



PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, July 20, 2017, 3 p.m., at 12 S. 23rd St., Philadelphia, PA 19103

The regularly-scheduled meeting of the Philadelphia Housing Authority (“PHA”) Board of Commissioners was brought to order at approximately 3:05 p.m. by the Chair, Lynette Brown-Sow. In addition to the Chair, Vice-Chair Wetzel and Commissioners Camarda, Coney, Danzy, and Wise were in attendance, as well as President & CEO Kelvin A. Jeremiah (“CEO Jeremiah”) and General Counsel, Laurence M. Redican.

The Chair began the meeting by requesting a moment of silence in preparation for the work to be accomplished at the meeting.

CEO Jeremiah reviewed the public comment procedure, wished Ms. Nellie Reynolds (in absentia) a happy birthday, then made the following announcements: 1) on June 21st, PHA broke ground at its new consolidated headquarters on Ridge Avenue in North Philadelphia; 2) next month, PHA have a ground-breaking for Norris Apartments Phase II; and 3) NAHRO has awarded PHA two Awards of Merit: one for PHA’s new Queen Lane development and one for the Norris Afterschool Program.

The resident selected for the Resident Spotlight this month was Nickole Mingo, who completed the Community Health Worker Program with Temple University with a 90% attendance rate and who is now working at Temple University Hospital in its medical group practice with Health Partners and Medicaid. Ms. Mingo was present and received a round of applause and a certificate.

CEO Jeremiah announced the upcoming national conference that is being hosted by PHA and PhillySEEDS, on August 17 – 20: “Opening Doors to Opportunities.” All are invited to attend; the conference will be held at the Sheraton Hotel in Center City and will include workshops as well as a gala and silent auction.

The Chair inquired whether there were any corrections or amendments to the minutes of the Board Meeting of June 15, 2017. Hearing none, the minutes were accepted as submitted.

Six resolutions were presented and unanimously approved.

Resolution 11946, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President of Supply Chain Management (“EVP-SCM”), to authorize PHA to contract with Lor-Mar Mechanical Services, Inc. for boiler and water heater preventive maintenance and repair services, in a total contract amount not to exceed four million three hundred eighty-nine thousand nine hundred sixty-six dollars (\$4,389,966.00). Commissioner Camarda, as a member of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Camarda noted that the committee met, reviewed 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 11947, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with AM Electric, Inc., Major Electric Systems, Inc., and Rainbow Electric LLC for electrical maintenance and repair services. The contract amount is not to exceed five million dollars (\$5,000,000.00). Commissioner Camarda, as a member of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Camarda noted that the committee met, reviewed 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 11948, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, PHA to contract with AAA School of Trucking, Inc. for commercial driver's license and forklift training for PHA residents. The contract amount is not to exceed one million four hundred twenty-five thousand dollars (\$1,425,000.00). Commissioner Coney, as the chair of the Resident Services Committee, moved for its approval. Following a second, she stated that the committee had reviewed the resolution and wanted it to go forward for Board approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11949, attached in Appendix 1, was presented by Jennifer Ragen, Director of Policy – Office of General Counsel, to authorize the President & CEO and/or his authorized designee(s) to request rescission from HUD of the disposition and demolition approvals for two units at 1614 N Marshall St., as those properties are occupied. Commissioner Wetzel, as Chair of the Policy & Planning Committee that reviewed the resolution, moved for its approval. After the motion was seconded, he noted that the committee had been reviewed the resolution and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11950, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize the President & CEO to approve awards to historic consultants under RFP #P-0047337 and to execute one or more contracts with the proposers subject to an aggregate amount not to exceed two hundred fifty thousand dollars (\$250,000.00). Further, within thirty (30) days of the award of any contract(s) under this resolution, PHA will provide the Board of Commissioners with a report, to include the amount of the contract, term, and awardee(s). Commissioner Wetzel, as the Chair of the Policy and Planning Committee that reviewed the resolution, moved for its approval. After the motion was seconded, he noted that the committee had reviewed the resolution, was well aware of the need for such consulting due to the many historic neighborhoods in Philadelphia, and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution 11951, attached in Appendix 1, was presented by Michael Johns, Executive Vice President - Planning and Design, to authorize submission of an application for funding to the U.S. Department of Housing and Urban Development, pursuant to the Choice Neighborhoods Planning Grant Program FY2017 Notice of Funding Availability that was published on June 28, 2017. Commissioner Wetzel, as the Chair of the Policy and Planning Committee to which the resolution was sent for review, moved for its approval. After the motion was seconded, he noted that the committee had been briefed on the matter, endorsed the submission, and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Before proceeding to the public comment period, CEO Jeremiah noted that PHA Police Department Chief Branville Bard would be leaving PHA for another position, and the Chief was given congratulations and kudos for the work that he has done at PHA.

