



PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MINUTES Thursday, February 19, 2015, 3 p.m., at 12 S. 23rd St., Philadelphia, PA 19103

The regular 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. Vice Chair Wetzel and Commissioners Callahan, Camarda, Coney, Danzy, and Wise were in attendance, as well as President & CEO, Kelvin Jeremiah (“CEO Jeremiah”) and Board Secretary and General Counsel, Barbara Adams.

The Chair began the meeting by welcoming Commissioner-Designee Amy Kurland, who is expected to sit as a Board member as of the March Board meeting, following completion of her training. The Chair then asked for a moment of silence in preparation for the work to be done in the meeting.

The Chair noted that an executive session had been held just prior to the meeting, at approximately 2:30 p.m., for the purpose of discussing litigation and matters confidential by law.

CEO Jeremiah reviewed the procedure for public comment at the Board meeting and made the following announcements: 1) PHA has named a new Police Chief, Dr. Branville G. Bard Jr., who has over twenty years of experience with the Philadelphia Police Department; 2) the CEO recently testified before the City Council’s Committee on the Disabled and Special Needs on the need for increased affordable, accessible housing in Philadelphia and appreciated the opportunity to do so; 3) applications are now being accepted for PhillySEEDS scholarships; and 4) the Housing Choice Voucher Program (Leased Housing Department or “HCV”) is currently conducting its annual wait list update and current applicants have until March 6, 2015 to update their information.

As part of the monthly Resident Spotlight, highlighting a PHA resident who has been able to excel with help from PHA’s resident services programs, CEO Jeremiah recognized Kesha Blue, a mother of two teenagers, who was laid off from her job, but through the PHA job bank was selected to be a Clerical Assistant with one of PHA’s contractors, Dale Corp. While not able to attend today’s meeting, she indicated that she is proud to work for Dale and is improving her administrative skills, learning management skills, and appreciates PHA’s role in her job search.

As part of PHA’s employee recognition program, Joanne Strauss introduced the winner for February Employee of the Month, James French, Maintenance Manager from West Park Apartments, was applauded and presented with a check for \$250.00 and a certificate.

The Chair then inquired whether there were any corrections or amendments to the minutes of the Board meeting of January 15, 2014. Hearing none, the minutes were accepted as submitted.

Eight resolutions were presented, all of which were unanimously approved.

The first resolution was **Resolution 11759**, for which Commissioner Camarda announced that she would recuse herself due to a possible conflict, as she is on the Board of Directors for Esperanza, Inc., and the Commissioner left the room. Thereafter, Resolution 11759, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President - Supply Chain Management (“EVP-SCM”), to authorize PHA to contract with Esperanza, Inc. and New Kensington CDC, Inc. for homeownership financial counseling services, in a total aggregate amount for both contracts, if

all options are exercised, not to exceed two hundred ten thousand dollars (\$210,000.00). Commissioner Coney, as Chair of the Resident Services Committee that reviewed the resolution, moved for its approval. The motion was seconded and Commissioner Coney noted that the Resident Services Committee recommended approval of the resolution. Following the opportunity for public comment, of which there was none, and there being no further discussion, the resolution was unanimously approved. After that time, Commissioner Camarda returned to participate in the meeting.

Resolution 11760, attached in Appendix 1, was presented by Erik L. Soliván , Vice President - Office of Policy, Research and Enterprise Planning, to authorize PHA to enter into an MOU, for the establishment of an after-school program to serve youth at Norris Apartments, to be administered by Temple University College of Education in collaboration with the Norris Community Resident Council, Inc. Under the MOU, PHA will provide a total amount not to exceed one hundred sixty thousand dollars (\$160,000.00). Commissioner Coney, as Chair of the Resident Services Committee that reviewed the resolution, moved for its approval. The motion was seconded and Commissioner Coney noted that the Resident Services Committee recommended approval of the resolution. Following the opportunity for public comment, of which there was none, and there being no further discussion, the resolution was unanimously approved.

Resolution 11761, attached in Appendix 1, was presented by Michael Johns, Senior Executive Vice President - Capital Projects and Development, to authorize PHA to execute and submit a Rental Assistance Demonstration Program application for the Norris Apartments and authorize the President & CEO or his authorized designee(s) to implement that application, including complying with and executing all agreements required by PIH Notice 2012-32 (Revision 1). Vice-Chair Wetzel, as Chair of the Policy and Planning Committee that reviewed the resolution, moved for its approval. The motion was seconded and Vice-Chair Wetzel noted that the reviewing Committee recommended approval of the resolution. Following the opportunity for public comment, of which there was none, and there being no further discussion, the resolution was unanimously approved.

Resolution 11762 attached in Appendix 1, was presented by Michael Johns, Senior Executive Vice President - Capital Projects and Development, to authorize PHA to submit a disposition application for two properties, at 5176 and 5178 Viola Street, and to convey such properties if approved to do so by HUD, at nominal consideration, to Community Ventures or its affiliates ("Developer"). Vice-Chair Wetzel, as Chair of the Policy and Planning Committee that reviewed the resolution, moved for its approval. The motion was seconded and Vice-Chair Wetzel noted that the reviewing Committee recommended approval of the resolution. Following the opportunity for public comment, of which there was none, and there being no further discussion, the resolution was unanimously approved.

Resolution 11763 attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Allied Construction for construction management services for insulation at Johnson Homes, with the total amount of the contract not to exceed five hundred forty-eight thousand three hundred thirty-nine dollars (\$548,339.00). Vice-Chair Wetzel, as a member of the Finance Committee that reviewed the resolution, moved for its approval. The motion was seconded and Vice-Chair Wetzel noted that the reviewing Committee recommended approval of the resolution. Following the opportunity for public comment, of which there was none, and there being no further discussion, the resolution was unanimously approved.

