



PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, May 17, 2018, 3 p.m., at 1800 S. 32nd St., Philadelphia, PA 19145

The Annual Meeting of the Philadelphia Housing Authority (“PHA”) Board of Commissioners was brought to order at approximately 3:10 p.m. by the Chair, Lynette Brown-Sow. In addition to the Chair, Commissioners Callahan, Purnell, and Wise were in attendance in person, as well as President & CEO Kelvin A. Jeremiah (“CEO Jeremiah”) and General Counsel, Laurence M. Redican. Vice-Chair Wetzel participated by telephone,

The Chair began the meeting by asking for a moment of silence in preparation for the work to be done, then announced that this was the Annual Meeting and an executive session had taken place just prior to the meeting, for the purpose of discussing litigation and matters confidential by law.

CEO Jeremiah reviewed the Board meeting procedure for public comment and made the following announcements: 1) PHA received a 9% Low Income Housing Tax Credit (LIHTC) award from the Pennsylvania Housing Finance Agency for the redevelopment of Norris Apartments, which will generate approximately \$12 million toward the total cost of the redevelopment; 2) PHA is updating its waitlist for public housing; 3) June 14, 2018, PhillySEEDS will host *The Sky’s the Limit* Friend-raiser at Vaux Big Picture High School, to increase visibility for the 5-year old non-profit that supports PHA residents; and 4) significant progress is being made on PHA’s new headquarters at Ridge Ave.

The Resident being highlighted this month is Jessica Trapp, who completed PHA’s Phlebotomy program and is now working for Barc Development Services as an Assistant Home Manager providing direct care services for special needs patients. She was not able to attend the meeting, but was congratulated on her achievements.

The Employee of the Month award was presented to Jaclyn Helverson, for her diligent and exceptional assistance in the Finance office. She received a certificate, a check, and a round of applause.

The Chair then noted that Vice-Chair Wetzel was participating by phone and that a letter of resignation had been received from Commissioner Eiding.

The Chair inquired whether there were any corrections or amendments to the minutes of the Board Meeting of April 19, 2018. Hearing none, the minutes were accepted as submitted.

Ten resolutions were presented and unanimously approved.

Resolution 11992, attached in Appendix 1, was presented by Andrea Bowman, Corporate Secretary, pursuant to the election schedule in the amended By-Laws, for approval of the election of Lynette Brown-Sow as Chair of the Board, Herbert Wetzel as Vice-Chair and the following Board-appointed officers: Laurence Redican as Secretary, Andrea Bowman as Assistant Secretary, Celeste Fields as Treasurer, and Nnena Ukwa as Assistant Treasurer. Commissioner Purnell, as a member of the Policy and Planning Committee that reviewed the resolution, moved for its approval. After the motion was