The public comment period began at approximately 3:30 p.m., after which the Chair noted that the date for the next meeting will be September 14, 2017, and adjourned the meeting at approximately 3:45 p.m.

The sign-up sheet with the names of those who signed up to speak in the general comment period (no one signed up to speak on any resolutions), with a designation of the topic(s) addressed by the speaker(s), is attached as Appendix 2.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Laurence M. Redican".

Laurence M. Redican
General Counsel
Philadelphia Housing Authority

APPENDIX 1

THE PHILADELPHIA HOUSING AUTHORITY
MEETING OF THE BOARD OF COMMISSIONERS
12 S. 23rd St.

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PHILADELPHIA, PA 19103
THURSDAY, JULY 20, 2017, 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 June 15, 2017, as distributed.
- D. **New Business**
1. **RESOLUTION AUTHORIZING A CONTRACT FOR BOILER AND WATER HEATER PREVENTIVE MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES, INC.**

Dave Walsh
 2. **RESOLUTION AUTHORIZING CONTRACTS FOR ELECTRICAL MAINTENANCE AND REPAIR SERVICES WITH AM ELECTRIC, INC., MAJOR ELECTRIC SYSTEMS, INC., AND RAINBOW ELECTRIC LLC**

Dave Walsh
 3. **RESOLUTION AUTHORIZING A CONTRACT WITH AAA SCHOOL OF TRUCKING, INC. FOR COMMERCIAL DRIVER'S LICENSE AND FORKLIFT TRAINING FOR PHILADELPHIA HOUSING AUTHORITY RESIDENTS**

Dave Walsh
 4. **RESOLUTION AUTHORIZING A REQUEST TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR RESCISSION OF UNIT AND LAND DEMOLITION/DISPOSITION APPLICATIONS FOR TWO PROPERTIES AT 1614 N. MARSHALL ST.**

Dinesh Indala
 5. **RESOLUTION AUTHORIZING AWARDS OF CONTRACTS FOR HISTORIC CONSULTING UNDER REQUEST FOR PROPOSAL #P-004737**

Dave Walsh

6. RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR FUNDING PURSUANT TO THE FISCAL YEAR 2017 CHOICE NEIGHBORHOODS PLANNING GRANT PROGRAM NOTICE OF FUNDING AVAILABILITY

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E. Public Comment Period

RESOLUTION NO. 11946

**RESOLUTION AUTHORIZING A CONTRACT FOR BOILER AND WATER HEATER
PREVENTIVE
MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES, INC.**

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

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

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

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that a contract be awarded to Lor-Mar Mechanical Services, 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 four million three hundred eighty-nine thousand nine hundred sixty-six dollars (\$4,389,966.00) with a two- year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed amount for the two-year base period is one million seven hundred twenty-nine thousand four dollars (\$1,729,004.00);
- 2) The not-to exceed amount for the first one-year option period is eight hundred seventy-five thousand seven hundred thirty-seven dollars (\$875,737.00);
- 3) The not-to exceed amount for the second one-year option period is eight hundred eighty-six thousand eight hundred thirty-three dollars (\$886,833.00); and
- 4) The not-to exceed amount for the third one-year option period is eight hundred ninety-eight thousand three hundred ninety-two dollars (\$898,392.00);

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 Lor-Mar Mechanical Services, Inc., subject to the availability of funds therefor, as set forth above, in a total contract amount not to exceed four million three hundred eighty-nine thousand nine hundred sixty-six dollars (\$4,389,966.00) and to take all necessary actions relating to such contract.

