. We are supposed to close June 6, yet the HACP has yet to even schedule their inspection. That means if the HACP inspection requires any repairs, we are looking at a delay or termination of the contract altogether. As a Realtor, I can't and won't be able to help clients who rely on this program because I cannot take this kind of risk.

I also can't expect my buyers or the sellers to take this kind of risk! The bank and the URA have both completed as much as they can, but our entire transaction is currently being held up by the HACP. I reached out to a very helpful person, Kim, who assured me that she would do everything possible to have Titus get back to me within 24 hours of contacting her. It's been 24 hours and still nothing.

The seller and buyer both have a lot on the line here, and it seems like that is of no concern to the folks who are responsible for scheduling this inspection. The buyers have already had to end their lease, and the sellers are on the hook for additional expenses. I have emailed Titus at least three times, and when I called the HACP offices to leave him a message, I tried to use the staff directory, and the system said that name was not found. What is the HACP going to do to rectify this?

2. Reina (Did not disclose contact information) Wants Comment Read Aloud: YES Wants a Response: YES

There are consistent, serious issues with communication from occupancy specialists to clients and other agencies. Some occupancy specialists, like Rhodesia Bey, refuse to answer calls or respond to emails for weeks or actual months at a time, even emails coming from other housing or social service agencies. Even emails with supervisors CC'ed on them have only a slightly better chance of actually receiving a response.

They also repeatedly ignore reasonable accommodation requests for disabled clients to include service coordinators, case managers, or another support person in communications and requests for the client to complete paperwork, recertify, rectify an issue, or anything else. These clients have intellectual disabilities, traumatic brain injuries, or other significant disabilities that make the process impossible to do on their own, and yet despite repeated, clear requests to include another party by both the client and the support person or agency, that rarely ever happens.

My questions are as follows: In a situation like the one previously mentioned, when an Occupancy Specialist/HACP employee refuses to respond to any form of communication for over a month, and after attempting to contact a supervisor (LaVerne Wagner or Gary Mesko) and also not receiving any sort of response for over a month, what is the recourse? Who are we then supposed to contact to resolve the issue, or report the gross negligence or indifference of the people who are out of contact for these extended periods of time? Is there a specific person who handles complaints regarding the conduct of HACP staff? There just appears to be a total lack of accountability for any misconduct, even misconduct that costs people their homes.

**3. Raymond Moore (412) 391-2535 Ray@fhp.org
Wants Comment Read Aloud: YES Wants a Response: YES**

Good morning,

The Fair Housing Partnership of Greater Pittsburgh has two questions for the Board's consideration.

One, can the Board speak to any efforts made in the past month on the timeliness of the processes for Housing Choice Vouchers? FHP is assisting an individual who is waiting for an HCV lease that has a start date of March 1, 2023. The 3-month delay is causing a financial hardship on the landlord.

Two, regarding the Violence Against Women Act Reauthorization Act of 2022, as HACP is making its annual revisions to its ACOP and Administrative Plans, please consider the following.

At FHP we assist survivors of domestic violence in both privately funded and federally funded housing based on the Fair Housing Act and/or VAWA. I recognize that HUD continues finalizing compliance with VAWA 2022. As you know, the previous ACLU litigation on the use of nuisance ordinances against survivors occurred in Pennsylvania. We all share the desire to prevent what occurred in Norristown, PA from happening again in PA.

And so, we ask that HACP consider a policy that HACP will not carry out any municipal "crime-free" or "nuisance" ordinance that requires the eviction or other action against a survivor of domestic violence for using the police and/or emergency services due to abuse.

Thank you for your time, Raymond Moore

June 2023 Public Comments

1. Angelique Sewell

(412) 670-1131

angeliquesewell@gmail.com

Wants Comment Read Aloud: YES

Wants a Response: YES

How does a manager of a subdivision have control over one's needs and safety? I live in East Hills Phase II, been there for years, put in transfers, which no one can find, have a disruptive tenant under me, who continues to complain and bang on her ceiling because my kids are being kids. I asked "Tina" the manager to move me to another unit, she refuses, also does not take my calls. Can someone please help me in getting moved to another unit. My unit is literally falling apart because she doesn't honor any of my request.

All public comments have been addressed.

Jake Wheatley joined the meeting at this time.

RESOLUTIONS:

Next, the Chair introduced the Resolutions:

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.

Next, the Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve, and Jake Wheatley seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

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 furniture; 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., 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:

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. 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.