seconded, Commissioner Purnell stated that the committee had met to review the resolution and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution 11993, attached in Appendix 1, was presented by Andrea Bowman, Corporate Secretary, to establish the schedule for regularly-scheduled public meetings of the PHA Board of Commissioners through May of 2019, as required under the amended By-Laws of the Board, as well as under the Sunshine Act, 65 Pa.C.S.A. §§ 701–716. Commissioner Purnell, as a member of the Policy and Planning Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Purnell noted that the committee had met to review the resolution and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11994, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President of Supply Chain Management (“EVP-SCM”), to authorize PHA to contract with Milestone Construction Management for commercial and residential appliance repair services, in an amount not to exceed one million sixty-five thousand dollars (\$1,065,000.00). Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Callahan said that the committee had met and reviewed the resolution. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11995, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Emergi-Clean, Inc. for biohazard cleanup and disposal services for PHA, in an amount not to exceed one million four hundred four thousand eighty-seven dollars (\$1,404,087.00). Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Callahan noted that the committee had met to review the resolution, had discussed its scope, and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11996, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to negotiate, conclude and execute the implementation phase of an energy performance contract (“EPC”) with Johnson Controls Inc. (“JCI”) at all PHA Conventional Sites, consistent with the results of an audit that was part of the overall EPC, in a total amount not to exceed thirty-one million five hundred forty thousand six hundred thirty dollars, (\$31,540,630.00). Commissioner Purnell, as a member of the Policy and Planning Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Purnell stated that the committee had met to review the resolution and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11997, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Ballard Spahr LLP and Fox Rothschild LLP for labor law legal services, in an amount not to exceed five hundred thousand dollars (\$500,000.00). Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. Following the motion being seconded, Commissioner Callahan noted that the committee had met to review the resolution. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11998, attached in Appendix 1, was presented by Huda Goldman, Vice President – Human Relations, to authorize PHA to contract with Delta Dental to provide employee dental insurance, in an amount not to exceed two million five hundred ninety-seven thousand one hundred seventy-two dollars (\$2,597,172.00). Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. Following the motion being seconded, Commissioner Callahan noted that the committee had met to review the resolution. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11999, attached in Appendix 1, was presented by Huda Goldman, Vice President – Human Relations, to authorize PHA to contract with Aetna Inc., for employee health and prescription insurance policies, in a total amount not to exceed forty-one million fifty-nine thousand dollars (\$41,059,000.00). Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Callahan stated that the committee had met to review the resolution. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 12000, attached in Appendix 1, was presented by Bret Holden, Vice President-Leased Housing, to authorize PHA to approve changes to the Administrative Plan applicable to the Housing Choice Voucher Program, as required by the U.S. Department of Housing and Urban Development's Small Area Fair Market Rent Final Rule. Commissioner Purnell, as a member of the Policy and Planning Committee that reviewed the resolution, moved for its approval. Following a second, Commissioner Purnell noted that the committee had met to review the resolution, noted its safeguards for residents, and recommended its approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 12001, attached in Appendix 1, was presented by Larry Redican, General Counsel – Office of General Counsel, to authorize PHA to enter into one or more project labor agreements and to negotiate and execute one or more project labor agreements with the appropriate labor organizations for PHA construction contracts lasting up to 5 (five) years that are over three million dollars (\$3,000,000.00), provided that the PLA will: 1) reduce the labor cost on PHA projects; 2) promote efficient and expeditious completion of PHA construction projects; 3) require that the workforce be at least 25% PHA residents; and 4) require that there be 20% minority and women-owned business participation, with the effective date of such authorization being July 1, 2018. Commissioner Purnell, as a member of the Policy and Planning Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Purnell noted that the committee had met to review the resolution and recommended its approval. Following discussion and there being no public comment, for which an opportunity was provided, the motion was unanimously approved.

The public comment period began at approximately 3:30 p.m., with the only speaker being Jennifer Bennetch, who spoke about her PHAPD concerns and her uncle who lives in PHA housing.

Following a motion and a second, the Chair then adjourned the meeting at approximately 3:45 p.m.

Respectfully submitted,



Laurence M. Redican
General Counsel
Philadelphia Housing Authority

APPENDIX 1

THE PHILADELPHIA HOUSING AUTHORITY
ANNUAL MEETING OF THE BOARD OF COMMISSIONERS
1800 S. 32nd St.
PHILADELPHIA, PA 19145
THURSDAY, MAY 17, 2018, at 3 p.m.
AGENDA

- 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 April 19, 2018, as distributed.
- D. **New Business**
1. **RESOLUTION APPROVING LYNETTE BROWN-SOW AS CHAIR AND HERBERT E. WETZEL AS VICE-CHAIR OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS AND THE APPOINTMENT OF CERTAIN BOARD-APPOINTED OFFICERS**

Andrea Bowman
 2. **RESOLUTION ESTABLISHING THE SCHEDULE FOR REGULAR MEETINGS OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS THROUGH MAY OF 2019**

Andrea Bowman
 3. **RESOLUTION AUTHORIZING A CONTRACT FOR APPLIANCE REPAIR SERVICES WITH MILESTONE CONSTRUCTION MANAGEMENT**

Dave Walsh
 4. **RESOLUTION AUTHORIZING A CONTRACT FOR BIOHAZARD CLEANUP AND DISPOSAL SERVICES WITH EMERGI-CLEAN, INC.**

Dave Walsh
 5. **RESOLUTION AUTHORIZING A CONTRACT WITH JOHNSON CONTROLS, INC. FOR THE IMPLEMENTATION OF THE ENERGY PERFORMANCE CONTRACT**