RESOLUTION NO. 11947

RESOLUTION AUTHORIZING CONTRACTS FOR ELECTRICAL MAINTENANCE AND REPAIR SERVICES WITH AM ELECTRIC, INC., MAJOR ELECTRIC SYSTEMS, INC., AND RAINBOW ELECTRIC LLC

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

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

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


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

WHEREAS, work is to be assigned to the awardee at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered 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 three (3) contracts shall not exceed five million dollars (\$5,000,000.00) with a two-year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is two million dollars (\$2,000,000.00); and
- 2) The not-to exceed aggregate amount for each of the three (3) one -year option periods is one million dollars (\$1,000,000.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with AM Electric, Inc., Major Electric Systems, Inc., and Rainbow Electric LLC, subject to the availability of funds therefor, as set forth above, with the total amount for the three (3) contracts not to exceed five million dollars (\$5,000,000.00), and to take all necessary actions relating to such contracts.

I hereby certify that this was
APPROVED BY THE BOARD ON 7/20/17

ATTORNEY FOR PHA

RESOLUTION NO. 11948

RESOLUTION AUTHORIZING A CONTRACT WITH AAA SCHOOL OF TRUCKING, INC. FOR COMMERCIAL DRIVER'S LICENSE AND FORKLIFT TRAINING FOR PHILADELPHIA HOUSING AUTHORITY RESIDENTS

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for commercial driver's license and forklift training for PHA residents 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 AAA School of Trucking, 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, payments under the contract will be contingent upon the vendor achieving required levels for attendance, completion/graduation, and employment, so as to ensure program accountability;

WHEREAS, it is recommended that the amount to be expended under the contract shall not exceed one million four hundred twenty-five thousand dollars (\$1,425,000.00) with a three (3) year base period and two (2) one-year option periods, as follows:

- 1) The not-to-exceed amount for the three-year base period is eight hundred fifty-five thousand dollars (\$855,000.00);
- 2) The not-to exceed amount for the first one-year option period is two hundred eighty-five thousand dollars (\$285,000.00); and
- 3) The not-to exceed amount for the second one-year option period is two hundred eighty-five thousand dollars (\$285,000.00);

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 AAA School of Trucking, Inc. subject to the availability of funds therefor, as set forth above, in a total contract amount not to exceed one million four hundred twenty-five thousand dollars (\$1,425,000.00) and to take all necessary actions relating to such contract.

RESOLUTION NO. 11949

RESOLUTION AUTHORIZING A REQUEST TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR RESCISSION OF UNIT AND LAND DEMOLITION/DISPOSITION APPLICATIONS FOR TWO PROPERTIES AT 1614 N. MARSHALL ST.

WHEREAS, the Philadelphia Housing Authority ("PHA") had obtained demolition or disposition approval from the U.S. Department of Housing and Urban Development ("HUD") in 2001 for a number of properties, including two at 1614 N Marshall Street (A and B) that are owned by PHA ("Marshall St. Properties"), as identified below; and

Development	Bldg Number	Unit Number	Address	BR	DD Application	DDA Approval
PA002000907	1269	43269	1614 N Marshall St - A	3	IBSPA00213	6/13/2001
PA002000907	1269	43270	1614 N Marshall St - B	3	IBSPA00213	6/13/2001


WHEREAS, the Marshall St. properties are occupied by PHA residents; and

WHEREAS, PHA wishes to ask HUD for its approval to rescind the 2001 demolition or disposition approvals, since the units are occupied; and

WHEREAS, HUD requires a specific Board resolution to approve rescission of the demolition and disposition approvals for the Marshall St. Properties; and

WHEREAS, in connection with disposition activities, PHA is required to comply with certain provisions of the U.S. 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 Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to request rescission from HUD of the disposition and demolition approvals for 1614 N Marshall St., as set forth above, and take all necessary actions to carry out the provisions of this resolution, in compliance with applicable statutes, laws and regulations.

