

**THE HOUSING AUTHORITY OF THE CITY OF PITTSBURGH
BOARD MEETING
AGENDA
SEPTEMBER 26, 2024
412 BOULEVARD OF THE ALLIES
PITTSBURGH, PA 15219
AND
VIA ZOOM CONFERENCING**

- 1. Roll Call.**
- 2. Motion to Approve the July 25, 2024, Housing Authority of the City of Pittsburgh (HACP) Board of Commissioners Meeting Minutes.**
- 3. Motion to Approve the Previously Received Activity Report for August 2024.**
- 4. Acknowledgement of Public Comments.**
- 5. Resolution No. 52 of 2024 - Approving the Housing Authority of the City of Pittsburgh FY 2025 Moving to Work Annual Plan, and authorizing the Executive Director or his Designee to submit the Annual Plan to the U.S. Department of Housing and Urban Development.**
- 6. Resolution No. 53 of 2024 - Approving the Housing Choice Voucher FY 2025 Utility Allowance Schedules.**
- 7. Resolution No. 54 of 2024 - Approval of the 2025 Utility Allowance Schedule for the Low-Income Public Housing (LIPH) Portfolio.**
- 8. Resolution No. 55 of 2024 - Authorizing the Executive Director or Designee to Award a Contract to Frederick and Son Contracting for Geothermal Support Authority-Wide for the Housing Authority of the City of Pittsburgh.**
- 9. Resolution No. 56 of 2024 - Authorizing the Executive Director or Designee to Amend the Monetary Value of the Elevator Maintenance and Repair Authority-Wide Contract with Hadfield Elevator LLC by \$220,022.00.**
- 10. Resolution No. 57 of 2024 - Authorizing the Executive Director or Designee to Award a Contract to New Orleans Teleport, Inc. D/B/A CALLS PLUS for Answering Services Authority-Wide for the Housing Authority of the City of Pittsburgh.**
- 11. Resolution No. 58 of 2024 - Adopting A Revised Housing Authority Of The City Of Pittsburgh Procurement And Disposition Policy.**

12. **Resolution No. 59 of 2024 - Ratifying The Executive Director's Decision to Write Off Collection Losses In The Amount Of \$188,648.81 From Tenant Accounts Receivable For The Months Of January 2024 Through March 2024.**
13. **Resolution No. 60 of 2024 - Ratifying The Executive Director's decision to Write Off Collection Losses in the Amount Of \$167,334.99 From Tenant Accounts Receivable for the Months of April 2024- June 2024.**
14. **Resolution No. 61 of 2024 - Authorizing the Executive Director or his Designee to approve the Fiscal Year 2025 Budget for the Housing Authority of the City of Pittsburgh.**
15. **Resolution No. 62 of 2024 - Authorizing the Rental Assistance demonstration (RAD) Conversion and Recapitalization of New Pennley Place.**
16. **Resolution No. 63 of 2024 - Amending the Employee Handbook to include the Employee Parking and Pittsburgh Regional Transit (PRT) Pass Policy, Authorizing the Executive Director or his Designee to renew the Parking Lease Agreement with InterPark LLC, Enter into an Intergovernmental Agreement (IGA) with the Pittsburgh Parking Authority, Purchase PRT Electronic Monthly Passes, and authorizing the commitment of related funds.**
17. **Resolution No. 64 of 2024 - Authorizing the Executive Director or Designee to Amend the Monetary Value for the Contract with Dayforce US, Inc. for Human Resource Management and Payroll Software and Services Authority-Wide.**
18. **Resolution No. 65 of 2024 – the Hartford A Resolution - Authorizing the Executive Director or his Designee to increase the contract amount to the current contract with The Hartford Life and Accident Insurance Company for the Housing Authority of the City of Pittsburgh (HACP) Employee Group Term Life Insurance, Accidental Death and Dismemberment Insurance, and Group Long-Term Disability Insurance.**
19. **Executive Report.**
20. **New Business.**
21. **Adjournment.**
22. **Executive Session: (optional) Compensation Study Update.**

RESOLUTION No. 52 of 2024

A Resolution - Approving the Housing Authority of the City of Pittsburgh FY 2025 Moving to Work Annual Plan, and authorizing the Executive Director or his Designee to submit the Annual Plan to the U.S. Department of Housing and Urban Development

WHEREAS, on November 17, 2000, the Housing Authority of the City of Pittsburgh (HACP) and the United States Department of Housing and Urban Development (HUD) executed an agreement authorizing the HACP to participate in the Moving to Work (MTW) Demonstration; and

