

October 27, 2011

The Board Meeting of the Philadelphia Housing Authority Board of Commissioner for October was held on Thursday, October 27, 2011, 4:00 pm, at Gladys B. Jacobs, 1100 Fairmount Avenue Philadelphia, Pennsylvania.

Present: Karen Newton Cole, Board of Commissioner
Michael P. Kelly, Administrative Receiver
Barbara Adams, General Counsel

The Board of Commissioner, Karen Newton Cole opened the meeting. With that she asked for remarks from the Administrative Receiver/Executive Director, Mr. Michael P. Kelly who welcomed the new Commissioner, Karen Newton Cole, followed by the introduction of the new Deputy Director of Finance Division, Chief Financial Officer, Eli Rosario. PHA will be holding an Auction November 16, 2011 at Greater Grays Ferry Estates, 1800 S. 32nd Street. He then announced that the Equal Employment Opportunities and Code of Ethics Training has begun. Recognition was given to Denea Hunter, Gladys B. Jacobs Manor for the Community Presentation Excellence Award by the Apartment Association of Greater Philadelphia (AAGP) and Ms. Linda Moore, Manager of Warnock Village for first place award for maintenance and third place award for community presentation.

Whereas Mr. Kelly stated there were two (2) resolutions for approval and a PowerPoint presentation on the PHA Development Corporations by Jeff Lyons from TAG Associates.

The next order of business was the approval of the minutes. Commissioner Karen Newton Cole moved for the adoption of the September 29th, 2011 minutes, and Mr. Kelly presided over the remaining agenda.

Commissioner Karen Newton-Cole moved for the adoption of the following minutes.

RESOLUTION NO. 11485

**RESOLUTION APPROVING MINUTES OF THE BOARD OF COMMISSIONER MEETING HELD ON
SEPTEMBER 29, 2011.**

BE IT RESOLVED, that the minutes of the Board Meeting of the Philadelphia Housing Authority Meetings held on September 29 2011, copies of which have already been provided, be the same are hereby ratified, confirmed and approved.

Commissioner Karen Newton-Cole thereupon declared the Minutes unanimously adopted.

I hereby certify that this was
APPROVED BY THE BOARD ON 10/27/11
Barbara Adams, General Counsel
ATTORNEY FOR PHA

Commissioner Richman moved for the adoption of the following resolution.

RESOLUTION NO. 11486

RESOLUTION AUTHORIZING THE PHA ADMINISTRATIVE RECEIVER/EXECUTIVE DIRECTOR OR HIS AUTHORIZED DESIGNEE TO CONCLUDE AND TO EXECUTE A CONTRACT FOR COMMUNITY PARTNERS PROGRAM EDUCATIONAL TRAINING AND SUPPORT SERVICES TO PROVIDE ADULT BASIC EDUCATION, GED AND EDUCATIONAL RELATED TESTING SERVICES (SOLICITATION NO. P-004115)

WHEREAS, The Philadelphia Housing Authority (PHA) has identified a need for educational training and support services; and

WHEREAS, Solicitation No. P-004115 was developed according to established procedures and all applicable laws regarding public contracts 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, six (6) offerors responded to the solicitation by submitting a proposal as follows:

Center for Literacy

PathWays PA
Community Women's Education Project
CORA Services Inc.
ResCare Workforce Services
Philadelphia Opportunities Industrialization Inc.; and

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

WHEREAS, based upon the evaluation, it was recommended that a contract be awarded to Center for Literacy; and

WHEREAS, it is further recommended that the contract, if awarded shall be for a one (1) year base period with an additional four (4) one year option periods in an amount not to exceed **ONE HUNDRED SEVENTY EIGHT THOUSAND FOUR HUNDRED FIFTY SIX DOLLARS (\$178,456.00)** for base year one (1); **ONE HUNDRED EIGHTY THREE THOUSAND EIGHT HUNDRED EIGHT DOLLARS AND FORTY CENTS(\$183,808.40)** if PHA exercises option year one (1); **ONE HUNDRED NINETY THOUSAND EIGHT HUNDRED TWENTY TWO DOLLARS (\$190,822.00)** for option year two (2); and **ONE HUNDRED NINETY FIVE THOUSANDTWO DOLLARS AND SEVENTY FIVE CENTS (\$195,002.75)** for option year three (3); **ONE HUNDRED NINETY NINE THOUSAND SIXTY SEVEN DOLLARS AND EIGHTY FIVE CENTS (\$199,067.85)** for a total contract amount not to exceed **NINE HUNDRED FORTY SEVEN THOUSAND ONE HUNDRED FIFTY SEVEN DOLLARS (\$947,157.00)**; and

BE IT RESOLVED, by and for The Philadelphia Housing Authority, that, based on the recommendation of the Evaluation Committee, the Administrative Receiver/Executive Director is hereby authorized to conclude and to execute contract with Center for Literacy; and

BE IT FURTHER RESOLVED, that (1) the Administrative Receiver/Executive Director and all other appropriate personnel of PHA are authorized to take all actions necessary to implement these resolutions in accordance with the "Whereas" clause above; (2) the contract is subject to approval by PHA's funding source before a contract shall exist; (3) no contract shall exist until signed by the Administrative Receiver/Executive Director or his designee; and (4) if PHA and the offeror have not mutually agreed on the terms of a contract within forty-five (45) days of the next regularly scheduled Board meeting, then this resolution shall be void and the authority of the Administrative Receiver/Executive Director shall cease.

