

May 26, 2011

The Board Meeting of the Philadelphia Housing Authority Board of Commissioner for May 2011 was held on Thursday, May 26, 2011, 4:00 pm, at the Philadelphia Housing Authority, Multipurpose Room, 12 S. 23rd Street, Philadelphia, Pennsylvania.

Present: Estelle Richman, Board of Commissioner
Michael P. Kelly, Administrative Receiver
Helen M. Ferris, Acting General Counsel

The Board of Commissioner, Estelle Richman opened the meeting. With that she asked for remarks from the Administrative Receiver, Mr. Michael P. Kelly who thanked everyone, including PHA's partner, Liberty Resources who attended/supported the Grand Opening of Quads, 100 units of handicap accessible efficiency apartments. Ms. Richman apprised the audience of her past history with Liberty Resources, and how important it was to assist them. She also expressed her pleasure of PHA doing work with them, as it is an invaluable investment. Mr. Kelly proceeded by thanking PHA staff for their hard work and dedication. Whereas, he advised the Commissioner that PHA was presenting 4 (four) resolutions to be considered as PHA reached a consensus with the residents at the traditional Pre-Board Meeting..

The next order of business was the approval of the minutes. Commissioner Richman moved for the adoption of the minutes, but requested a summary of discussion be included. Mr. Kelly agreed to her request. The minutes were adopted, and Mr. Kelly presided over the remaining agenda.

I hereby certify that this was
APPROVED BY THE BOARD ON 6/30/11
Helen Ferris
ATTORNEY FOR PHA

Commissioner Richman moved for the adoption of the following minutes.

RESOLUTION NO. 11453

**RESOLUTION APPROVING MINUTES OF THE BOARD OF COMMISSIONERS MEETING HELD ON
APRIL 28, 2011**

BE IT RESOLVED, that the minutes of the Board Meeting of the Philadelphia Housing Authority Meetings held on April 28, 2011 copies of which have already been provided, be the same are hereby ratified, confirmed and approved.

Commissioner Richman thereupon declared the Minutes unanimously adopted.

Commissioner Richman moved for the adoption of the following Resolution.

RESOLUTION NO. 11454

RESOLUTION AUTHORIZING THE ADMINISTRATIVE RECEIVER, OR HIS DESIGNEE, TO CONCLUDE AND TO EXECUTE A CONTRACT WITH LOTHROP ASSOCIATE; IEI GROUP; FRIDAY/THOMAS JOINT VENTURE; K.I.A. DESIGN; FACILITIES STRATEGIES, KITCHEN & ASSOCIATES AND BLACKNEY HAYES FOR INTERIOR DESIGN SERVICES SOLICITATION NO. P-004018

WHEREAS, The Philadelphia Housing Authority (PHA) identified a need for Interior Design Services; and

WHEREAS, Solicitation No. P-004018 was developed according to established procedures and was advertised in the Philadelphia Inquirer and several community newspapers; and

WHEREAS, the Request for Proposal was mailed to the appropriate companies on PHA Bidders' List, and distributed to those who responded to the invitation through the publications; and

WHEREAS, Eight (8) offerors responded to the solicitation by submitting a proposal as follows:

Lothrop Associate;
IEI Group;
Friday/Thomas Joint Venture;
Kitchen & Associates
Blackney Hayes
K.I.A. Design;
Facilities Strategies
Converse Winkler and

WHEREAS, the proposals were reviewed and evaluated by the Review Committee and Legal Counsel and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, the proposals were reviewed and evaluated by the evaluation committee appointed for such purpose (the "Evaluation Committee") and the supporting documents were review by the Contracting Officer; and

WHEREAS, based upon evaluation, it was recommended that a contract be awarded to one or more of and

WHEREAS, it is further recommended that the contracts, if awarded, shall be for a two (2) year base period with three (3) one-year option periods in an amount not to exceed **FORTY THOUSAND DOLLARS (\$40,000.00) for Base Years 1 & 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 1; TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 3**, for a total contract amount not to exceed **ONE HUNDRED THOUSAND DOLLARS (\$100,000.00)** to Lothrop Associate; and, **FORTY THOUSAND DOLLARS (\$40,000.00) for Base Years 1 & 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 1; TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 3**, for a total contract amount not to exceed **ONE HUNDRED THOUSAND DOLLARS (\$100,000.00)** to IEI Group; and, **FORTY THOUSAND DOLLARS (\$40,000.00) for Base Years 1 & 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 1; TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 3**, for a total contract amount not to exceed **ONE HUNDRED THOUSAND DOLLARS (\$100,000.00)** to Friday/Thomas Joint Venture; and, **FORTY THOUSAND DOLLARS (\$40,000.00) for Base Years 1 & 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 1;**

TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 3, for a total contract amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) to Kitchen & Associates; and, FORTY THOUSAND DOLLARS (\$40,000.00) for Base Years 1 & 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 1; TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 3, for a total contract amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) to Blackney Hayes; and, FORTY THOUSAND DOLLARS (\$40,000.00) for Base Years 1 & 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 1; TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 3, for a total contract amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) to K.I.A. Design; and, FORTY THOUSAND DOLLARS (\$40,000.00) for Base Years 1 & 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 1; TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 2, TWENTY THOUSAND DOLLARS (\$20,000.00) for Option Year 3, for a total contract amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) to Facilities Strategies; and

BE IT RESOLVED, by and for The Philadelphia Housing Authority, that the Administrative Receiver, or his designee, is hereby authorized to conclude and to execute a contract with Lothrop Associate; IEI Group; Friday/Thomas Joint Venture; K.I.A. Design; Blackney Hayes and Facilities Strategies.