Resolution 11764 attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to continue to enter into contracts under state and federal cooperative purchasing agreements and other programs, for a one-year period, with a not-to-exceed amount of twenty-four million twenty

thousand dollars (\$24,020,000.00). Vice-Chair Wetzel, as a member of the Finance Committee that reviewed the resolution, moved for its approval. The motion was seconded and Vice-Chair Wetzel noted that the reviewing Committee recommended approval of the resolution. Following the opportunity for public comment, of which there was none, and there being no further discussion, the resolution was unanimously approved.

Resolution 11765 attached in Appendix 1, was presented by Clare Ann Fitzgerald, Deputy General Counsel – Office of General Counsel, to authorize PHA to execute various insurance contracts based on insurance quotations procured by Conner Strong & Buckelew under its existing contract with PHA, in a total amount not to exceed four million one hundred eighty thousand thirty-five dollars (\$4,180,035.00). Vice-Chair Wetzel, as a member of the Finance Committee that reviewed the resolution, moved for its approval. The motion was seconded and Vice-Chair Wetzel noted that the reviewing Committee recommended approval of the resolution. Following the opportunity for public comment, of which there was none, and there being no further discussion, the resolution was unanimously approved.

Resolution 11766 attached in Appendix 1, was presented by Keith Daviston, Senior Executive Vice President - Finance/Chief Financial Officer, to authorize the adoption of the Philadelphia Housing Authority's FY 2016 Operating and Capital Budgets. The FY 2016 Operating and Capital Budgets project revenues at \$396,330,239.00 and expenditures at \$396,330,239.00, so that the budget is balanced. Vice-Chair Wetzel, as a member of the Finance Committee that reviewed the resolution, moved for its approval. The motion was seconded and Vice-Chair Wetzel noted that the reviewing Committee recommended approval of the resolution. Following discussion and the opportunity for public comment, of which there was none, the resolution was unanimously approved.

The public comment period was then held, beginning at 4 p.m., after which the Chair adjourned the meeting at approximately 4:45 p.m.

A sign-up sheet with the names of members of the public who spoke in the general comment period, with a designation of the topic, is attached as Appendix 2.

Respectfully submitted,



Barbara Adams
Secretary
Philadelphia Housing Authority

APPENDIX 1

**THE PHILADELPHIA HOUSING AUTHORITY
MEETING OF THE BOARD OF COMMISSIONERS
12 S. 23rd St.
PHILADELPHIA, PA 19103
THURSDAY, FEBRUARY 19, 2015, at 3 p.m.
AGENDA**

- A. Call to Order** Lynette M. Brown-Sow, Chair of the Board of Commissioners
The Philadelphia Housing Authority Board of Commissioners
- B. Remarks** Lynette M. Brown-Sow, Chair of the Board of Commissioners
Kelvin A. Jeremiah, President & CEO
- C. Approval of Minutes** of the Board Meeting held January 15, 2015, as distributed.
- D. New Business**
- 1. RESOLUTION AUTHORIZING CONTRACTS WITH ESPERANZA, INC. AND NEW KENSINGTON CDC, INC. FOR HOMEOWNERSHIP FINANCIAL COUNSELING SERVICES**

(Dave Walsh)
 - 2. RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH TEMPLE UNIVERSITY COLLEGE OF EDUCATION AND NORRIS COMMUNITY RESIDENT COUNCIL, INC.**

(Erik Soliván)
 - 3. RESOLUTION AUTHORIZING SUBMISSION OF A RENTAL ASSISTANCE DEMONSTRATION PROGRAM APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND EXECUTION OF REQUIRED DOCUMENTS**

(Michael Johns)
 - 4. RESOLUTION AUTHORIZING SUBMISSION OF A DISPOSITION APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT TO CONVEY PROPERTIES AT 5176 AND 5178 VIOLA STREET TO COMMUNITY VENTURES, OR ITS AFFILIATES, AT NOMINAL VALUE FOR THE MIXED USE DEVELOPMENT OF COMMERCIAL/AFFORDABLE RENTAL HOUSING UNITS**

(Michael Johns)

5. RESOLUTION AUTHORIZING A CONTRACT WITH ALLIED CONSTRUCTION FOR CONSTRUCTION MANAGEMENT SERVICES FOR JOHNSON HOMES INSULATION

(Dave Walsh)

6. RESOLUTION AUTHORIZING CONTRACTING UNDER FEDERAL AND STATE COOPERATIVE PURCHASING AND SIMILAR PROGRAMS

(Dave Walsh)

7. RESOLUTION AUTHORIZING INSURANCE CONTRACTS WITH VARIOUS INSURERS FOR A NUMBER OF TYPES OF INSURANCE

(Clare Ann Fitzgerald)

8. RESOLUTION APPROVING THE FISCAL YEAR (FY) 2016 OPERATING AND CAPITAL BUDGETS

(Keith Daviston)

E. Public Comment Period

RESOLUTION NO. 11759

RESOLUTION AUTHORIZING CONTRACTS WITH ESPERANZA, INC. AND NEW KENSINGTON CDC, INC. FOR HOMEOWNERSHIP FINANCIAL COUNSELING SERVICES

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for homeownership financial counseling 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 mailed to the appropriate companies on PHA's Outreach List and distributed to those who responded to the invitation through the publications; and

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

WHEREAS, it is recommended that contracts be awarded to Esperanza, Inc. and New Kensington CDC, Inc.; and