Dave Walsh

6. RESOLUTION AUTHORIZING CONTRACTS WITH BALLARD SPAHR LLP AND FOX ROTHSCHILD LLP FOR LABOR LAW LEGAL SERVICES

Dave Walsh

7. RESOLUTION TO CONTRACT WITH DELTA DENTAL TO PROVIDE EMPLOYEE DENTAL INSURANCE

Huda Goldman

8. RESOLUTION TO CONTRACT WITH AETNA TO PROVIDE EMPLOYEE MEDICAL INSURANCE

Huda Goldman

9. RESOLUTION APPROVING SMALL AREA FAIR MARKET RENT AMENDMENTS TO THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN

Bret Holden

10. RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO ENTER INTO A PROJECT LABOR AGREEMENT

Larry Redican

E. Public Comment Period

RESOLUTION NO. 11992

RESOLUTION APPROVING LYNETTE BROWN-SOW AS CHAIR AND HERBERT E. WETZEL AS VICE-CHAIR OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS AND THE APPOINTMENT OF CERTAIN BOARD-APPOINTED OFFICERS

WHEREAS, the Philadelphia Housing Authority (“PHA”) Board of Commissioners (“Board”) adopted amended By-Laws (“By-Laws”) by Resolution No. 11724, on September 25, 2014; and

WHEREAS, under Section 401 of the By-Laws, “[t]he annual meeting of the Board shall be held in either April or May of each year, at such date and time as designated by the then-Chair,” and this meeting, on May 17, 2018, is the designated Annual Meeting; and

WHEREAS, Section 311 of the By-Laws states that: “The Chair and Vice-Chair shall be elected biennially in even-numbered years at the annual meeting of the Board, starting with the 2016 annual meeting, from among the members of the Board, and shall hold office until the next annual meeting occurring in an even-numbered year or until their successors are elected and qualified. The Secretary, Treasurer and any Assistant Secretary and/or Assistant Treasurer shall be elected at the same time as the Chair and Vice-Chair and shall serve from their respective elections until their successors are elected and qualified. The Chief Executive Officer, the General Counsel, and all other officers appointed by the Chief Executive Officer, shall serve from the date of their appointment until their resignation or until their successors are appointed and qualified;” and

WHEREAS, under the By-Laws, it is required that an election be held at this Annual Meeting for the positions of Chair and Vice-Chair, so that officers shall be elected at the same time, for the Board-appointed positions of Secretary, Treasurer, Assistant Secretary and Assistant Treasurer (the position of General Counsel being an officer position that is appointed by the President & CEO, not by the Board); and

WHEREAS, the following slate of Board-appointed and elected officers for the Board is being proposed, with the President & CEO remaining in his position, for the term indicated in the By-Laws:

Chair	Lynette Brown-Sow
Vice-Chair	Herbert E. Wetzel
Treasurer	Celeste C. Fields, Senior Executive Vice President – Chief Administrative and Financial Officer
Secretary	Laurence M.. Redican, Executive Vice President – Office of General Counsel, Chief Ethics Officer and General Counsel
Assistant Treasurer	Nnena Ukwa, Vice President of Finance
Assistant Secretary	Andrea Bowman, Corporate Secretary

BE IT RESOLVED, that the PHA Board of Commissioners hereby elects Lynette Brown-Sow as Chair and Herbert E. Wetzel as Vice-Chair and appoints the persons otherwise listed above to their respective Board officer positions, effective immediately, to serve for the terms designated under the By-Laws, as may be amended from time to time, with all other Board-appointed officer positions to remain with the current designees, including Kelvin A. Jeremiah as President & CEO.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

RESOLUTION NO. 11993

RESOLUTION ESTABLISHING THE SCHEDULE FOR REGULAR MEETINGS OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS THROUGH MAY OF 2019

WHEREAS, under Section 401 of the amended By-Laws of the Philadelphia Housing Authority (“PHA”) Board of Commissioners (“Board”), as adopted by Resolution No. 11724 on September 25, 2014, the annual meeting of the Board shall be held in either April or May of each year and at the annual meeting, “the Authority shall establish a schedule of its regularly scheduled meetings during the ensuing one-year period;” and

WHEREAS, by Resolution No. 11773, adopted by the Board on April 16, 2017, the Board established its schedule of regularly-scheduled meetings for upcoming year, which included this meeting; and