WHEREAS, as a participant in the MTW demonstration, the HACP is required to submit an Annual Plan for review and approval by HUD; and

WHEREAS, the HACP's Fiscal Year (FY) 2025 Moving To Work (MTW) Annual Plan was made available for public review and comment from Sunday, August 11, 2024 to Tuesday, September 10, 2024 on the HACP Web Site: <https://hacp.org> and other social media platforms to include Facebook, LinkedIn, and Twitter. The notice was also published in media circulations to include the New Pittsburgh Courier and the Pittsburgh Post Gazette. Copies were also available at the HACP One-Stop-Shop. Public hearings were held on the proposed FY 2025 MTW Annual Plan on Thursday, September 12, 2024 at 9:30 a.m. and 5:30 p.m.; and

WHEREAS, the HACP will consider all comments received regarding the FY 2025 MTW Annual Plan and report to the Board of Commissioners.

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

Section 1. The HACP's Fiscal Year (FY) 2025 Moving to Work (MTW) Annual Plan is approved and the Executive Director or his Designee is authorized to submit the plan to HUD; and

Section 2. The Chairman is hereby authorized to sign the Certifications of Compliance on behalf of the Board of Commissioners as required by HUD.

RESOLUTION No. 53 of 2024

**A Resolution - Approving the Housing Choice Voucher FY 2025
Utility Allowance Schedules**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires that Public Housing Authorities (PHAs) maintain up-to-date utility allowance schedules in accordance with 24 CFR 982.517; and

WHEREAS, PHAs must establish utility allowance schedules based upon the typical cost of utilities and services paid by energy-conservative households that occupy housing of comparable size and type in the same locality; and

WHEREAS, PHAs must appropriately classify utilities and services into unit type categories defined by HUD; and

WHEREAS, PHAs must review its schedule of utility allowances each year, and must revise its allowance for a utility category if there has been a change of ten (10) percent or more in the utility rate since the last time the utility allowance schedule was revised; and

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) Housing Choice Voucher (HCV) Program must comply with federal guidelines and requirements pertaining to public utilities in establishing utility allowances; and

WHEREAS, the HACP contracts with a utility consultant to provide updated data concerning utility pricing for each unit type categorized by HUD; and

WHEREAS, the HACP receives an updated utility allowance schedule each year to reflect the most up-to-date cost based on local market data; and

WHEREAS, the proposed FY 2025 HCV Utility Allowance Schedules were posted in the local newspapers from Sunday, August 18, 2024, to Tuesday, September 17, 2024; and

WHEREAS, the proposed FY 2025 HCV Utility Allowance Schedules were made available for public review and comment on its website and all other forms of HACP social media from Tuesday, August 27, 2024, to Thursday, September 26, 2024 via the following link: https://hacp.org/public_notices/public-notice-of-proposed-hacp-fy-2025-housing-choice-voucher-program-utility-allowances/; and

WHEREAS, the HACP hosted virtual public hearings via Zoom on Wednesday, August, at 9:30 am and 5:30 pm; and

WHEREAS, no members of the public attended the hearings on Wednesday, August 28, 2024 and the HACP will report on any public comments received at the September 26, 2024 Board of Commissioners meeting; and

WHEREAS, the HACP desires to apply the HCV Program FY 2025 Utility Allowance Schedules effective January 1, 2025.

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 update the Housing Choice Voucher (HCV) Program Utility Allowance Schedules as listed in the "Table of Exhibit" with an effective date of January 1, 2025.

**Board Meeting
September 26, 2024
Agenda Item No. 7**

RESOLUTION No. 54 of 2024

**A Resolution – Approval of the 2025 Utility Allowance Schedule for the
Low-Income Public Housing (LIPH) Portfolio**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires that Public Housing Authorities (PHAs) maintain up-to-date utility allowance schedules in accordance to 24 CFR 965.507; and

WHEREAS, PHAs must establish utility allowance schedules based upon the typical cost of utilities and services paid by energy conservative households that occupy housing of similar size and type in the same locality; and

WHEREAS, PHAs must appropriately classify utilities and services into categories defined by HUD and review their utility allowance schedule each year; and

WHEREAS, the Housing Authority of the City of Pittsburgh's (HACP), Low-Income Public Housing Program (LIPH) in order to meet federal guidelines and requirements, contracts with a utility consultant and revises its Utility Allowances each year to reflect the most up to date cost; and

WHEREAS, the proposed FY 2025 LIPH Utility Allowance Schedules were sent to each LIPH effected participant;