WHEREAS, work is to be assigned among the two (2) awardees at the discretion of the Contracting Officer, based on need, performance and other legitimate business factors, and may be altered at any time during the course of this contract; and

WHEREAS, the aggregate total to be spent under the two contracts with the two (2) awardees shall not exceed two hundred ten thousand dollars (\$210,000.00), with a two-year base period and three one-year option periods, as follows:

- 1) The aggregate not-to-exceed amount for the two-year base period is eighty-four thousand dollars (\$84,000.00); and
- 2) The aggregate not-to exceed amount for the first one-year option period is forty-two thousand dollars (\$42,000.00); and
- 3) The aggregate not-to-exceed amount for the second one-year option period is forty-two thousand dollars (\$42,000.00); and
- 4) The aggregate not-to-exceed amount for the third one-year option period is forty-two thousand dollars (\$42,000.00);

BE IT RESOLVED, that the President & CEO or his authorized designee is hereby authorized to conclude and execute contracts with Esperanza, Inc. and New Kensington CDC, Inc. for a total aggregate amount not to exceed two hundred ten thousand dollars (\$210,000.00), 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.

CONTRACT AMOUNT:

Aggregate up to \$84,000.00 (Two-Year Base Period)

DATES

02-28-2015 – 02-27-2017

I hereby certify that this was
APPROVED BY THE BOARD ON 2/19/15
Barbara Adams, General Counsel
ATTORNEY FOR PHA

RESOLUTION NO. 11760

RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH TEMPLE UNIVERSITY COLLEGE OF EDUCATION AND NORRIS COMMUNITY RESIDENT COUNCIL, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") seeks to empower and support residents in their pursuit of opportunities toward self-sufficiency by providing educational programming; and

WHEREAS, the Norris Community Resident Council, Inc. ("NCRC"), which is a 501(c)(3) non-profit corporation and the duly-elected representative body of PHA's Norris Apartments, wishes to have after-school programming available at its location for PHA residents; and

WHEREAS, the College of Education is a department within Temple University, which is a public education and research institution that was founded in 1888 to provide post-secondary education and is located at 1801 North Board Street, Philadelphia, PA 19122; and

WHEREAS, Temple University College of Education ("TUCE") is an official partner with PHA and the City of Philadelphia for the execution of the Choice Neighborhoods Initiative Implementation Grant; and

WHEREAS, TUCE has agreed to collaborate with NCRC to provide after-school programming; and

WHEREAS, PHA wishes to fund TUCE and its partner, NCRC, for the administration of a one-year pilot after-school program to serve residents at Norris Apartments, whereby TUCE will be the Program Director and NCRC will be the Program Administrator, as set forth in the attached Memorandum of Understanding ("MOU");

BE IT RESOLVED, that PHA's President & CEO or his authorized designee is hereby authorized to conclude and to execute an MOU with Temple University College of Education and Norris Community Resident Council, Inc., in substantially the form attached hereto, for an amount not to exceed one hundred sixty thousand dollars (\$160,000.00) over a period not to exceed one (1) year, for the provision of after-school programming as defined in the MOU, subject to the availability of funds therefor, as set forth above.



I hereby certify that this was
APPROVED BY THE BOARD ON 2/19/15
Barbara Adams, General Counsel
ATTORNEY FOR PHA

ATTACHMENT TO FEBRUARY 19, 2015 RESOLUTION REGARDING MOU WITH TEMPLE AND NORRIS COMMUNITY RESIDENT COUNCIL, INC.

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN
TEMPLE UNIVERSITY COLLEGE OF EDUCATION, THE NORRIS COMMUNITY RESIDENT
COUNCIL, INC. AND THE PHILADELPHIA HOUSING AUTHORITY**

February __, 2015 – February __, 2016

This **MEMORANDUM of UNDERSTANDING** (hereafter "MOU"), entered into by and between Temple University College of Education (hereafter referred to as "TUCE" or "Temple"), the Philadelphia Housing Authority (hereafter "PHA"), and the Norris Community Resident Council, Inc. (hereafter "NCRC"), effective the ____ day of _____ 2015 **WITNESSETH:**

WHEREAS, PHA is a public body, corporate and politic, organized and existing as a public housing authority in accordance with the Housing Authorities Law of 1937, which appears at Title 35, §§1541 *et seq.*, of the Pennsylvania Statutes; and

WHEREAS, TUCE is a department within Temple University and Temple University is a public education and research institution, under Act 188 of November 12, 1982; was founded in 1888 to provide post-secondary education; and is located at 1801 North Board Street, Philadelphia, PA 19122; and

WHEREAS, NCRC is a non-profit corporation serving the residents of PHA's Norris Apartments, public housing development, which service currently includes providing an after-school program for residents; and

WHEREAS, the mission of PHA is to provide safe, decent, and sanitary housing for persons of low income, in accordance with the United States Housing Act of 1937, as amended, which appears at Title 42, §§1437 *et seq.*, United States Code, and the Pennsylvania Housing Authorities Law of 1937; and

WHEREAS, the mission of Temple University is to be a national center of excellence in teaching and research with an international presence, and TUCE's mission is to empower children and their communities through education, by serving our surrounding neighborhoods, the City of Philadelphia, schools and school districts across the region and the nation; and

WHEREAS, PHA and TUCE are partners in the U.S. Department of Housing and Urban Development - North Central Philadelphia - Choice Neighborhoods Initiative Implementation Grant ("North Central Choice Neighborhoods Grant"), which includes PHA's Norris Apartments, and share an interest in collaborating to support the after-school program that is currently administered by NCRC; and