WHEREAS, this Board meeting is the Annual Board meeting for 2018; and

WHEREAS, Section 709 (a) of the Sunshine Act, 65 Pa.C.S.A. §§ 701–716 (“Sunshine Act”), requires, *inter alia*, public notice of an agency’s first regular annual meeting and that the agency “shall give public notice of the schedule of its remaining regular meetings;” and

WHEREAS, from this date until the next Annual Board meeting, which is to be held in April or May of 2019, the Board wishes to have the following regularly-scheduled Board meetings on the following dates, unless changed by public notice at least two days (48 hours) prior to the meeting (with special meetings requiring 24 hours’ public notice, pursuant to the Sunshine Act), to be held at locations to be decided, but for at least the first five (5) months to be at 1800 S. 32nd St. Philadelphia, PA 19145, at 3 p.m.:

June 21, 2018
July 19, 2018
August – None
September 20, 2018
October 18, 2018
November 15, 2018
December 20, 2018
January 17, 2019
February 21, 2019
March 21, 2019
April 18, 2019
May 16, 2019

BE IT RESOLVED, that the PHA Board of Commissioners hereby adopts the schedule, as set forth above, for its regularly-scheduled meetings, from this date through May of 2019.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

RESOLUTION NO. 11994

RESOLUTION AUTHORIZING A CONTRACT FOR APPLIANCE REPAIR SERVICES WITH MILESTONE CONSTRUCTION MANAGEMENT

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for commercial and residential appliance 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 proposal was 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 Milestone Construction Management; 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 in accordance with the contract terms at any time during the course of the contract; and

WHEREAS, it is recommended that the amount to be expended under the contract shall not exceed one million sixty-five thousand dollars (\$1,065,000.00) with a two (2) year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed amount for the two (2) year base period is four hundred twenty-six thousand dollars (\$426,000.00);
- 2) The not-to exceed amount for the first one-year option period is two hundred thirteen thousand dollars (\$213,000.00);
- 3) The not-to exceed amount for the second one-year option period is two hundred thirteen thousand dollars (\$213,000.00); and
- 4) The not-to exceed amount for the third one-year option period is two hundred thirteen thousand dollars (\$213,000.00);

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 Milestone Construction Management subject to the availability of funds therefor, as set forth above, in a total contract amount not to exceed one million sixty-five thousand dollars (\$1,065,000.00) and to take all necessary actions relating to such contract, including determining whether the options available under the contract shall be exercised.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

RESOLUTION NO. 11995

RESOLUTION AUTHORIZING A CONTRACT FOR BIOHAZARD CLEANUP AND DISPOSAL SERVICES WITH EMERGI-CLEAN, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for biohazard cleanup and disposal 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 Emergi-Clean, Inc.; 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 in accordance with the contract terms at any time during the course of the contract; and

WHEREAS, it is recommended that the amount to be expended under the contract shall not exceed one million four hundred four thousand eighty-seven dollars (\$1,404,087.00) with a two (2) year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed amount for the two (2) year base period is four hundred eighty-two thousand nine hundred sixty-eight dollars (\$482,968.00);
- 2) The not-to exceed amount for the first one-year option period is two hundred seventy-eight thousand two hundred eighty-three dollars (\$278,283.00);
- 3) The not-to exceed amount for the second one-year option period is three hundred six thousand one hundred fifteen dollars (\$306,115.00); and
- 4) The not-to exceed amount for the third one-year option period is three hundred thirty-six thousand seven hundred twenty-one dollars (\$336,721.00);

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 Emergi-Clean, Inc. subject to the availability of funds therefor, as set forth above, in a total contract amount not to exceed one million four hundred four thousand eighty-seven dollars (\$1,404,087.00) and to take all necessary actions relating to such contract, including determining whether the options available under the contract shall be exercised.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

RESOLUTION NO. 11996

RESOLUTION AUTHORIZING A CONTRACT WITH JOHNSON CONTROLS, INC. FOR THE IMPLEMENTATION OF THE ENERGY PERFORMANCE CONTRACT

WHEREAS, the Board of Commissioners at the April 8, 2016 Board meeting, by Resolution No. 11852, authorized the Philadelphia Housing Authority ("PHA") to enter into an Audit Agreement with Johnson Controls, Inc. ("JCI"), as part of an Energy Performance Contract ("EPC") for the following audits and assessments: energy and water audits; PHA's building automation and supervisory control ("BAS SCADA") system audit; resiliency audit and a health and environmental safety audit of its assets; and physical needs assessments, in order to comply with requirements of the U.S. Department of Housing and Urban Development ("HUD"); and

