

**THE PHILADELPHIA HOUSING AUTHORITY
AGENDA FOR THE MEETING OF THE BOARD OF COMMISSIONERS
2013 RIDGE AVE.
PHILADELPHIA, PA 19121
THURSDAY, NOVEMBER 17, 2022, at 3 p.m.**

- A. Call to Order** Lynette Brown-Sow, Chair of the Board of Commissioners
- B. Remarks** Kelvin A. Jeremiah, President & CEO
- C. Approval of Minutes** of the Board Meeting held October 20, 2022, as distributed.
- D. New Business**
 - 1. RESOLUTION AUTHORIZING A CONTRACT FOR INSURANCE BROKERAGE AND RELATED SERVICES WITH CONNER STRONG & BUCKELEW COMPANIES, LLC**

Dave Walsh
 - 2. RESOLUTION AUTHORIZING CONTRACTS FOR ELECTRICAL REPAIR SERVICES WITH MAJOR ELECTRIC SYSTEMS, INC., RAW POWER ELECTRIC, INC. AND LARRY C. MCCRAE, INC.**

Dave Walsh
 - 3. RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH OLIVER FIRE AND PROTECTION SECURITY FOR FIRE PROTECTION SERVICES**

Dave Walsh
- E. Public Comment Period**

RESOLUTION NO. 1

RESOLUTION AUTHORIZING A CONTRACT FOR INSURANCE BROKERAGE AND RELATED SERVICES WITH CONNER STRONG & BUCKELEW COMPANIES, LLC

WHEREAS, the Philadelphia Housing Authority (“PHA”) has identified a need for insurance brokerage and related services and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that a contract be awarded to Conner Strong & Buckelew Companies, LLC.; and

WHEREAS, work is to be assigned to the awardee at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the amount to be expended under the contract shall not exceed one million two hundred fifty thousand dollars (\$1,250,000.00) with a two-year base period and three (3) one-year option periods, as follows:

- 1) the not-to-exceed amount for the two-year base period is five hundred thousand dollars (\$500,000.00);
- 2) the not-to-exceed amount for the first one-year option period is two hundred fifty thousand dollars (\$250,000.00);
- 3) the not-to-exceed amount for the second one-year option period is two hundred fifty thousand dollars (\$250,000.00); and
- 4) the not-to-exceed amount for the third one-year option period is two hundred fifty thousand dollars (\$250,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Conner Strong & Buckelew Companies, LLC for a total amount not to exceed one million two hundred fifty thousand dollars (\$1,250,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract, including determining whether the options available under the contract shall be exercised.

RESOLUTION NO. 2

RESOLUTION AUTHORIZING CONTRACTS FOR ELECTRICAL REPAIR SERVICES WITH MAJOR ELECTRIC SYSTEMS, INC., RAW POWER ELECTRIC, INC. AND LARRY C. MCCRAE, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for electrical repair services and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to Major Electric Systems, Inc.; Raw Power Electric, Inc.; and Larry C. McCrae, Inc.; and

WHEREAS, work is to be assigned to the three (3) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed five million dollars (\$5,000,000.00) with a two-year base period and three (3) one-year option periods, as follows:

- 1) the not-to-exceed aggregate amount for the two-year base period is two million dollars (\$2,000,000.00);
- 2) the not-to-exceed aggregate amount for the first one-year option period is one million dollars (\$1,000,000.00);
- 3) the not-to-exceed aggregate amount for the second one-year option period is one million dollars (\$1,000,000.00); and
- 4) the not-to-exceed aggregate amount for the third one-year option period is one million dollars (\$1,000,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with Major Electric Systems, Inc.; Raw Power Electric, Inc.; and Larry C. McCrae, Inc. for a total aggregate amount not to exceed five million dollars (\$5,000,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

RESOLUTION NO. 3

RESOLUTION AUTHORIZING A CONTRACT AMENDMENT WITH OLIVER FIRE AND PROTECTION SECURITY FOR FIRE PROTECTION SERVICES

WHEREAS, the Philadelphia Housing Authority (“PHA”) identified a need for fire protection services and, on December 19, 2019, its Board of Commissioners approved Resolution No. 12077, to authorize the award of a contract to Oliver Fire and Protection Security; and

WHEREAS, the contract with Oliver Fire and Protection Security consisted of a two (2) year-base period with three (3) one-year option periods and a per year limit on expenditures; and

WHEREAS, under the original contract, the not-to-exceed amount tract, including the exercise of any options, was six hundred seventy thousand dollars (\$670,000.00): with two hundred sixty-eight thousand dollars (\$268,000.00) for the two (2) year base period and one hundred thirty-four thousand dollars (\$134,000.00) for each of the three (3) one-year option periods; and

WHEREAS, in May of 2022, as permitted by Controlled Policy and Procedure #10 and due to a potential backlog of required services related to increased certification activity, PHA modified the contracts to increase the aggregate not-to-exceed amount by two hundred fifty thousand dollars (\$250,000.00), resulting in an aggregate not-to-exceed amount of nine hundred twenty thousand dollars (\$920,000.00); and

WHEREAS, in August 2022, PHA accelerated the two remaining options of the contract to access the remaining contract funds therein; and

WHEREAS, PHA is in the process of soliciting new contracts for these services but has an immediate need for fire protection services while the solicitation process proceeds, for which additional funding is required; and

WHEREAS, it would be in the best interest of PHA to add two hundred thousand dollars (\$200,000.00) to the contract, making the total aggregate not-to-exceed contract amount one million one hundred twenty thousand dollars (\$1,120,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO, or his authorized designee(s), to amend PHA’s contract with Oliver Fire and Protection Security to add two hundred thousand dollars (\$200,000.00) to the contract amount, making the not-to-exceed contract amount one million one hundred twenty thousand dollars (\$1,120,000.00), as set forth above and subject to the availability of funds therefor.