WHEREAS, in furtherance of mutual objectives under the North Central Choice Neighborhoods Grant, PHA and TUCE agree to collaborate and provide personnel training, curriculum, oversight, support and resources to NCRC for the administration of the after-school program that will meet the education objectives of PHA's after-school programming and the North Central Philadelphia Choice Neighborhoods Grant and NCRC agrees to serve as the Program Administrator for the after-school program;

NOW THEREFORE, based upon the mutual promises, covenants, and conditions set forth herein, and agreeing to be bound hereby, TUCE and PHA agree and commit to work closely on the following initiatives:

AGREEMENT

1. **INCORPORATION:** The background set forth herein above is specifically made part of this MOU and Attachment A as referenced herein shall be incorporated by reference into this agreement.
2. **SIGNATORIES:** PHA, TUCE and NCRC are the signatories to this MOU.
3. **FUNDING:** Funding for the activities described below shall come from PHA and be provided to TUCE, as Program Director, according to the budget detailed in Attachment A for a total amount not to exceed one hundred sixty thousand dollars (\$160,000.00) over a one year period.

4. ACTIVITIES:

A. After-School Program at Norris Community Center:

- i. PHA, TUCE and NCRC shall collaborate on the administration of an after-school program at the Norris Apartments Community Center for youth ages five (5) to sixteen (16).
- ii. TUCE shall serve as the Program Director and NCRC as the Program Administrator.
- iii. TUCE agrees to maintain a minimum total daily attendance of no less than 25 youth and no more than 40 youth, as evidenced by daily sign-in sheets in the after school program.
- iv. TUCE shall be the Program Director of the after-school program and shall be responsible for: 1) training the Program Administrator and Support Staff; 2) ensuring that all personnel have at least all the clearances and certifications required by law for the administration of a youth after-school program, as well as any required by PHA's insurer, and providing verification of the same to PHA; 3) selecting a curriculum that is consistent with and will achieve the education objectives of PHA's After-School Program and those objectives detailed in the North Central Philadelphia Choice Neighborhoods Initiative Implementation Grant; 4) tracking the performance of each student; 5) providing program oversight; and 6) reporting on the educational outcomes of the after-school program participants. The Program Director will be compensated according to the budget detailed in Attachment A to this MOU.
- v. NCRC shall be the Program Administrator and shall be responsible for: 1) all aspects of the daily administration of the after-school program including but not limited to opening and closing the Community Center and organization of activities, in accordance with expectations set forth by the Program Director; 2) ensuring that all attendees sign-in on a daily basis; and 3) obtaining PHA's written approval prior to entering into any agreements that involve expenditure of funds under this MOU. The Program Administrator will be compensated according to the budget detailed in Attachment A to this MOU.
- vi. TUCE shall provide quarterly reports regarding the finances, administration, daily student participation, and educational outcomes of the program to PHA during the period of this agreement.
- vii. PHA, TUCE and NCRC agree to incorporate by reference the Education Strategy & Expected Outcomes as detailed in Exhibit H of the North Central Choice Neighborhood Initiative Implementation Grant Application - as approved by the U.S. Department of Housing and Urban Development - and agree to accept these outcomes as the performance goals for the after-school program described herein.

B. Collaborative Grant Writing

PHA and TUCE shall work closely to identify, and where appropriate, submit collaborative grants together, especially those related, but not limited to, the expansion of services for residents of the North Central Choice Neighborhoods Community, the development of data methodology, data collection and analysis of PHA data as well as research grants where appropriate.

5. **AMENDMENTS.** This MOU may be amended by the President and Chief Executive Officer of PHA and the Dean of TUCE in writing signed by both parties, contingent upon review and signature by TU legal counsel and PHA legal counsel. No oral representation, warranty, condition, or agreement of any kind or nature whatsoever shall be binding upon the parties hereto unless incorporated in this agreement in the form of an amendment.
6. **SEVERABILITY.** The invalidity or unenforceability of any one or more provisions of this MOU shall not affect the validity or enforceability of the remaining portions of this MOU, unless the invalidity or unenforceability would substantially deprive a party of the benefits of this MOU.
7. **DISSOLUTION.** Either PHA or TUCE may terminate this MOU by giving thirty (30) days' notice in writing, unless a shorter period of notice is mutually agreeable.
8. **RECIPROCAL HOLD HARMLESS CLAUSE.** Each party to this MOU shall hold the other harmless from, and indemnify each other against, any and all third-party claims, demands and actions based upon or arising out of any activities performed by either party and its employees and agents, and shall, at the request of either party, defend any and all actions brought against either party based upon any such claims or demands.
9. **TERM AND REVIEW OF MOU.**
 - A. The initial term of this MOU will be from February____, 2015 to the ending date of February____, 2016.
 - B. The parties may agree in writing to extend the term of this MOU and revise or amend the services outlined herein for up to two (2) additional one (1) year terms.
 - C. If the MOU expires and is not renewed, the affiliation between the parties will be dissolved and the dissolution procedures set forth in Section 7 of this MOU shall take effect.
10. **NOTICE.** Any notice required to be given hereunder shall be made by U.S. Registered Mail, return receipt requested, postage pre-paid, and shall be deemed to have been received on the date noted on the receipt returned to sender. Any such notice shall be addressed as follows:

Temple University:
1801 North Board Street
Philadelphia, PA 19122

Philadelphia Housing Authority:
12 S. 23rd Street
Philadelphia, PA 19103

Norris Community Resident Council, Inc.
1934 North 10th Street,
Philadelphia, PA 19122