Next, the Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve, and Jake Wheatley seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and
 Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 33 of 2023

A Resolution – Ratifying the Executive Director’s Decision to enter into Professional Services Contracts with Don Farr Moving & Storage and Metro Moving & Storage for Moving Services within Various Communities of the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) determined that it was prudent to enter into contracts for Invitation for Bid (IFB) #600-16-23 for moving services pertaining to its Multi-Site Lead Hazard Control project which requires the removal of personal items where applicable in occupied units; and

WHEREAS, moving services are being 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 IFB# 600-16-23 seeking qualified companies to provide moving services; and

WHEREAS, on May 2, 2023, 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, the HACP desired to proceed with contracting to not impede the ongoing project and obtained the approval of the Executive Director and Chairperson of the Board of Commissioners to take such action; and

WHEREAS, project constraints necessitated that the HACP execute contracts so that services could be set in motion during the month of June 2023; 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 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 for moving services is hereby affirmed and ratified; 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.

Next, the Chair asked for a motion to approve the resolution. Jake Wheatley made a motion to approve, and Majestic Lane seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 34 of 2023

A Resolution - Authorizing the Executive Director or Designee to Award a Contract to PAW Restoration, LLC (dba SERVPRO of Harrisburg West) for Emergency Response and Clean-Up 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 April 3, 2023, the HACP issued an Invitation for Bid (IFB) #300-14-23 seeking qualified companies to provide Emergency Response and Clean-Up Authority-Wide; and

WHEREAS, IFB #300-14-23 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 the IFB #300-14-23 for Emergency Response and Clean-Up; and

WHEREAS, PAW Restoration, LLC (dba SERVPRO of Harrisburg West) 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 \$500,000.00 with PAW Restoration, LLC (dba SERVPRO of Harrisburg West) for Emergency Response and Clean-Up 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 \$500,000.00 shall be made payable from the operating budgets of the sites that utilize the services.

Next, the Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve, and Jala Rucker seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 35 of 2023

A Resolution - Authorizing the Executive Director or his Designee to Issue a Purchase Order to PA Signs, LLC dba Sekula Signs for Additional Signage Work for the Office Build-Out at 412 Boulevard of the Allies, AMP-99

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined the need for the manufacture and installation of additional signage in order to meet requirements at its 412 Boulevard of the Allies facility; and

WHEREAS, there is a pre-existing contract with PA Signs, LLC dba Sekula Signs, LLC (Supplier) under Pennsylvania’s Department of General Services’ COSTARS[®] Program through which the project’s prior signage and wayfinding purchase was sourced that is being utilized to source the additional work; and

WHEREAS, the HACP desires to increase the value of the existing purchase order from \$44,362.52 to \$50,403.32 for the received pricing for the additional work in the amount of \$6,040.80, which was determined to be reasonable; and

WHEREAS, the proposed action which increases the value of the original purchase to an amount which exceeds \$50,000.00 requires Board of Commissioners approval pursuant to the HACP Procurement Policy; and

WHEREAS, this action 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 Signs, LLC dba Sekula Signs for \$6,040.80 which increases the total amount of the purchase to \$50,403.32; and

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

Next, the Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve, and Jake Wheatley seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 36 of 2023

A Resolution – Authorizing the Executive or his Designee to Issue Purchase Orders to Clark Contractors, Inc. and TSB, Inc. dba Schultheis Electric for the Rehabilitation of Sixteen Units at Northview Heights, AMP-09

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined that it is necessary to rehabilitate sixteen (16) vacant apartment units; and

WHEREAS, there currently exists competitively procured contracts between Central Susquehanna Intermediate Unit No.16 (CSIU), Clark Contractors, Inc. and TSB, Inc. dba Schultheis Electric through a Keystone Purchasing Network (KPN) Job Order Contracting (JOC) ezIQC[®] cooperative purchasing program to carry out the work; and

WHEREAS, the subject contracts current terms end December 31, 2023, with two (2) additional one (1) year terms with an end date of December 31, 2025; and

WHEREAS, the HACP utilized its contracted Architectural and Engineering services for the design of the project and obtained pricing from the contractors for the work; and

WHEREAS, the HACP desires to utilize the contracts for the work in the proposed amounts of \$944,702.56 for general construction, \$114,266.89 for electrical construction and \$388,317.59 for plumbing construction, which were 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 Purchase Orders to Clark Contractors, Inc. and TSB, Inc. dba Schultheis Electric in the not-to-exceed amounts of \$944,702.56 for general construction, \$114,266.89 for electrical construction and \$388,317.59 for plumbing construction for the rehabilitation of sixteen units at Northview Heights; and

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

Next, the Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve, and Jala Rucker seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 37 of 2023