BE IT FURTHER RESOLVED, that (1) the recommended contractors comply with all terms required by the solicitation; (2) the contracts are subject to approval by PHA's funding source before any contracts shall exist; (3) no contracts shall exist until signed by the Administrative Receiver or his designee; and (4) if PHA and the offerors have not mutually agreed on the terms of a contract within forty-five (45) days following the next regularly scheduled Board meeting, then this resolution shall be void and the authority of the Administrative Receiver to enter into these contracts shall cease.

Commissioner Richman thereupon declared the Resolution unanimously adopted.

Commissioner Richman moved for the adoption of the following Resolution.

RESOLUTION NO. 11455

RESOLUTION ADOPTING THE FISCAL YEAR (FY) 2012 OPERATING BUDGET

WHEREAS, the Philadelphia Housing Authority (PHA), has developed balanced Operating Budgets for the Low Income Public Housing (LIPH) and Housing Choice Voucher (HCV) Programs; and

WHEREAS, The Philadelphia Housing Authority (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 for the purpose of serving low-income residents; and

WHEREAS, The Philadelphia Housing Authority (PHA), under the Move to Work (MTW) program, use of Public Housing Operating Subsidies and Housing Choice Voucher tenant based funding in accordance with Section 9(e)(1) of the 1937 act or, if uses are part of the Annual MTW Plan, Section 8(o), 9(d)(l) and 9(e)(1) consistent with PHA's MTW agreement.

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioner of the Philadelphia Housing Authority (PHA), does hereby adopt the submission of the Operating Budgets for the Low Rent Public Housing (LIPH) and Housing Choice Voucher (HCV) Programs for the Fiscal Year beginning April 1, 2011, a copy of which is attached hereto and made a part hereof.

Commissioner Richman thereupon declared the Resolution unanimously adopted.

Commissioner Richman moved for the adoption of the following Resolution.

RESOLUTION NO. 11456

RESOLUTION DISSOLVING THE ADMINISTRATIVE BOARD CREATED BY THE PHILADELPHIA HOUSING AUTHORITY 1995 SUPERVISORS MANUAL OF PERSONNEL POLICIES

WHEREAS, on December 21, 1994, the Board of Commissioners of the Philadelphia Housing Authority (“PHA”) approved the 1995 Supervisors Manual of Personnel Policies (See PHA Resolution Number 9302); and

WHEREAS, Section 19.0 of the PHA 1995 Supervisors Manual of Personnel Policies established an Administrative Board “to provide the mechanism for the [Philadelphia Housing] Authority to establish and maintain procedures and practices to effectively and efficiently implement and support the Personnel Policies;” and

WHEREAS, pursuant to Section 19.2 of the PHA 1995 Supervisors Manual of Personnel Policies, the Administrative Board is comprised of at least three members which include the Executive Director, Deputy Executive Director for Operations, and Deputy Executive Director for Administration; and

WHEREAS, on October 18, 2001, the PHA Board of Commissioners acknowledged the authority of the Administrative Board (See PHA Resolution Number 10723).

BE IT RESOLVED, by and for the Philadelphia Housing Authority, that the Administrative Board is hereby dissolved. The PHA 1995 Supervisors Manual of Personnel Policies as restated and recodified in the 1999 PHA Human Resources Manual of Policies and Procedures shall be amended to reflect the dissolution of the Administrative Board. PHA’s Human Resources Department, rather than the Administrative Board, will now handle the development of any new personnel policies, practices, operational procedures, or supporting processes, as well changes to any existing such policies, practices, procedures, or processes. Furthermore, any new personnel policies, practices, operational procedures, or supporting processes, as well as changes to any existing such policies, practices, procedures, or processes will be further reviewed by the Executive Director and/or Board of Commissioners as necessary.

Commissioner Richman thereupon declared the Resolution unanimously adopted.

RESOLUTION NO. 11457

RESOLUTION AUTHORIZING THE EXECUTION OF A RENEWAL COLLECTIVE BARGAINING AGREEMENT WITH SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 32BJ, MID-ATLANTIC DISTRICT

WHEREAS, the Service Employees International Union Local 32BJ ("Union") are the certified labor relations representative for a bargaining unit of approximately 3 employees; and

WHEREAS, the prior collective bargaining agreement between the Authority and Union expired on March 31, 2008; and

WHEREAS, the Authority and the Union each participated in good faith in extensive negotiations toward reaching a renewal Agreement; and

WHEREAS, the Authority and the Union did amicably reach an Agreement which is attached as the Memorandum of Agreement; and

WHEREAS, the terms of that Memorandum of Agreement are reasonable, practical and supportable from both an operational and budgetary standpoint; and

WHEREAS, Article IX, Section 901 of Pennsylvania Public Employee Relations Act (Act 195) requires that any such bargaining agreement shall be reduced to writing and signed by the parties.

NOW THEREFORE BE IT RESOLVED, that the Philadelphia Housing Authority's Board of Commissioner hereby approves the terms of the Memorandum of Agreement that is attached; and authorizes the Administrative Receiver to execute and implement a renewal Collective Bargaining Agreement consistent with those terms.

Commissioner Richman thereupon declared the Resolution unanimously adopted.

The resolutions were adopted. With that Commissioner Richman, opened the meeting for public comments. Comments were given by Melvin Johnakin, Ms. Smith, Ms. Bryant, Ms. Hannibal, Mr. Mills and Mr. Vasquez. With no other public comments being heard Commissioner Richman adjourned the meeting (Copies of the actual transcript will be provided upon written request).