11. **CHOICE OF LAW.** This MOU is executed pursuant to and shall be construed under the laws of the Commonwealth of Pennsylvania. In the event that a dispute arises under this MOU that cannot be resolved by the parties, jurisdiction shall rest with a Pennsylvania tribunal of competent jurisdiction.
12. **CONFIDENTIALITY.** As part of this MOU, PHA, TUCE and NCRC may share data containing certain information including, but not limited to, information about staff, resident population, initiatives, business, operations, litigation, properties, financial condition, plans, intellectual property, trade secrets, technologies, processes, business relationships, and/or vendors. All such

information furnished, whether oral, written, or recorded/electronic, and regardless of the manner in which it is furnished, is referred to in this MOU as "Confidential Information." The term "Confidential Information" shall also include all reports, summaries, compilations, analyses, notes, or other information prepared by the either party or its representatives that are based on, contain, or reflect any Confidential Information. Unless otherwise agreed upon in writing, the parties agree (a) to keep all Confidential Information confidential and not to disclose or reveal any Confidential Information to any person, and (b) not to disclose to any person any information about the MOU or any other facts relating thereto, or the fact that Confidential Information has been made available to either parties' representatives, in each case other than to those of its representatives who are actively and directly participating in, or otherwise need to know for purposes of performing, the MOU.

The parties agree to take the same steps to safeguard and protect the confidentiality of the Confidential Information as it would take with respect to its own confidential information. Each party will cause its representatives to observe the terms of this article of the MOU and will be responsible for any breach of its terms by its representatives.

The parties agree that they will use the Confidential Information only for purposes of performing the MOU.

In the event that any party to this MOU is requested pursuant to, or required by, applicable law, regulation, or legal process to disclose any Confidential Information, that party will provide all other parties with prompt notice of such request or requirement.

Upon completion of the MOU, each party will promptly destroy (and confirm such destruction in writing) or deliver to the other parties all requested Confidential Information of the other party, including all copies, reproductions, summaries, compilations, third party analyses, or extracts thereof or based thereon in its possession or in the possession of any representative thereof except for (i) any electronic copies of Confidential Information that were created pursuant to such party's standard electronic and archival procedures and (ii) any Confidential Information that is required to defend or maintain any litigation related to this MOU. Subject to the exception in the previous sentence, all Confidential Information not requested and delivered will be archived or destroyed in such a way as to protect all confidentiality.

THIS SPACE LEFT INTENTIONALLY BLANK

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed by their respective officers on the date and year as set forth below, with the effective date as evidenced on the first page of this MOU.

**Temple University of the
Commonwealth System of Higher Education**

Philadelphia Housing Authority

Kenneth Kaiser
Vice Pres., CFO & Treasurer

Kelvin A. Jeremiah
President and Chief Executive Officer

Date

Date

Norris Community Resident Council, Incorporated

Donna Richardson
President

Date

**ATTACHMENT A- MOU – Temple University/Philadelphia Housing Authority
Norris Community Resident Council, Inc.**

Period	2/1/2015 – 1/31/2016				
Total Program Budget				\$160,000	
Expenditure Detail					
Temple University – College of Education				\$49,491	
	Name	Pay/Type	Total	% of Budget	
Program Direction & Research Professor	James Davis	Flat Rate	\$ 5,000	3%	
Research Assistant	TBN	Hourly Rate	\$ 7,920	5%	
Temple College of Education – Student Tutors	TBN	Honoraria	\$ 1,500	1%	
Total Personnel			\$14,420	9%	
Student Programming			Total	% of Budget	
Curriculum/Packaged Programs/Supplemental			\$ 8,000	5%	
Training & Instructional Materials			\$ 4,000	3%	
Program/Operational Supplies/Materials			\$ 2,200	1%	
Technology/Data Collection/Evaluation			\$ 2,000	1%	
Student Travel/Entry Fees Museums, Zoo/Bus, Token			\$ 3,500	2%	
Total Student Programming			\$19,700	12%	
Temple University/Administrative Fees			\$15,371	10%	
Total – Temple University – College of Education			\$ 49,491	31%	
Norris Community Resident Council, Incorporated			\$110,500		
	Name	Pay/Type	Total	% of Budget	
Program Administrator		Part-Time Hourly Rate (\$34/hr.)	\$ 37,400	23%	
Support Staff		Part-Time Hourly Rate (\$12/hr.)	\$ 13,200	8%	
Support Staff		Part-Time Hourly Rate (\$12/hr.)	\$ 13,200	8%	
Support Staff		Part-Time Hourly Rate (\$12/hr.)	\$ 13,200	8%	
Total Personnel			\$77,000	48%	
Student Programming					
STEM Program			\$ 4,000	3%	
Contract Administration		Consultant & Administration Costs	\$29,500	18%	
Total – Norris Community Resident Council, Incorporated			\$110,500	69%	
Total Program Expenditures			\$159,991		

RESOLUTION NO. 11761

RESOLUTION AUTHORIZING SUBMISSION OF A RENTAL ASSISTANCE DEMONSTRATION PROGRAM APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND REQUIRED DOCUMENTS

WHEREAS, the Board approved Resolution No. 11638 at the August 15, 2013 Board of Commissioners meeting, which authorized the Philadelphia Housing Authority ("PHA") to take all necessary steps to submit a Choice Neighborhood Implementation Grant ("CNI Grant") as a co-applicant, with the City of Philadelphia ("City") as the lead applicant, to the U.S. Department of Housing and Urban Development ("HUD"), in connection with the plan for the revitalization of the Norris Apartments conventional site and the North Central Philadelphia Community; and

WHEREAS, PHA and the City submitted a joint CNI Grant, which included a Rental Assistance Demonstration Program ("RAD") application for the 147 Norris Apartments; and