WHEREAS, Resolution No. 11852 further authorized PHA, "upon completion of the Audits, to negotiate, conclude and execute a contract for the implementation of the EPC ..., including determining whether, and on what terms, PHA will proceed with implementation of the EPC, provided that the savings generated by the implemented measures must be sufficient to pay for the total cost of those measures over the term of the EPC contract, which will not exceed twenty (20) years"; and

WHEREAS, pursuant to Resolution No.11852, PHA entered into the Audit Agreement with JCI on May 25, 2016 and JCI has performed the services required under the Audit Agreement and met all requirements set forth under Resolution No. 11852; and

WHEREAS, the HUD EPC guidelines call for completion of energy and water audits in order to determine the scope of energy and water conservation measures to be installed or constructed under the EPC; and HUD calls for both the audits and the implementation of the EPC to be performed by a single qualified energy services provider; and

WHEREAS, PHA wishes to enter into an EPC Implementation Agreement with JCI to have JCI perform energy saving measures at all of PHA's conventional sites by implementing the measures cited in the Audit Agreement, which shall include providing tracking and commissioning of the certain energy conservation measures; and

WHEREAS, PHA wishes to utilize capital funds to allow JCI to perform the EPC, rather than finance the costs of the EPC through JCI, as originally contemplated under Resolution No. 11852, as the recommended self-financed plan would avoid payment of interest over a 20-year period; and

WHEREAS, based upon the EPC audit review, it is recommended that PHA enter into an EPC with JCI for a term of five (5) years, in a total amount not to exceed thirty-one million five hundred forty thousand six hundred thirty dollars, (\$31,540,630.00);

BE IT RESOLVED, that the President & CEO and/or his authorized designee is hereby authorized to negotiate and enter into an EPC Implementation Agreement with JCI to perform certain energy conservation measures, consistent with the authorizations provided by Resolution No. 11852, in a total amount not to exceed thirty-one million five hundred forty thousand six hundred thirty dollars, (\$31,540,630.00), subject to the availability of funds therefor, as set forth above, and to take all steps necessary to negotiate and conclude such agreement in accordance with the provisions of this resolution.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

RESOLUTION NO. 11997

RESOLUTION AUTHORIZING CONTRACTS WITH BALLARD SPAHR LLP AND FOX ROTHSCHILD LLP FOR LABOR LAW LEGAL SERVICES

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for labor law legal 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 Ballard Spahr LLP and Fox Rothschild LLP.; 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 in accordance with the contract terms at any time during the course of the contracts; and

WHEREAS, it is recommended that the aggregate amount to be expended under the two (2) contracts shall not exceed five hundred thousand dollars (\$500,000.00) with a one (1) year base period and four (4) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the one (1) year base period is one hundred thousand dollars (\$100,000.00); and
- 2) The not-to exceed aggregate amount for each of the four (4) one-year option periods is one hundred thousand dollars (\$100,000.00);

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 Ballard Spahr LLP and Fox Rothschild LLP subject to the availability of funds therefor, as set forth above, in a total contract amount not to exceed five hundred thousand dollars (\$500,000.00) and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

RESOLUTION NO. 11998

RESOLUTION AUTHORIZING A CONTRACT WITH DELTA DENTAL TO PROVIDE EMPLOYEE DENTAL INSURANCE POLICIES

WHEREAS, the Philadelphia Housing Authority ("PHA") currently provides dental insurance to its full-time, regular status employees, and has an obligation to continue to do so, as stated in the Employee Handbook and applicable collective bargaining agreements; and

WHEREAS, the current dental insurance policy in force expires July 31, 2018; and

WHEREAS, pursuant to Resolution No. 11732, approved by this Board on September 25, 2014, PHA entered into a contract with Model Consulting to perform employee benefits consulting and brokerage services, and the contract's Scope of Work included procurement and solicitation services on behalf of PHA for its employee benefits policies; and

WHEREAS, on March 1, 2015, Model Consulting changed its name to CBIZ Model Consulting ("CBIZ"); and

WHEREAS, at PHA's request, CBIZ solicited dental insurance quotations from various insurers; and