Commissioner Richman thereupon declared the Resolution unanimously adopted.

Commissioner Richman moved for the adoption of the following resolution.

RESOLUTION NO. 11487

RESOLUTION AUTHORIZING THE EXECUTION OF CERTAIN AGREEMENTS BY AND BETWEEN THE PHILADELPHIA HOUSING AUTHORITY AND CERTAIN NON-PROFIT INSTRUMENTALITIES OF THE PHILADELPHIA HOUSING AUTHORITY IN CONNECTION WITH THE PROVISION OF CERTAIN SERVICES BY THE PHA TO THOSE INSTRUMENTALITIES

WHEREAS, Philadelphia Housing Authority (“PHA”) has a skilled staff, experienced in public housing operations, management and oversight; and

WHEREAS, PHA has created certain non-profit instrumentalities, including, but not limited to 1) the Philadelphia Housing Authority Development Corporation (“PHADC”), which, among other things, has the power to undertake the development of certain PHA related and other projects; 2) certain Housing Development Corporations, which, among other things, provide operational oversight to PHA-affiliated low-income housing tax credit (“LIHTC”) limited partnerships (the “HDCs”); and 3) the Philadelphia Asset and Property Management Corporation, which, among other things, manages PHA’s LIHTC public housing sites and provides oversight to certain alternatively managed LIHTC public housing sites (“PAPMC”, and collectively with PHADC and the HDCs, the “Instrumentalities”); and

WHEREAS, the Instrumentalities have, from time-to-time, a need for the services and resources of PHA (the “PHA Services”); and

WHEREAS, the PHA desires to provide these PHA Services to the Instrumentalities, in exchange for which PHA will receive certain payments, as further set forth in those certain agreements between the PHA and the Instrumentalities; and

WHEREAS, the amounts to be reimbursed to PHA by the Instrumentalities for the PHA Services shall be further described and set forth in the Resource Allocation Agreements and shall be based on a methodology, which may be amended from time to time, agreed upon by the Parties, and which may include actual costs incurred, a cost allocation formula or a fee based structure, or any combination thereof; and

WHEREAS, attached hereto as Exhibit “A” is a form of PHADC/HDC-PHA Resource Allocation Agreement between, and to be executed by, the PHA, PHADC and the HDCs in connection with the utilization by PHADC and the HDCs of certain PHA Services; and

WHEREAS, attached hereto as Exhibit “B” is a form of PAPMC-PHA Resource Allocation Agreement between, and to be executed by, the PHA and PAPMC in connection with the utilization by PAPMC of certain PHA Services; and

NOW, THEREFORE BE IT RESOLVED, that the PHA Board of Commissioner does hereby authorize the Administrative Receiver/Executive Director of the PHA, or his authorized designee (the “Authorized Officer”), to negotiate, execute, attest, conclude, deliver and perform its obligations under the PHADC/HDC-PHA Resource Allocation Agreement between the PHA, PHADC and the HDCs, in substantially the same form as set forth in Exhibit “A” attached hereto; and

BE IT FURTHER RESOLVED, that the PHA Board of Commissioner does hereby authorize the Authorized Officer to negotiate, execute, attest, conclude, deliver and perform its obligations under the PAPMC-PHA Resource Allocation Agreement between the PHA and PAPMC in substantially the same form as set forth in Exhibit “B” attached hereto; and

BE IT FURTHER RESOLVED, that all actions deemed necessary or advisable taken heretofore or hereafter by an Authorized Officer with respect to the matters set forth in this resolution are hereby approved and ratified.

Commissioner Richman thereupon declared the Resolution unanimously adopted.

The resolutions were adopted. With that Commissioner Karen Newton Cole, opened the meeting for public comments. Comments were given by Ms. Robinson, Ms. Vernell Tate, Ms. Asia Coney, Louise Hannible Mr. Lyons, Ms. Harrison, Ms. Andrea Foster, Mr. Dwyer, Ms. Wilkes, Ms. McGough, Ms. Valerie Thomas, Mr. Nasser and several unidentified speakers. With no other public comments being heard Commissioner Karen Newton Cole adjourned the meeting (Copies of the actual transcript will be provided upon written request).