WHEREAS, HUD awarded PHA and the City a CNI Grant and a RAD reservation; and

WHEREAS, the housing development under the CNI Grant has multiple phases of construction over several years and the RAD regulations require PHA to submit its final RAD housing phase to HUD by July 30, 2015; and

WHEREAS, the Consolidated and Further Continuing Appropriations Act of 2015 increased the RAD authorization from 60,000 units to 185,000 units and extended the deadline to July 30, 2018 for submission of any RAD housing phase; and

WHEREAS, to maximize the RAD units developed under the CNI Grant, HUD suggested that PHA withdraw its current RAD reservation and apply for a RAD reservation under the 2015 expanded RAD authorization, which would permit a multiphase development; and

WHEREAS, PHA conducted a public meeting with residents of Norris Apartments on February 13, 2015 and will hold a second meeting on February 25, 2015, prior to submitting the RAD application; and

WHEREAS, HUD requires that the Board Approval Form, as made available to the Board of Commissioners, be approved by the PHA Board of Commissioners;

BE IT RESOLVED that the PHA Board of Commissioners authorizes the President & CEO or his authorized designee(s) to execute a RAD Application for Norris Apartments, which application and Board Approval Form will be made available to the Board, to certify and comply with all requirements of the program and PIH Notice 2012-32 (Revision 1), and to take all necessary actions related to the submission to HUD of the documents referenced herein.

I hereby certify that this was
APPROVED BY THE BOARD ON 2/19/15
Barbara Adams, General Counsel
ATTORNEY FOR PHA

RESOLUTION NO. 11762

RESOLUTION AUTHORIZING SUBMISSION OF A DISPOSITION APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT TO CONVEY PROPERTIES AT 5176 AND 5178 VIOLA STREET TO COMMUNITY VENTURES, OR ITS AFFILIATES, AT NOMINAL VALUE, FOR THE MIXED USE DEVELOPMENT OF COMMERCIAL/AFFORDABLE RENTAL HOUSING UNITS

WHEREAS, the Philadelphia Housing Authority ("PHA") is the owner of the properties located at 5176 and 5178 Viola Street (the "Properties"); and

WHEREAS, PHA has obtained approval from the U.S. Department of Housing and Urban Development ("HUD") to dispose of 5178 Viola Street at fair market value and does not currently have authority from HUD to dispose of 5176 Viola Street; and

WHEREAS, PHA is seeking HUD approval to dispose of the Properties at nominal consideration to Community Ventures or its affiliates; and

WHEREAS, Community Ventures (the "Developer") is proposing to develop 52 dwelling units of newly constructed affordable rental housing, as well as 7,633 square feet of commercial space (the "Centennial Village Project"); and

WHEREAS, the Developer received an award of 9% low income housing tax credits in the 2014 award cycle for the Centennial Village Project and in September, 2014, PHA awarded 23 unit (project) based vouchers to this project; and

WHEREAS, the Developer has agreed to provide employment and business opportunities, in accordance with Section 3 regulations, to eligible PHA residents; and

WHEREAS, the Developer would acquire the Properties at nominal consideration and is required to pay all settlement costs associated with the disposition; and

WHEREAS, the disposition of the Properties, as set forth above, is in the best interests of PHA, its residents, and the City of Philadelphia; and

WHEREAS, in connection with disposition activities, PHA is required to comply with certain provisions of the US Housing Act of 1937, the National Historic Preservation Act of 1966, the National Environmental Policy Act of 1969, the Quality Housing and Work Responsibility Act of 1998, related laws and regulations as set forth in 24 CFR Part 970 governing the sale and disposition of real property by a public housing authority, and all other applicable statutes, laws and regulations;

BE IT RESOLVED, that the President & CEO or his authorized designee is hereby authorized to submit a Disposition Application to the U.S. Department of Housing and Urban Development to transfer the properties at 5176 and 5178 Viola Street, Philadelphia, PA, at nominal value to Community Ventures or its affiliates, and to take all necessary actions to carry out the provisions of this resolution, in compliance with all applicable statutes, laws and regulations.



I hereby certify that this was
APPROVED BY THE BOARD ON 2/19/15
Barbara Adams, General Counsel
ATTORNEY FOR PHA

RESOLUTION NO. 11763

**RESOLUTION AUTHORIZING A CONTRACT WITH ALLIED CONSTRUCTION FOR
CONSTRUCTION MANAGEMENT SERVICES FOR JOHNSON HOMES INSULATION**

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for construction management services for insulation, to include heating and domestic water piping, at Johnson Homes; and

WHEREAS, a Request for Proposal was developed for the selection of a company from PHA's contracted vendors under the Small Construction Management Contract, as approved by Resolution No. 11698, on April 17, 2014, to address fulfilling this need, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was mailed to the appropriate companies; 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, it is recommended that a contract be awarded to Allied Construction; and

WHEREAS, it is further recommended that the contract be for a total amount not to exceed five hundred forty-eight thousand three hundred thirty-nine dollars (\$548,339.00);

BE IT RESOLVED, that the President & CEO or his authorized designee is hereby authorized to conclude and execute a contract with Allied Construction, in a total contract amount not to exceed five hundred forty-eight thousand three hundred thirty-nine dollars (\$548,339.00), subject to availability of funds therefor, 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 2/19/15
Barbara Adams, General Counsel
ATTORNEY FOR PHA