A Resolution – Authorizing the Executive Director or his Designee to Execute Change Orders with Bronder Technical Services, 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) has determined the need for additional electrical construction work to resolve unforeseen conditions for its new administrative facility at 412 Boulevard of the Allies; and

WHEREAS, before the construction work was completed, it was determined that additional improvements are needed that were not included in the scope of the original electrical construction contract; and

WHEREAS, the HACP used the services of its design team to prepare documents for the additional work, and the HACP requested pricing from the electrical contractor; and

WHEREAS, Bronder Technical Services, Inc. has submitted proposals totaling \$147,492.00 for each category of work needed and a time extension to August 31, 2023, which were determined to be reasonable; and

WHEREAS, the change orders will be finalized 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 change orders with Bronder Technical Services, Inc. in the not-to-exceed amount of \$147,492.00 with a time extension to August 31, 2023, which increases the total amount of the contract to \$1,555,435.75; and

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

Next, the Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve, and Jake Wheatley seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 38 of 2023

A Resolution-Authorizing the Executive Director or other Authorized Officer to Award Contracts for Legal and Services in the following Practice Areas:

- **Construction Contracting & Claims Resolution;**
- **Equal Employment Opportunity & Employment Issues;**
- **General Litigation And Representation, Including Appellate Practices;**
- **Labor Relations & Human Resources;**
- **Pension, Employee Benefit and Tax;**
- **Worker’s Compensation;**
- **Environmental Hazards;**
- **Tax Exemption Applications And Property Assessment for Real Estate;**

- **Public Sector Procurement;**
- **Land Title Issues;**
- **Non Profits;**
- **Auditing and Compliance;**
- **Public, Affordable And Mixed Income Developments, Including Mixed Financing Transaction;**
- **Other General Real Estate Issues, Including Acquisition, Disposition, Leasing And Development**

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) requires legal services in the practice areas of Construction Contracting & Claims Resolution; Equal Employment Opportunity & Employment Issues; General Litigation And Representation, Including Appellate Practice; Labor Relations & Human Resources; Pension, Employee Benefit And Tax; Worker's Compensation; Environmental Hazards; Tax Exemption Applications And Property Assessment For Real Estate; Public Sector Procurement; Land; Title Issues; Non Profits; Auditing and Compliance; Public, Affordable And Mixed Income Developments, Including Mixed-Financing Transactions; Other General Real Estate Issues, Including Acquisition, Disposition, Leasing and Development; and

WHEREAS, the HACP issued a Request for Proposals, RFP # 700-11-23 for Legal Services; and

WHEREAS, the HACP received proposals from three (3) firms, and

WHEREAS, the HACP desires to award contracts to various law firms on an as-needed-basis to perform services in the practice areas listed above; and

WHEREAS, each contract will have a dollar limitation for the expenditure of funds; and

WHEREAS, a senior level staff attorney will be assigned to monitor each contract, for a combined not to exceed total of \$8,200,000.00; and

WHEREAS, the procurement was conducted in accordance with the applicable federal, state, and local 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 authorized to enter into contracts, to be effective beginning October 1, 2023, with the Law firms listed in the attached Exhibit A as needed for legal advice and assistance in the substantive areas referenced within Exhibit A; and

Section 2. The maximum amount approved by this resolution for the sum of all contracts entered into for a period of three (3) years, subject to the applicable time period in each firm's qualification contract, is not to exceed Eight Million Two Hundred Thousand Dollars (\$8,200,000.00); and

Section 3. The funding source shall be individually identified for each contract.

Next, the Chair asked for a motion to approve the resolution. Jala Rucker made a motion to approve, and Jake Wheatley seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 39 of 2023

A Resolution - Approving the Amendment of the Admissions and Continued Occupancy Policy Pertaining to HOTMA Section 103

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) made changes to 24 CFR 960.507 and 24 CFR 960.509 for Public Housing Authorities (PHAs) to implement Housing Opportunity Through Modernization Act (HOTMA) Section 103 by July 14, 2023; and

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) adopted its current Admissions and Continued Occupancy Policy (ACOP) on or about January 1, 2023; and

WHEREAS, the current ACOP must be amended to clarify policy and procedures and to maintain compliance with federal regulations as it pertains to Low-Income Public Housing (LIPH) and HOTMA Section 103; and

WHEREAS, the proposed amendments to the ACOP will clarify and replace existing provisions under the current ACOP to include the addition of a Non-Public Housing Over-Income (NPHOI) Residential Lease; and

WHEREAS, the proposed amendments to the ACOP and new NPHOI Residential Lease were posted in the local newspapers from Sunday, May 7, 2023 to Tuesday, June 6, 2023; and