WHEREAS, the proposed FY 2025 LIPH Utility Allowance Schedules were made available for public review and comment on its website and all other forms of HACP social media on July 12, 2024 via the following link: https://hacp.org/public_notices/public-notice-of-fy-low-income-public-housing-utility-allowance-schedules/; and

WHEREAS, the HACP hosted a public comment period from Monday, July 22, 2024 through Tuesday, August 20, 2024; and

WHEREAS, no public comments were received and the HACP will report on any public comments received at the September 26, 2024 Board of Commissioners meeting; and

WHEREAS, the HACP recommends the adoption of proposed Utility Allowance schedule, attached hereto as Exhibit A.

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

Section 1. The proposed Utility Allowance schedule is hereby adopted, subject to HUD approval, if required; and

Section 2. The Executive Director or his Designee is hereby authorized to update and implement the proposed Utility Allowance schedule effective January 1, 2025; and

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

**Board Meeting
September 26, 2024
Agenda Item No. 8**

RESOLUTION No. 55 of 2024

A Resolution - Authorizing the Executive Director or Designee to Award a Contract to Frederick and Son Contracting for Geothermal Support Authority-Wide for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) utilizes Geothermal Support services across multifamily HACP locations for heating and cooling using ground source heat pump systems; and

WHEREAS, on July 15, 2024, the HACP issued an Invitation for Bid (IFB) #300-03-24 REBID seeking qualified companies to provide Geothermal Support Authority-Wide; and

WHEREAS, the IFB #300-03-24 REBID was procured in accordance with applicable federal, state, and local procurement rules and regulations, as well as the procurement policies and procedures of the HACP; and

WHEREAS, three (3) companies responded to the IFB #300-03-24 REBID for Geothermal Support: Guy's Mechanical Systems, Inc., R&B Mechanical, Inc., and Frederick and Son Contracting; and

WHEREAS, Frederick and Son Contracting 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 \$433,070.00 with Frederick and Son Contracting for Geothermal Support Authority-Wide for the term of one (1) year; and

Section 2 The total one (1) year authorized amount of \$433,070.00 shall be made payable from Program Income and/or Moving to Work (MTW) funds.

**Board Meeting
September 26, 2024
Agenda Item No. 9**

RESOLUTION No. 56 of 2024

A Resolution - Authorizing the Executive Director or Designee to Amend the Monetary Value of the Elevator Maintenance and Repair Authority-Wide Contract with Hadfield Elevator LLC

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is required to maintain proper functioning elevators for resident safety at properties HACP-wide in accordance with the Department of Housing and Urban Development (HUD) standards, as well as Pennsylvania Department of Labor & Industry codes and Pittsburgh Fire Code compliance; and

WHEREAS, an Invitation for Bid (IFB) #300-44-19 was issued November 18, 2019, resulting in an Elevator Maintenance and Repair contract awarded to Hadfield Elevator LLC; in the amount of \$397,966.75; and

WHEREAS, the HACP is requesting to amend the monetary value of the Elevator Maintenance and Repair contract with Hadfield Elevator LLC by \$220,022.00 for a new total of \$1,340,973.45 to ensure the HACP can continue elevator inspections, safety testing, maintenance, repairs, and proper elevator operations for the full five (5) years as stated in the terms of the original contract executed on January 27, 2020.

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 amend the monetary value of the Elevator Maintenance and Repair contract with Hadfield Elevator LLC by adding \$220,022.00 to the existing contract, for a new total amount not-to-exceed amount of \$1,340,973.45; and

Section 2. The additional funds to bolster the Elevator Maintenance and Repair contract with Hadfield Elevator LLC, shall be made payable from Program Income and/or Moving to Work (MTW) Funds.

**Board Meeting
September 26, 2024
Agenda Item No. 10**

RESOLUTION No. 57 of 2024

A Resolution - Authorizing the Executive Director or Designee to Award a Contract to New Orleans Teleport, Inc. D/B/A CALLS PLUS for Answering Services Authority-Wide for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) utilizes a third-party firm for Answering Services Authority-Wide to field after hour emergency and routine maintenance request phone calls; and

WHEREAS, on April 22, 2024, the HACP issued a Request for Proposal (RFP) #300-11-24 seeking qualified companies to provide Answering Services Authority-Wide; and

WHEREAS, the RFP #300-11-24 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 RFP #300-11-24 for Answering Services; and

WHEREAS, New Orleans Teleport, Inc. D/B/A CALLS PLUS 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 \$102,000.00 with New Orleans Teleport, Inc. D/B/A CALLS PLUS for Answering Services Authority-Wide for the initial term of one (1) year with two (2), one (1) year extension options, for a total of three (3) years; and

Section 2 The total three (3) year authorized amount of \$102,000.00 shall be made payable from Program Income and/or Moving to Work (MTW) funds.