RESOLUTION NO. 11764

RESOLUTION AUTHORIZING CONTRACTING UNDER FEDERAL AND STATE COOPERATIVE PURCHASING AND SIMILAR PROGRAMS

WHEREAS, the Philadelphia Housing Authority ("PHA") has passed five resolutions since November of 2010 that have continuously allowed PHA to benefit by entering into contracts with various governmental and private entities for the full range of goods and services available under Federal and State Cooperative purchasing and similar programs, in aggregate amounts ranging from approximately thirty million dollars (\$30,000,000.00) to twenty million dollars (\$20,000,000.00): Resolution No. 11414, approved on November 18, 2010; Resolution No. 11484, approved on September 29, 2011; Resolution No. 11529, approved on April 26, 2012; Resolution No. 11582, approved on January 25, 2013; and Resolution No. 11680, approved on February 20, 2014; and

WHEREAS, as noted in those resolutions, under certain circumstances, PHA is allowed to acquire and lease goods and services using the Federal Supply Schedules maintained by the U.S. General Services Administration ("GSA"), which are also referred to as the "GSA Schedules" and Multiple Award Schedules ("MAS"), and to acquire and lease goods and services using the Commonwealth of Pennsylvania's cooperative purchasing program administered by the Department of General Services (DGS) Bureau of Procurement, which is also referred to as "COSTARS"; and

WHEREAS, such Federal and State cooperative purchasing and similar programs offer competitively obtained and standardized prices, terms and conditions, and enable acquisitions to be effected on a streamlined basis; and

WHEREAS, pursuant to the regulations of the U.S. Department of Housing and Development applicable to procurement by public housing authorities (24 C.F.R. § 85.36(b)(5)), public housing authorities are "encouraged to enter into State and local intergovernmental agreements for procurement or use of common goods and services," in order to "foster greater economy and efficiency;" and

WHEREAS, pursuant to the Pennsylvania Commonwealth Procurement Code, Act 57 of 1998, as amended, PHA is authorized to engage in cooperative purchasing with the Commonwealth of Pennsylvania through the use of statewide contracts and the COSTARS system maintained by the Pennsylvania Department of General Services; and

WHEREAS, pursuant to Board Resolution No. 11680, adopted on February 20, 2014, PHA's Board authorized the Contracting Officer, for a one-year period, to enter into purchasing contracts with governmental and private entities for the purchase of goods and services under such Federal and State cooperative purchase agreements, for terms not-to-exceed five (5) years and in an aggregate annual amount not to exceed twenty-two million one hundred fifty thousand dollars (\$22,150,000.00); and

WHEREAS, it would be in the best interest of PHA to continue the authorization for entering into contracts, for terms not-to-exceed five (5) years, under the Federal and State cooperative purchasing and similar programs, for another one-year period, from March 31, 2015 through March 31, 2016, in a total aggregate annual amount not to exceed twenty-four million twenty thousand dollars (\$24,020,000.00); and

WHEREAS, it would also be appropriate and a best practice, in terms of transparency and accountability, to provide a quarterly report to the Board of Commissioners as to all contracts entered into pursuant to this resolution where the base contract amount or any option exceeds one hundred thousand dollars (\$100,000.00); and

WHEREAS, this Resolution is intended to provide the requisite pre-approval for such contracting under Control Policy and Procedure #10;

BE IT RESOLVED, that the President & CEO or his authorized designee is authorized to take all actions necessary to enter into contracts, for terms not-to-exceed five (5) years, under the Federal and State cooperative purchasing and similar programs, during a one-year period, from March 31, 2015 through March 31, 2016, in a total aggregate amount not to exceed twenty-four million twenty thousand dollars (\$24,020,000.00), subject to the availability of funds therefor, and PHA shall provide a quarterly report to the Board of Directors as to all contracts entered into pursuant to this resolution where the base contract amount or any option exceeds one hundred thousand dollars (\$100,000.00).



I hereby certify that this was
APPROVED BY THE BOARD ON 2/19/15
Barbara Adams, General Counsel
ATTORNEY FOR PHA

RESOLUTION NO. 11765

**RESOLUTION AUTHORIZING INSURANCE CONTRACTS WITH VARIOUS INSURERS
FOR A NUMBER OF TYPES OF INSURANCE**

WHEREAS, the Philadelphia Housing Authority ("PHA") has a continuing need for General Liability insurance; Public Officials & Employment Practices insurance; Law Enforcement Liability insurance; Employee Benefits Liability insurance; Property insurance; Boiler & Machinery insurance; Fidelity & Crime insurance; Fiduciary Liability insurance; Automobile Liability insurance; Automobile Physical Damage Insurance; Environmental Liability insurance; Mold Liability insurance; and Pesticide Liability insurance; and

WHEREAS, PHA entered into a contract with Conner Strong & Buckelew ("Conner Strong") on July 15, 2014, for the provision of qualified professional insurance brokerage and consulting services; and

WHEREAS, at PHA's request, Conner Strong has provided insurance quotations from various insurers; and

WHEREAS, based on Conner Strong's recommendations, PHA reviewed and selected the policies and actions set forth on the attachment to this resolution, as providing appropriate coverage and being in the best interest of PHA; and

WHEREAS, PHA has made a decision to resume insuring against mold and pesticide exposures after receiving competitively priced premium quotations; and

WHEREAS, each insurance policy has a deductible and PHA is required to pay up to the amount of the deductible for each claim on the policy and such deductible payments are not included in the premium amounts set forth herein; and

WHEREAS, it is recommended that insurance (including coverage for mold and pesticide claims which had been previously self-insured), as set forth on the attachment to this resolution, be acquired in a total premium amount not to exceed four million one hundred eighty thousand thirty-five dollars (\$4,180,035.00);

BE IT RESOLVED, that the President & CEO or his authorized designee is hereby authorized to execute insurance contracts with various insurers as procured by Conner Strong for General Liability insurance; Public Officials & Employment Practices insurance; Law Enforcement Liability insurance; Employee Benefits Liability insurance; Property insurance; Boiler & Machinery insurance; Fidelity & Crime insurance; Fiduciary Liability insurance; Automobile Liability insurance; Automobile Physical Damage Insurance; Environmental Liability insurance; Mold Liability insurance; and Pesticide Liability insurance, as set forth in the attachment to this resolution, in a total amount not to exceed four million one hundred eighty thousand thirty-five dollars (\$4,180,035.00), and to expend any amounts required to be paid as deductibles and fees under the policies, subject to availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts.