I hereby certify that this was
APPROVED BY THE BOARD ON 7/20/17

ATTORNEY FOR PHA

RESOLUTION NO. 11950

**RESOLUTION AUTHORIZING APPROVAL OF HISTORIC CONSULTANTS CONTRACTS
UNDER REQUEST FOR PROPOSAL #P-004737**

WHEREAS, the Philadelphia Housing Authority ("PHA") has determined a need for using historic consultants; and

WHEREAS, in 2016, PHA issued Request for Proposal #P-004737 ("RFP"), 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, PHA has several projects which are in immediate need of historic consulting advice; and

WHEREAS, approved proposals and the resulting in contracts typically involve the commitment of funds in excess of one hundred thousand dollars (\$100,000), over the entire term of the contract, and which would require Board approval; and

WHEREAS, it is in PHA's interest, in order to meet administrative objectives, for the Board to delegate its authority to the President & CEO to approve an award or multiple awards of historic contracts, subject to an aggregate limit of two hundred fifty thousand dollars (\$250,000) and for an initial period of two (2) years; and

WHEREAS, contracts will only be awarded consistent with the fulfillment of MBE, WBE, and Section 3 requirements, and applicable federal requirements; and

WHEREAS, within thirty (30) days of the award of any contract(s) under this resolution, PHA will provide the Board of Commissioners with a report, to include the amount of the contract, term, and awardee(s);

BE IT RESOLVED, that the President & CEO is hereby authorized to approve awards of historic consultants for proposals submitted in accordance with the terms and conditions of the RFP and to take all actions necessary to conclude and execute contracts with the proposer(s), subject to an aggregate limit of two hundred fifty thousand dollars (\$250,000.00) for a period of two years.

RESOLUTION NO. 11951

RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR FUNDING PURSUANT TO THE FISCAL YEAR 2017 CHOICE NEIGHBORHOODS PLANNING GRANT PROGRAM NOTICE OF FUNDING AVAILABILITY

WHEREAS, the U.S. Department of Housing and Urban Development ("HUD") has issued a Fiscal Year 2017 Notice of Funding Availability ("NOFA") for the Choice Neighborhoods Planning Grant Program which describes the requirements for submission of competitive funding proposals for Planning Grants and Planning and Action Grants; and

WHEREAS, under the Choice Neighborhoods Planning Grant program, HUD provides funding to support development of a comprehensive neighborhood transformation plan for distressed public housing developments; and

WHEREAS, the NOFA establishes a limit of no more than one application per locality; and

WHEREAS, the Philadelphia Housing Authority ("PHA") has reviewed the NOFA and identified the Bartram Village public housing development and the surrounding neighborhood as a site that meets the NOFA requirements for distress and other neighborhood factors and that would make for a competitive application; and

WHEREAS, PHA will work closely with, and actively engage, the Resident Council, community residents and PHA's designated developer for Bartram Village throughout the Choice Neighborhood planning process, if the proposal is awarded grant funding; and

WHEREAS, the deadline for submission of the application is August 28, 2017 and approval by the Board of Commissioners is a requirement for the application to HUD;

BE IT RESOLVED, that the PHA Board of Commissioners hereby approves the submission of a proposal for Choice Neighborhoods Planning and Action Grant funding in an amount up to \$1.3 million (\$1,300,000.00) and authorizes the PHA President & CEO to undertake all necessary actions to secure partnership and resource commitments necessary for a competitive proposal, and to enter into a grant agreement with HUD upon receipt of a grant award.

APPENDIX 2

JULY 2017 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:

Name: Jennifer Banetch

Maintenance Issue? Yes ___ No Other (topic): Police meeting plan
car and dress
report transparency
on investigations
a board and properties.

Name: Korris Cantrell

Maintenance Issue? Yes No ___ Other (topic): More Maintenance People

Name: Dr. Prince Solomon

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