WHEREAS, the proposed amendments to the ACOP and new NPHOI Residential Lease are summarized and were made available for public review and comment on its website and all other forms of HACP social media from Friday, May 5, 2023 to Tuesday, June 6, 2023 via the following link: https://hacp.org/public_notices/public-notice-of-fy-2023-revised-public-housing-admissions-for-continued-occupancy-plan-acop-and-new-non-public-housing-over-income-nphoi-residential-lease/; and

WHEREAS, the HACP hosted public hearings via Zoom on Monday, May 15, 2023 at 9:00 am and 5:30 pm regarding the proposed changes; and

WHEREAS, zero (0) persons attended the public hearings, and one (1) comment was received in writing by the HACP during the stated public comment period; and

WHEREAS, the proposed changes to the ACOP and NPHOI Residential Lease will go into effect on July 1, 2023.

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

Section 1. The Amendments to the Housing Authority of the City of Pittsburgh (HACP) Admissions and Continued Occupancy Policy (ACOP) and new Non-Public Housing Over-Income (NPHOI) Residential Lease are hereby approved and will go into effect on July 1, 2023.

Next, the Chair asked for a motion to approve the resolution. Jake Wheatley made a motion to approve, and Majestic Lane seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 40 of 2023

A Resolution – Authorizing the Executive Director or his Designee to enter into a Professional Services Contract with Gallagher Benefit Services, Inc. to design and assist with the implementation of a Comprehensive Compensation and Classification Plan for Non-union Positions Authority-Wide for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) must offer equitable and market-competitive compensation and classification packages to attract and retain the best and the brightest employees for non-union positions Authority-wide. The HACP regularly monitors and has proactively reevaluated some agency non-union roles for relevancy, market equity, and internal parity. Over the years, the HACP has processed market adjustments for some non-union positions to ensure equity, parity, and retention of our most valued asset, our employees, and competitive market recruitment; and

WHEREAS, a professional Authority-wide compensation study is necessary to design and implement a comprehensive competitive compensation and classification structure for non-union positions, including competitive benchmarking of industry compensation, job analysis and evaluation, updated job descriptions, updated pay bands with equitable and competitive salary

ranges, and a Human Resource Information System (HRIS) assessment for data integrity and technological viability for all HACP positions; and

WHEREAS, on April 9, 2023, the HACP issued a Request For Proposal (RFP) # 650-12-23 seeking qualified entities to design and assist with the implementation of a comprehensive compensation and classification study Authority-wide for non-union positions; and

WHEREAS, the HACP received two (2) responses to the RFP; and

WHEREAS, Gallagher Benefit Services, Inc. submitted the most comprehensive 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 professional services contract with Gallagher Benefit Services, Inc. in the not-to-exceed amount of \$144,000.00 for a term of one (1) year with no extension options; and

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

Next, the Chair asked for a motion to approve the resolution. Jake Wheatley made a motion to approve, and Majestic Lane seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 41 of 2023

A Resolution - Authorizing the Loaning of Funds to the (ARMDC) – Glen Hazel RAD, Inc. for Security Cameras

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has established and authorized its subsidiary entity Allies & Ross Management and Development Corporation (ARMDC) to conduct development activities on behalf of the HACP, including multifamily,

mixed-finance, mixed-income developments throughout the City of Pittsburgh, Allegheny County, Pennsylvania; and

WHEREAS, in 2018, the ARMDC managed the conversion of 225 units in HACP's Glen Hazel community from Low-Income Public Housing (LIPH) to the U.S. Department of Housing and Urban Development's (HUD) Rental Assistance Demonstration (RAD) program, (Glen Hazel RAD); and

WHEREAS, due to a funding gap at Glen Hazel RAD, Inc. caused by an increase in construction costs attributable to the volatile nature of the construction materials market along with rental income losses due to the Covid-19 pandemic, the Glen Hazel RAD, Inc. needs additional funding of up to \$400,000 for Security Cameras; and

WHEREAS, the ARMDC has established and authorized the Glen Hazel RAD, LLC to serve as the owner entity (Owner Entity) of the Glen Hazel RAD development; and

WHEREAS, the ARMDC has established and authorized the ARMDC-Glen Hazel RAD, Inc. to serve as the managing member (Managing Member) of the Owner Entity; and

WHEREAS, the HACP has agreed to provide a Loan in the amount of up to \$400,000 to the ARMDC-Glen Hazel RAD, Inc. to pay for the Security Camera Costs; and

WHEREAS, the Glen Hazel RAD, Inc. will make a contribution to the Owner Entity in the amount of the Loan to pay for the Security Camera Costs; and

WHEREAS, the HACP has adequate resources to fund the Loan with Moving-to-Work (MTW) and/or Program Income funds.