WHEREAS, based on a review of recommendations from CBIZ, PHA selected Delta Dental as providing the most appropriate employee dental coverage options for the plan year beginning August 1, 2018 and ending July 31, 2019, with two one-year options; and

WHEREAS, the proposals were reviewed and evaluated by the evaluation committee and the supporting documents were reviewed by CBIZ and PHA's Contracting Officer; and

WHEREAS, based upon the consensus evaluation of the evaluation committee and CBIZ, it is recommended that a contract be awarded to Delta for a not-to-exceed aggregate total, if all options are exercised, of two million five hundred ninety-seven thousand one hundred seventy-two dollars (\$2,597,172.00), as follows:

- 1) The not-to-exceed amount for the one-year base period is eight hundred thirty-two thousand dollars (\$832,000.00);
- 2) The not-to exceed amount for the first one-year option period is eight hundred sixty-five thousand two-hundred eighty dollars (\$865,280.00); and
- 3) The not-to exceed amount for the second one-year option period eight hundred ninety-nine thousand eight hundred ninety-two dollars (\$899,892.00);

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 Delta, for a total aggregate amount not to exceed two million five hundred ninety-seven thousand one hundred seventy-two dollars (\$2,597,172.00), subject to the availability of funds therefore, as set forth above, and to take all necessary actions relating to such contract.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

RESOLUTION NO. 11999

**RESOLUTION AUTHORIZING A CONTRACT WITH AETNA INCORPORATED TO PROVIDE
EMPLOYEE HEALTH INSURANCE**

WHEREAS, the Philadelphia Housing Authority ("PHA") currently provides health insurance for its full-time, regular status employees, and has an obligation to continue to do so, as stated in the Employee Handbook and applicable collective bargaining agreements; and

WHEREAS, the current health insurance policy in force expires July 31, 2018; and

WHEREAS, pursuant to Resolution No. 11732, approved by this Board on September 25, 2014, PHA entered into a contract with Model Consulting to perform employee benefits consulting and brokerage services, and the contract's Scope of Work included procurement and solicitation services on behalf of PHA for its employee benefits policies; and

WHEREAS, on March 1, 2015, Model Consulting changed its name to CBIZ Model Consulting ("CBIZ"); and

WHEREAS, at PHA's request, CBIZ solicited medical insurance quotations from various insurers; and

WHEREAS, based on a review of recommendations from CBIZ, PHA selected Aetna Incorporated as providing the most appropriate employee medical coverage options for the plan year beginning August 1, 2018 and ending July 31, 2019, with one (1) one-year option; and

WHEREAS, the proposals were reviewed and evaluated by the evaluation committee and the supporting documents were reviewed by CBIZ and PHA's Contracting Officer; and

WHEREAS, based upon the consensus evaluation of the evaluation committee and CBIZ, it is recommended that a contract be awarded to Aetna Incorporated for a not-to-exceed aggregate total, if the one option is exercised, of forty-one million fifty-nine thousand dollars (\$41,059,000.00), as follows:

- 1) The not-to-exceed amount for the one-year base period is nineteen million dollars (\$19,000,000.00); and
- 2) The not-to exceed amount for the one (1) one-year option period is twenty-two million fifty-nine thousand dollars (\$22,059,000.00);

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 Aetna Insurance, for a total aggregate amount not to exceed forty-one million fifty-nine thousand dollars (\$41,059,000.00), subject to the availability of funds therefore, as set forth above, and to take all necessary actions relating to such contract, including the exercise of the one-year option.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

RESOLUTION NO. 12000

RESOLUTION APPROVING SMALL AREA FAIR MARKET RENT AMENDMENTS TO THE HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN

WHEREAS, the Philadelphia Housing Authority (“PHA”) has an Administrative Plan applicable to the Housing Choice Voucher Program (“Administrative Plan”), amended February 15, 2018, which provides for PHA to update the Administrative Plan to reflect changes in law or regulations, MTW initiatives, PHA operations, or when needed to ensure staff consistency in operation; and

WHEREAS, PHA has determined that the proposed amendments to the Administrative Plan, as substantially reflected on the Summary attached to this Resolution, are necessary and appropriate to promote efficient program administration, conform to legislative and regulatory requirements to ensure staff consistency in operations; and