I hereby certify that this was
APPROVED BY THE BOARD ON 2/19/15
Barbara Adams General Counsel
ATTORNEY FOR PHA

ATTACHMENT TO FEBRUARY 19, 2015 RESOLUTION REGARDING INSURANCE CONTRACTS

<u>COVERAGE</u>	<u>INSURER</u>	<u>LIMIT</u>	<u>DEDUCTIBLE</u>	<u>PREMIUM</u>
Commercial Property	HARRG	\$100,000,000	\$50,000	\$1,659,798
Boiler & Machinery	Travelers	\$50,000,000	\$10,000	\$32,866
General Liability	HARRG	\$15,000,000	\$50,000	\$877,800
Mold	HARRG	\$500,000	\$50,000	\$59,403
Pesticide	HARRG	\$1,000,000	\$25,000	\$4,467
Public Officials	HARRG	\$2,000,000	\$50,000	\$199,444
Employment Practices	HARRG	\$2,000,000	\$50,000	\$594,613
Law Enforcement Liability	HARRG	\$1,000,000	\$25,000	\$47,137
Employees Benefits Liability	HARRG	\$1,000,000	\$25,000	\$25,000
Fidelity & Crime	Travelers	\$1,000,000	\$50,000	\$20,598
Fiduciary	Euclid	\$15,000,000	\$25,000	\$46,563
Auto Liability	HARRG	\$2,000,000	\$0	\$399,250
Auto Physical Damage	Travelers	Actual Cash Value	\$1,000	\$135,329
Environmental	Crum & Forster	\$1,000,000	\$5,000	\$77,767

TOTAL INSURANCE PREMIUM: \$4,180,035.00

RESOLUTION NO. 11766

**RESOLUTION APPROVING THE FISCAL YEAR
(FY) 2016 OPERATING AND CAPITAL BUDGETS**

WHEREAS, the Philadelphia Housing Authority ("PHA") Board of Commissioners approved and adopted Resolution No.11525, dated April 26, 2012, which authorized the implementation of the PHA Budget Policies and Procedures Manual; and

WHEREAS, the PHA Budget Policies and Procedures Manual outlines the policies, procedures and practices required to produce the PHA's Annual Operating and Capital Budgets and to assure consistency, accuracy, and tracking of PHA's allocation of resources; and

WHEREAS, PHA has developed a balanced FY 2016 Operating and Capital Budget; and

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") requires a certification from the Chair of the Board of Commissioners as to the Board's approval of the budget; and

WHEREAS, PHA certifies that all statutory and regulatory requirements have been met; and the proposed budget expenditures are necessary in the efficient and economical operation of the housing programs and services provided for low-income residents;

BE IT RESOLVED that the PHA Board of Commissioners hereby approves the FY 2016 Operating and Capital Budgets, in substantially the form attached hereto, and authorizes the Chair of the Board of Commissioners to complete and submit to HUD any required certification as to Board approval of the budget, as well as the budget from FY 2015, as approved in Resolution No. 11672 on January 16, 2014.

I hereby certify that this was
APPROVED BY THE BOARD ON 2/19/15
Debra Adams, General Counsel
ATTORNEY FOR PHA

APPENDIX 2

**FEB. 19, 2015 SIGN-UP SHEET FOR THE
GENERAL PUBLIC COMMENT PERIOD
AT THE END OF THE BOARD MEETING
(3 minutes per person)**



Please **PRINT** your name and generally identify your topic:

1. Name: P. Stephens - Juma ✓
Maintenance Issue? Yes ___ No ___ Other (topic): Signage

2. Name: Vernell Tate
Maintenance Issue? Yes ___ No ___ Other (topic): ? heat
and Call Ctr/Radio Room
Communication issues

3. Name: ALLAN JOHNSON
Maintenance Issue? Yes No ___ Other (topic): _____

4. Name: Donna Richardson
Maintenance Issue? Yes No Other (topic): Thanks
for
MOU w/ Temple + for maintenance
help.

5. Name: Nicole Williamson
Maintenance Issue? Yes ___ No Other (topic): Thanks for
help at Norris

6. Name: CHESTER SKAZIJK

Maintenance Issue? Yes ___ No ___ Other (topic): POSTING AGENDA PRIOR TO THE VOTE. THE PHA POLICY OF PROPERTY MANAGERS BEING PROPERTY TAX DELINQUENTS

7. Name: Marilyn - from Clark's Roofing

Maintenance Issue? Yes ___ No ___ Other (topic): Appreciates company working w/ PHA

8. Name: L. Hanible

Maintenance Issue? Yes No ___ Other (topic): Personnel selection

9. Name: _____

Maintenance Issue? Yes ___ No ___ Other (topic): _____

10. Name: _____

Maintenance Issue? Yes ___ No ___ Other (topic): _____

11. Name: _____

Maintenance Issue? Yes ___ No ___ Other (topic): _____

12. Name: _____

Maintenance Issue? Yes ___ No ___ Other (topic): _____