



PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING MINUTES
Thursday, November 15, 2018, 3 p.m., at 1800 S. 32nd St., Philadelphia, PA 19145

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 President & CEO, Kelvin Jeremiah (“CEO”), who stated that pursuant to the PHA By-Laws he was presiding in the absence of the Chair and Vice Chair. In addition to the CEO, Commissioners Callahan, Camarda, Coney, Mayo, Staten and Wise were in attendance in person, as was General Counsel and Board Secretary, Laurence M. Redican.

The CEO asked for a moment of silence in preparation for the meeting, then reviewed the public comment procedure and made the following announcements: 1) on Monday, November 5th, PHA celebrated the grand opening of Norris Apartments Phase II, the third of five phases developed following the award of a \$30 million Choice Neighborhoods Implementation grant and consisting of 89 newly constructed rental units; 2) on November 14th, PHA held an auction for seventy-one (71) vacant scattered site properties, as part of PHA's long-term strategy to restructure the agency's scattered site inventory, which should generate over five million dollars; and 3) the next Board meeting will be at PHA's newly-constructed consolidated headquarters at 2013 Ridge Ave., for which there will be a grand opening on December 19, 2018.

PHA resident Akirah Pressley was selected for the monthly Resident Spotlight, following her being highlighted at the Greenlight Foundation annual fundraiser for her accomplishments, which include graduating from an Entrepreneurial Program and now working in the Philadelphia School District as a one-to-one counselor for children with special needs. She was congratulated and applauded in absentia for her achievements.

The Employee of the Month Award was presented to Raymonda Mormon, for her work with assisting PAPMC sites with extensive screening and coordinating responsibilities, for which she received a check and a congratulatory round of applause.

The CEO inquired whether there were any corrections or amendments to the minutes of the Board Meeting of October 18, 2018. Hearing none, the minutes were accepted as submitted.

Two resolutions were presented and unanimously approved.

Resolution 12023, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President- Supply Chain Management, to authorize PHA to contract with Lor-Mar Mechanical Services, One Mechanical New Innovations, LLC, and Devine Brothers, Inc. for mechanical maintenance and repair services, in an aggregate amount not to exceed fifteen million dollars (\$15,000,000.00). Commissioner Callahan, as Chair of the Finance Committee, to which the resolution was sent for review, moved for its approval. Following a second and discussion, including the opportunity for public comment, of which there was none, the resolution was unanimously approved.

Resolution 12024, attached in Appendix 1, was presented by Nicholas Dema, Executive Vice President of Planning and Development, to authorize PHA to amend its Memorandum of

Resolution 12024, attached in Appendix 1, was presented by Nicholas Dema, Executive Vice President of Planning and Development, to authorize PHA to amend its Memorandum of Agreement with Habitat for Humanity Philadelphia to increase the PHA funding commitment by five hundred thousand dollars (\$500,000.00), to an amount not to exceed three million five hundred thousand (\$3,500,000.00), to develop twenty (20) homeownership units in support of the Sharswood/Blumberg Choice Neighborhoods Initiative. Commissioner Coney, as a member of the Policy and Planning Committee, to which the resolution was sent for review, moved for its approval. Following a second and discussion, including the opportunity for public comment, of which there was none, the resolution was unanimously approved.

There being no further discussion or public comment, the motion was unanimously approved.

While the meeting was opened for **public comment** at approximately 3:20 p.m., there was none.

The CEO then noted that the date for the next meeting will be December 20, 2018, at 2013 Ridge Avenue, in the new PHA headquarters, and the meeting was adjourned following a motion from Commissioner Callahan, a second and unanimous approval, at approximately 3:21 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Laurence M. Redican".