**Board Meeting
September 26, 2024
Agenda Item No. 11**

RESOLUTION No. 58 of 2024

**A Resolution - Adopting a revised Housing Authority of the City of Pittsburgh
Procurement and Disposition Policy**

WHEREAS, HUD Handbook 7460.8 REV2 Section 2.2 states that Public Housing Authorities (PHAs) such as the Housing Authority of the City of Pittsburgh (HACP) are required to establish and follow a written procurement policy that is consistent with 24 CFR 85.36; and

WHEREAS, the HACP is required to comply with all applicable federal, state and local laws, rules, regulations and guidelines; and

WHEREAS, the HACP has determined that revisions the current Procurement and Disposition Policy, are necessary to improve clarity of the Procurement and Disposition Policy and maintain continued compliance with applicable federal, state and local laws, rules, regulations and guidelines.

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

Section 1: The updated Housing Authority of the City of Pittsburgh (HACP) Procurement and Disposition Policy referenced above, is hereby adopted in its entirety, and replaces the Procurement and Disposition Policy which was previously approved pursuant to Resolution Number 41 of 2022.

**Board Meeting
September 26, 2024
Agenda Item No. 12**

RESOLUTION No. 59 of 2024

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$188,648.81 from Tenant Accounts Receivable for the Months of January 2024 through March 2024.

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 2024 through March 2024 is \$188,648.81, 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 \$188,648.81, which is 7.56% of the total rent and associated charges of \$2,494,905.84 for the first quarter of 2024.

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 \$188,648.81 from the Tenant Accounts Receivables (TARs) balance for January 2024 through March 2024 is hereby ratified.

**Board Meeting
September 26, 2024
Agenda Item No. 13**

RESOLUTION No. 60 of 2024

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$167,334.99 from Tenant Accounts Receivable for the Months of April 2024- June 2024.

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 April 2024 through June 2024 is \$167,334.99, 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 \$167,334.99, which is 6.95% of the total rent and associated charges of \$2,409,005.02 for the second quarter of 2024.

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 \$167,334.99 from the Tenant Accounts Receivables (TARs) balance for April 2024 through June 2024 is hereby ratified.

**Board Meeting
September 26, 2024
Agenda Item No. 14**

RESOLUTION No. 61 of 2024

A Resolution - Authorizing the Executive Director or his Designee to approve the Fiscal Year 2025 Budget for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has prepared its Fiscal Year (FY) 2025 budget; and

WHEREAS, the HACP finds the proposed total expenditures necessary for an efficient and economical operation, the provision of resident services, and the continuation of modernization and development activities; and

WHEREAS, the projected total revenue provides sufficient funds to support the HACP's activities as follows:

2025 Total Budget Sources	\$212,951,604
2025 Total Budget Uses	\$212,951,604
2025 Net Surplus/Deficit	\$0

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

Section 1. The Fiscal Year 2025 Budget in the amount of \$212,951,604 is hereby approved; and

Section 2. The Executive Director or his Designee is hereby authorized and shall take such measures as may be necessary to place the FY 2025 Budget into effect.

**Board Meeting
September 26, 2024
Agenda Item No. 15**

RESOLUTION No. 62 of 2024

**A Resolution – Authorizing the Rental Assistance Demonstration (RAD)
Conversion and Recapitalization of New Pennley Place**

WHEREAS, the U. S. Department of Housing and Urban Development (HUD) has created the Rental Assistance Demonstration (RAD) program to provide tools for Public Housing Authorities (PHAs) to financially stabilize and protect the long-term affordability of public housing by converting public housing into a long-term project-based voucher or rental assistance that allows PHAs or mixed-finance ownership entities to receive a reliable, long-term operating source and use the RAD project's rental revenues to finance property improvements; and

WHEREAS, Negley Corner Limited Partnership One is the current owner of New Pennley Place, which is the existing one-hundred and thirty-six (136)--unit mixed-finance community development that contains thirty-eight (38) Low-Income Public Housing (LIPH) units developed in 2001 and is located within the East Liberty neighborhood in the City of Pittsburgh (New Pennley); and