WHEREAS, the proposed amendments are for changes to three chapters in the Administrative Plan, in accordance with and as required by the U.S. Department of Housing and Urban Development’s (“HUD”) Small Area Fair Market Rent (“SAFMR”) Final Rule; and

WHEREAS, the HUD changes to the rent schedules are the basis for the proposed amendments to the Administrative Plan, as required by HUD and detailed on the attached Summary; and

WHEREAS, under the new HUD requirements, the single city-wide rent schedule has been replaced by rent schedules based on zip codes, to help provide tenants with greater ability to move into higher opportunity neighborhoods, effective for new leases as of April 1, 2018; and

WHEREAS, current leases will not be impacted and voucher holders with existing leases entered into before April 1, 2018 will not experience any rent or subsidy increase solely as a result of this policy; and

WHEREAS, PHA has been adhering to the required changes as of April 1, 2018; and

WHEREAS, PHA provided opportunities for public comment on the required proposed amendments, including publishing a notice, posting the changes on PHA’s website and soliciting public comments, from April 6, 2018 through May 7, 2018, holding a public hearing on the proposed amendments on April 18, 2018, making a presentation to the resident engagement committee, and consulting with Community Legal Services;

BE IT RESOLVED, that the PHA Board of Commissioners hereby approves the changes to the Administrative Plan, as noted above and as substantially reflected on the attached Summary, which changes are approved as having been adhered to as of April 1, 2018 and as effective as of that date.

I hereby certify that this was
APPROVED BY THE BOARD ON 5/17/18

ATTORNEY FOR PHA

ATTACHMENT TO RESOLUTION FOR CHANGES TO ADMIN PLAN

SUMMARY OF PROPOSED AND RECOMMENDED CHANGES TO THE ADMINISTRATIVE PLAN

The proposed changes to three chapters in the Housing Choice Voucher Program Administrative Plan are to ensure compliance with HUD's Small Area Fair Market Rent (SAFMR) Final Rule.

Proposed changes are

in the following chapters: 1) Chapter 15: Payment Standards and Utility Allowances, 2) Chapter 18: Portability, and 3) Chapter 23: Unit Based Program.

Chapter 15 Payment Standards and Utility Allowances

15.1 Payment Standards

Payment standards are based on small fair market rents (SAFMRs) published annually by HUD. PHA may establish payment standards for "grouped" zip codes, provided the payment standard in effect for each group zip code is within 90 percent and 110 percent of the published SAFMR for each zip code in the group. PHA will monitor the new SAFMR policies to assess the impacts on tenants, landlords, neighborhoods and PHA finances. Based on an assessment of results, PHA may request HUD approval for MTW waivers to some or all of the SAFMR Final Rule provisions.

15.2 Updating Payment Standards

At initial implementation of SAFMRs, PHA will apply the new payment standard schedule, when the payment standard has increased, to all recertifications that will be effective on or after the effective date of the new payment standard schedule, even if PHA has already processed the recertification (See Changes in Payment Standards for decreases in payments standards).

15.3 Applying Payment Standards

PHA will continue to use the payment standard that is in effect when all household recertification documents have been received and the recertification information is entered into the computer system, except in the case of the initial implementation of SAFMR.

15.4 Changes in Payment Standards (Hold Harmless Policy)

PHA has proposed to hold families harmless of increases in payment standards. The proposed language is:

If the amount on the payment standard schedule is decreased during the term of the HAP contract, PHA will continue to use the higher payment standard for the family's subsidy calculation as long as the family continues to receive voucher assistance.

For example:

If the payment standard in effect at the last recertification was \$900 and the payment standard in effect at the current recertification is \$800, PHA will use \$900 as the payment standard for the current recertification.

15.4 Changes in Payment Standards MTW Policy

If the payment standard decreases, at initial implementation of SAFMRs, PHA will continue to use the higher payment standard for the family's subsidy calculation. PHA will continue to use the existing higher payment standard until PHA's payment standard in effect equals or exceeds the payment standard being applied to the household upon initial implementation of SAFMRs. Once PHA's

payment standard in effect equals or exceeds the payment standard being applied to the household upon implementation of SAFMRs, PHA will apply the current applicable payment standard at all future recertification regardless of the fluctuations in the payment standards from the last regular recertifications.