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

Section 1. The HACP Executive Director or his Designee is hereby authorized to Loan an amount of up to \$400,000 (at a zero (0) % interest rate) to the ARMDC – Glen Hazel RAD, Inc. support the continued Security Camera operation of the Glen Hazel RAD property as partners in the development with a minority ownership interest.

Section 2. The Executive Director or his Designee is hereby authorized and directed, in the name of and on behalf of the HACP, to (i) negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as he shall determine to be necessary or desirable in order to effect the Loan to the ARMDC – Glen Hazel RAD, Inc. for continued operating activities and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the ARMDC – Glen Hazel RAD, Inc. Loan Agreement contemplated herein.

Next, the Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve, and Jake Wheatley seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and
Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 42 of 2023

A Resolution - Authorizing the Executive Director or his Designee to enter a contract with Advizex to Migrate the Housing Authority of the City of Pittsburgh’s Data Center From the 200 Ross Street Location to a New Hosted Data Center

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP), for the last 20 years, has used an On-Premise Legacy Data Center hosted at the Former 200 Ross Street Head Office which was built back in 1907. The former head office at the 200 Ross Street building is now vacated and on path towards decommissioning; and

WHEREAS, the Legacy Data Center is Hosting Mission Critical IT systems required to serve the HACP Communities including Tenants, Landlords and Partners; and

WHEREAS, the Legacy On-Premise Data Center is comprised of Hardware Servers, Data Storage and Network Devices that are Obsolete and no longer supported by the manufacturers including Dell, Aruba Networks and Alcatel Networks; and

WHEREAS, as a result, the risk of unplanned outages at the vacated 200 Ross Street building is high due to the deteriorated Power Heating, Ventilation, and Air Conditioning infrastructure; and

WHEREAS, the Data Center Migration is elevated to an Urgent Project to avoid the High Risk of Outages, Loss of Business Data, and inability to process the HACP communities service requests including Resident Processing, Maintenance Work Orders, Procurement and Payments to contractors and vendors; and

WHEREAS, in January 2023, the HACP Information Technology (IT) Department worked with Advizex, an HACP Contracted Managed Services partner and collected information of HACP existing computing capacity, and utilization; and

WHEREAS, IT & Advizex will Migrate HACP Data Center to the Latest Servers, Storage, and Network Hardware & Software to a New 2 Tiered Data Center Infrastructure. The Primary Data Center will be Hosted at a Local Co-location Services Provider and the Secondary Data Center Infrastructure will be hosted at the HACP New Head Office located at 412 Blvd of Allies; and

WHEREAS, the New Data Center will be Integrated with the HACP Cloud Services in Microsoft Azure, Amazon and Google and will be enable HACP to adopt and utilize Cloud Based technologies including AI (Artificial Intelligence), Machine Learning, Business Intelligence to improve HACP Applicants and Residents processing time. In addition, the new Data center will be resilient, scalable, and compliant with HUD’s Disaster Recovery requirements and Federal Cybersecurity standards including, NIST (National Institute of Standard & Technology), CISA; and

WHEREAS, the HACP will achieve the above benefits of a two (2) Tiered New Data Center through entering into a three (3) Year Agreement (renewal for two (2) years) with Advizex. Procurement of Hardware, Software and Services will be executed via US Government Purchasing Programs (PEPPM, & COSTARS); 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 of Data Center Migration and Management by Advizex for a period of three (3) years renewal for two (2) additional years; and

Section 2. The Total Cost of the HACP New Data Center Migration and Management is \$1,740,500.00 shall be payable from Moving to Work (MTW) and/or Program Income funds.

Next, the Chair asked for a motion to approve the resolution. Jala Rucker made a motion to approve, and Jake Wheatley seconded the motion. After a discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jala Rucker, Jake Wheatley and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

End of Resolutions.

EXECUTIVE REPORT:

Executive Director Binion addressed the Board:

Mr. Binion stated that the Board members received the Operations, Activity and Executive reports. Mr. Binion thanked the HACP staff for their hard work and the Board of Commissioners for their guidance. We have been meeting with residents, they are keeping us on our toes. The Gap financing is really in full swing now. Mr. Binion also stated the One Stop Shop will be opening on July 12 and the HACP is excited to do so.

NEW BUSINESS – No New Business

AJOURNMENT: The Chair asked for a motion to adjourn the meeting. Majestic Lane made a motion to adjourn and Jala Rucker seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Majestic Lane, Jake Wheatley, Jala Rucker,
and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the meeting adjourned.

Recording Secretary