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) and the current owner of New Pennley desire to convert thirty-eight (38) LIPH units to RAD Project Based Voucher (PBV) units, and the New Pennley Recapitalization LLC (Owner Entity) will assume the ownership through the recapitalization of New Pennley using the RAD program, 4% Low-Income Housing Tax Credits, (LIHTC) and loan restructuring (New Pennley RAD); and

WHEREAS, New Pennley has an existing loan with the HACP that has incurred interest on the principal over time and has accumulated an outstanding debt balance at \$12,492,985, where \$2,971,780 is the principal amount and \$9,521,205 is the accrued interest amount (HACP Loan) and where a portion of HACP Loan will be forgiven at the financial closing in the amount of \$6,573,968; and

WHEREAS, the Owner Entity will repay a portion of the HACP Loan in the amount of \$1,400,000, and \$6,573,968 of the HACP Loan will be forgiven at the New Pennley RAD financial closing, resulting in a final remaining balance of HACP Loan of \$4,519,017 at the New Pennley RAD financial closing; and

WHEREAS, as of the date hereof, HUD, the HACP, and Owner Entity have entered into a RAD Conversion Commitments (RCC) for New Pennley RAD; and

WHEREAS, conversion of the LIPH units of New Pennley under RAD, requires that the HACP enter into certain additional documents, certificates, instruments, and/or agreements with or in favor of HUD and/or the Owner evidencing the RAD conversion process, including, without limitation, certain amendments and supplements to the RCC, as appropriate, a RAD Omnibus Amendment to Loan Documents, a Rehabilitation Escrow Agreement, an Agreement to Subordinate to Rental Assistance Demonstration Use Agreement, a Consolidated Owner Certification, a Rider to Use

Agreement Relating to Foreclosure, a Rental Assistance Demonstration Use Agreement, a Termination of Mixed-Finance Amendment to Annual Contributions Contract and a Termination of Regulatory and Operating Agreement, collectively, with the RAD Conversion Commitments and such other documents, certificates, instruments, and agreements entered into and/or delivered in connection with the conversion of New Pennley under RAD (RAD Documents).

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

Section 1. The HACP will forgive a portion of the existing debt for New Pennley RAD in the amount of \$6,573,968; and

Section 2. The Board of Commissioners hereby confirms, ratifies, and approves in all respects the execution and delivery of the RAD Conversion Commitment by the Executive Director or his Designee on behalf of the HACP and the consummation of the transaction contemplated thereby; and

Section 3. The Executive Director or his Designee is authorized and directed to execute and deliver the RAD Documents, and to execute, acknowledge, deliver, file, and/or record such other documents and instruments and to take such other actions as he deems necessary and/or desirable in order to consummate the transactions described in the RAD Documents, and to cause the HACP to perform its obligations under such RAD Documents; and

Section 4. The Executive Director or his Designee is hereby authorized to submit to HUD for review and approval the evidentiary, exhibits, instruments, documents and other information as HUD may require or as may be appropriate in connection with the conversion of the Projects under RAD, including, without limitation, evidentiary and exhibits required by or associated with the RAD Conversion Commitments, information requested in connection with the provision of project-based rental assistance pursuant to the RAD conversion for the Projects, and information requested in connection with the release of the Properties from the existing Declarations of Restrictive Covenant; and

Section 5. The Executive Director or his Designee is hereby further authorized, empowered, and directed to take such other action and to enter into such documents, instruments, and/or agreements, from time to time, in connection with the transactions contemplated by the foregoing resolutions as the Executive Director or his Designee, deem necessary, advisable, or appropriate; and

Section 6. The Board of Commissioners hereby ratifies, confirms, and approves all lawful actions taken by the Executive Director or his Designee and all lawful papers and documents executed by any of the foregoing on behalf of the HACP where such actions, papers, or documents effectuate the intent of these resolutions, and the consummation of the transactions and matters set forth herein.

**Board Meeting
September 26, 2024
Agenda Item No. 16**

RESOLUTION No. 63 of 2024

A Resolution – Amending the Employee Handbook to include the Employee Parking and Pittsburgh Regional Transit (PRT) Pass Policy, Authorizing the Executive Director, or his Designee to renew the Parking Lease Agreement with InterPark LLC, Enter into an Intergovernmental Agreement (IGA) with the Pittsburgh Parking Authority, Purchase PRT Electronic Monthly Passes, and authorizing the commitment of related funds

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) commits to attract and retain the best talent to achieve workforce planning objectives; and

WHEREAS, the HACP is committed to the safety of its workforce and the safe storage of its fleet vehicles; and

WHEREAS, since 2021, the HACP has implemented an internal procedure to offer employees assigned to the downtown headquarters work location, subsidized parking or a monthly electronic PRT Pass to enable the attraction and retention of employees , and as a part of the post-COVID-19 migration back to in-office work; and

WHEREAS, the HACP must continue to honor its commitment to employees and ensure certain staffing levels to fulfill the charge of providing decent and affordable housing.