For example:

If the payment standard in effect at the last recertification, prior to implementation of SAFMR, was \$900 and the payment standard in effect at the current recertification is \$800, PHA will use \$900 as the payment standard for the current recertification. PHA will continue to use \$900 as the payment standard for all future recertifications until the payment standard in effect is equal to or greater than \$900. Once the payment standard in effect is equal to or greater than \$900, PHA will use the payment standard in effect regardless of fluctuations, including decreases.

15.6 Tenant Rent Changes due to Changes in Payment Standards

The payment standard for the household must be changed at the time of regular recertification if PHA's payment standard applicable to the household has changed (except as described in Section 15.4 Changes in Payment Standards) *Hold Harmless

15.7 Reasonable Accommodation– Payment Standards

If a household requires a higher payment standard as a reasonable accommodation for a household member who is a person with disabilities, PHA may establish a higher payment standard for the household of not more than 120 percent of the published SAFMR without HUD approval.

15.8 Exception Payment Standards

PHA may request HUD approval to establish payment standards higher than the basic range (90% to 110% of the SAFMR) in accordance with guidance issued by HUD.

15.8 Exception Payment Standards MTW Policy

Per approval from HUD, the language in the plan is changed to, "Using its MTW flexibility, PHA may approve payment standards up to 120% of the FMR to support leasing for existing voucher households and/or new voucher holders who wish to move to areas with empirically-documented improved educational systems, job opportunities, social services and other opportunities in the expectation that over time their need for housing and other subsidies will abate or diminish.

Chapter 18 Portability

18.3 Port-Ins

When a family ports-in and uses a voucher to lease a unit in PHA's jurisdiction, PHA's payment standards, in accordance with SAFMRs, will apply.

Chapter 23: Unit Based Program.

PHA will continue to use the city wide FMR to determine rent for UBVs, i.e. PHA will not use SAFMR for UBVs.

RESOLUTION NO. 12001

RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO ENTER INTO A PROJECT LABOR AGREEMENT

WHEREAS, large-scale construction projects pose special challenges to efficient and timely procurement by the Philadelphia Housing Authority ("PHA"); and

WHEREAS, construction employers typically do not have a permanent workforce, which makes it difficult for them to predict labor costs, when bidding on contracts, and ensure a steady supply of labor on contracts being performed; and

WHEREAS, challenges also arise due to the fact that construction projects typically involve multiple employers at a single location and a labor dispute involving one employer can delay the entire project; and

WHEREAS, the use of a project labor agreement ("PLA") may prevent these problems from developing by providing structure and stability to large-scale construction projects, thereby promoting the efficient and expeditious completion of construction contracts; and

WHEREAS, PLAs can also provide opportunities for contractors to meet their respective goals for worker diversity and Section 3 resident hires; and

WHEREAS, pursuant to Resolution No. 11706, adopted on June 19, 2014, the Board approved a PLA for a term up to five (5) years for contracts over five million dollar (\$5,000,000); and

WHEREAS, PHA was not able to obtain certain regulatory approvals for the PLA from the U.S. Department of Housing and Urban Development ("HUD") and the U.S. Department of Labor ("DOL"); and

WHEREAS, PHA and the Building Construction Trade Council ("BCTC") have agreed to remove the provisions of the project labor agreement ("PLA") that required further approval in order to immediately effectuate the other cost saving provisions of the PLA; and

WHEREAS, it would be beneficial for PHA to be able to use PLAs for construction contracts with expenditures under the contracts for a period of up to five (5) years that are over three million dollars (\$3,000,000.00), to reduce costs, accelerate completion time for construction projects, promote resident employment and promote the participation of businesses owned by minorities and women;

BE IT RESOLVED, that the Board hereby authorizes the President & CEO, or his authorized designee(s), to take all reasonable and necessary steps to enter into one or more project labor agreements and to negotiate and execute one or more project labor agreements with the appropriate labor organizations for PHA construction contracts lasting up to 5 (five) years that are over three million dollars (\$3,000,000.00), provided that the PLA will: 1) reduce the labor cost on PHA projects; 2) promote efficient and expeditious completion of PHA construction projects; 3) require that the workforce be at least 25% PHA residents; and 4) require that there be 20% minority and women-owned business participation, with the effective date of such authorization being July 1, 2018.