Laurence M. Redican
General Counsel
Philadelphia Housing Authority

APPENDIX 1

THE PHILADELPHIA HOUSING AUTHORITY
MEETING OF THE BOARD OF COMMISSIONERS
1800 S. 32nd ST.
PHILADELPHIA, PA 19145
THURSDAY, NOVEMBER 15, 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 October 18, 2018, as distributed.
- D. **New Business**
 - 1. **RESOLUTION AUTHORIZING CONTRACTS FOR MECHANICAL MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES, ONE MECHANICAL NEW INNOVATIONS, LLC, AND DEVINE BROTHERS, INC.**

Dave Walsh
 - 2. **RESOLUTION AMENDING A MEMORANDUM OF AGREEMENT WITH HABITAT FOR HUMANITY PHILADELPHIA**

Nicholas Dema
- E. **Public Comment Period**

RESOLUTION NO. 12023

RESOLUTION AUTHORIZING CONTRACTS FOR MECHANICAL MAINTENANCE AND REPAIR SERVICES WITH LOR-MAR MECHANICAL SERVICES, ONE MECHANICAL NEW INNOVATIONS, LLC, AND DEVINE BROTHERS, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for mechanical 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 Lor-Mar Mechanical Services, One Mechanical New Innovations, LLC, and Devine Brothers, Inc.; and

WHEREAS, work is to be assigned to each of the three (3) 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 these contracts at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the three (3) contracts, combined, shall not exceed fifteen million dollars (\$15,000,000.00) with a two-year base period and three (3) one-year option periods, as follows:

- 1) The aggregate not-to-exceed amount for the two-year base period is six million dollars (\$6,000,000.00);
- 2) The aggregate not-to-exceed amount for the first one-year option period is three million dollars (\$3,000,000.00);
- 3) The aggregate not-to exceed amount for the second one-year option period is three million dollars (\$3,000,000.00); and
- 4) The aggregate not-to exceed amount for the third one-year option period is three million dollars (\$3,000,000.00);

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 Lor-Mar Mechanical Services, One Mechanical New Innovations, LLC, and Devine Brothers, Inc. for a total aggregate amount not to exceed fifteen million dollars (\$15,000,000.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

I hereby certify that this was
APPROVED BY THE BOARD ON 11/15/18
Anna M. Redica
ATTORNEY FOR PHA

RESOLUTION NO. 12024

RESOLUTION AMENDING A MEMORANDUM OF AGREEMENT WITH HABITAT FOR HUMANITY PHILADELPHIA

WHEREAS, the Philadelphia Housing Authority ("PHA") provides quality affordable housing to families with low incomes as a designated Moving to Work Agency and its mission 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, Title 42, §1437 *et seq.*, United States Code, and the Pennsylvania Housing Authorities Law of 1937, as amended; and

WHEREAS, Habitat For Humanity Philadelphia ("Habitat") is an incorporated 501(c)(3) non-profit corporation located at 1829 North 19th Street Philadelphia, PA 19121, whose mission is to transform lives and the City of Philadelphia by building quality homes in partnership with families in need and uniting all Philadelphians around the cause of affordable housing; and

WHEREAS, Habitat was a named partner on the Choice Neighborhoods Initiative Implementation Grant Application for the Sharswood/Blumberg community, which calls for the overall development of over one thousand two hundred (1,200) units of housing, including approximately three hundred (300) affordable and market rate homeownership units through various partnerships; and

WHEREAS, in December 2016, PHA and Habitat entered into a Memorandum of Agreement ("MOA") for the development of twenty (20) homeownership units in the Sharswood/Blumberg neighborhood, under the MOA, with a cost to PHA for these twenty (20) units not to exceed three million dollars (\$3,000,000.00) and with Habitat providing two million dollars (\$2,000,000.00) in leveraged resources; and

WHEREAS, due to unforeseen requirements related to water/sewer and street infrastructure work, PHA desires to increase the amount to be paid by PHA for the twenty (20) units, by five hundred thousand dollars (\$500,000.00), to an amount not-to-exceed three million five hundred thousand dollars (\$3,500,000.00), under the terms of this amendment to the MOA, in substantially the form attached hereto;

BE IT RESOLVED, that the PHA Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and to execute the amendment to the MOA with Habitat For Humanity Philadelphia, for the development of twenty (20) homeownership units, in substantially the form attached hereto, as set forth above, for a total amount not to exceed three million five hundred thousand dollars (\$3,500,000), subject to the availability of funds therefor, and to take all necessary actions relating to such MOA.

I hereby certify that this was
APPROVED BY THE BOARD ON 11/15/18
Lauren M. Redican
ATTORNEY FOR PHA