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

Section 1. The Employee Parking and Pittsburgh Regional Transit (PRT) Pass Policy is approved for inclusion in the HACP Employee Handbook, effective immediately; and

Section 2. The Executive Director or his Designee is authorized to enter into a sole source lease agreement for three (3) years with InterPark LLC for leased parking spaces for a three (3) year period not to exceed \$300,000; and

Section 3. The Executive Director or his Designee is authorized to enter into an IGA for three (3) years with the Pittsburgh Parking Authority for leased parking spaces for a three (3) year period not to exceed \$820,000; and

Section 4. The Executive Director or his Designee is authorized to purchase electronic monthly passes from PRT for a three (3) year period not to exceed \$720,000; and

Section 5. The cost of these contracts and purchases are to be paid for from Program Income and/or Moving to Work (MTW) funds.

RESOLUTION No. 64 of 2024

A Resolution - Authorizing the Executive Director or Designee to Amend the Monetary Value for the Contract with Dayforce US, Inc. for Human Resource Management and Payroll Software and Services Authority-Wide

WHEREAS, the Human Resources (HR) and Payroll Departments of the Housing Authority of the City of Pittsburgh (HACP) are required to maintain Personal Identifiable Information (PII) and employment-related data and process bi-weekly payroll for the HACP staff; and

WHEREAS, Dayforce US, Inc. (formerly known as Ceridian Corporation) provides the HACP with a cloud-based Human Resource Information System (HRIS) and payroll system and services; and

WHEREAS, the current contract with Dayforce US, Inc. will expire on November 14, 2025; and

WHEREAS, the Dayforce cloud-based HRIS housed modules that were a part of the subscription, however, had not yet been developed that were subsequently developed and implemented; and

WHEREAS, the Dayforce pricing includes a cost-per-user component that requires alignment with increased staffing volumes and workforce planning adjustments in conjunction with Choice and other grants awarded to the HACP; and

WHEREAS, the HACP is requesting the Board of Commissioners' approval to add an amount not to exceed \$875,000.00 to the current Dayforce US, Inc. contract value of \$1,112,487.90 for a new total value not to exceed \$1,987,487.90, to pay outstanding invoices and cover subscription fees for the remaining 39 months.

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

Section 1. The Executive Director or his Designee is hereby authorized to add an amount not to exceed \$875,000.00 to the current Dayforce US, Inc. contract value of \$1,112,487.90 for a new total value not to exceed \$1,987,487.90; and

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

**Board Meeting
September 26, 2024
Agenda Item No. 18**

RESOLUTION No. 65 of 2024

A Resolution - Authorizing the Executive Director or his Designee to increase the contract amount to the current contract with The Hartford Life and Accident Insurance Company for the Housing Authority of the City of Pittsburgh (HACP) Employee Group Term Life Insurance, Accidental Death, and Dismemberment Insurance, and Group Long-Term Disability Insurance

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP), in accordance with its policy and per its Collective Bargaining Agreements, provides Term Life, Accidental Death and Dismemberment, and Long-Term Disability insurance to its full-time union and non-union employees; and

WHEREAS, the HACP's Board of Commissioners of the HACP approved Resolution 67 of Fiscal Year (FY) 2021 and extensions with The Hartford Life and Accident Insurance Company for employee Group Term Life Insurance, Accidental Death and Dismemberment, and Long Term Disability benefits expire on December 31, 2024; and

WHEREAS, the HACP will issue a Request for Proposals (RFP) for Employee Group Term Life Insurance, Accidental Death and Dismemberment Insurance, and Group Long-Term Disability Insurance; and

WHEREAS, the HACP is requesting the Board of Commissioners' approval to add additional funds to the current The Hartford Life and Accident Insurance Company contract in an amount not to exceed \$240,000 to pay outstanding invoices and cover premiums; and

WHEREAS, this procurement was conducted in accordance with applicable federal, state, and local laws 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 add additional funds to the current The Hartford Life and Accident Insurance Company contract in an amount not to exceed \$240,000 to pay outstanding invoices and cover premiums; and

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