



**PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS
MEETING MINUTES
Thursday, July 20, 2023
3 p.m. at 2013 Ridge Ave., Philadelphia, PA 19121**

The regularly scheduled meeting of the Philadelphia Housing Authority (“PHA”) Board of Commissioners was brought to order by the Chair, Lynette Brown-Sow, at approximately 3:05 p.m. In addition to the Chair, participants included: Vice-Chair Wetzel and Commissioners Camarda, Coney, Purnell, and Shahid, as well as the President & CEO (“CEO”), Kelvin Jeremiah, and the General Counsel and Board Secretary, Laurence M. Redican. Commissioners Callahan, Mayo and Wise did not participate.

The Chair did a roll call to establish that a quorum was present, after which the CEO reviewed the commenting procedures and made the following announcements:

- 1) On Friday, July 28th from 11 a.m. – 3 p.m., our neighborhood Grocery Outlet will be celebrating its one-year anniversary as a tremendous addition to our Sharswood neighborhood and all are invited to come and congratulate Donta Rose and his team.
- 2) The PhillySEEDS 10th Anniversary Celebration Gala was held on July 13th at Vie and was a great success, surpassing its fundraising goal and having great participation from scholars and the community for the awards ceremony.
- 3) Two awards were also presented at the gala, for the first time, in recognition of two steadfast supporters. The 2023 Top SEED Award was presented to Sam Staten Jr. and the 2023 Lifetime of Service Award was presented to Resident Advisory Board President and PHA Commissioner Asia Coney for her dedication to empowering and inspiring public housing residents.
- 4) On July 13th, PHA teamed up with Councilman Clarke’s office and Rebuild Philadelphia for Fotherall Square Community Day, featuring fun activities for all ages, including face painting, balloon artists, caricatures, drumming demonstrations, and live music.

Two awards were then presented to PHA employees. The Employee of the Month Award was presented to Malary Wood, Jr., Labor & Employment Relations Specialist with the Human Resources Department, for his notable accomplishments with the workers’ compensation program, and the Customer Service Award was presented to Tracy Hearst-Purdy, Hearing Officer with the Office of General Counsel, for her outstanding efforts with the PhillySEEDS scholarship program.

The Chair asked whether there were any changes to the minutes of the June 15, 2023 Board meeting. Hearing none, the minutes were approved.

Four (4) resolutions were presented and unanimously approved, following the opportunity for discussion and public comment.

Resolution No. 12297, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President – Supply Chain Management (“EVP-SCM”), to authorize PHA to contract with DGG RE

Investments, LLC, dba Guardian Asset Management; and Door and Window Guard Systems, Inc. for Vacant Property Security Services, in a total amount not to exceed two million five hundred thousand dollars (\$2,500,000.00). Commissioner Coney, Chair of the Resident Services Committee that reviewed the resolution prior to its being presented to the Board, moved for its adoption. After the motion was seconded and following the opportunity for public comment and discussion (which opportunity was provided for all the resolutions), of which there was none, the motion was unanimously approved, by roll call.

Resolution No. 12298, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Mayfield Site Contractors Inc.; Creativescape Inc.; and DMPAG Inc. for the provision of Asphalt Paving, Spray Injection Pothole Repair, Line Striping and Related Work, in a total amount not to exceed two million five hundred thousand dollars (\$2,500,000.00). Commissioner Shahid, as a member of the Finance Committee that reviewed the resolution, moved for its approval. After a second; his noting that the committee had met, reviewed the resolution, and recommended it; and with there being no further discussion, the motion was unanimously approved, by roll call.

Resolution No. 12299, attached in Appendix 1, was also presented by Dave Walsh, EVP-SCM, to authorize PHA to contract with Blackney Hayes Architects; Cicada Architecture/Planning, Inc.; Wallace, Roberts, and Todd, LLC; BLT Architects; Woodcock Design, Inc.; Rongoe Engineering, LLC; Oz Collaborative; LLC, Sabir, Richardson & Weisberg Engineers, PLLC; Moya Design Partners; and Mdesigns & MWJ Consulting LLC for Architectural and Engineering (A&E) Services. The total aggregate amount to be expended under the contracts, including the exercise of any options, is not to exceed ten million dollars (\$10,000,000.00). As this resolution was also reviewed by the Finance Committee, Commissioner Shahid moved for its approval, which motion was seconded and unanimously approved, by roll call.

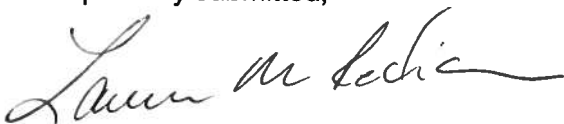
Resolution No. 12300, attached in Appendix 1, was presented by Bret Holden, Executive Vice President-Leased Housing, to approve an award of six (6) project-based vouchers for the Philadelphia Chinatown Development Corporation's Winter St Project, located at 241 N. 10th St. in the Chinatown neighborhood of Philadelphia. That project will include six (6) two bedroom units of affordable rental housing for low income families. Commissioner Wetzel, as Chair of the Policy & Planning Committee that reviewed the resolution, moved for its approval. Following a second and discussion, the motion was unanimously approved, by roll call.

No public comments were made in the public comment period.

The Chair announced that, pursuant to the annually-adopted Board meeting schedule, no meeting is planned for August, but the next Board meeting is scheduled for August 21, 2023.

Following a motion from Commissioner Coney to adjourn, which was seconded and unanimously approved by voice vote, the meeting was adjourned at approximately 3:30 p.m.

Respectfully submitted,



Laurence M. Redican
General Counsel
Philadelphia Housing Authority

APPENDIX 1

**THE PHILADELPHIA HOUSING AUTHORITY
MEETING OF THE BOARD OF COMMISSIONERS
2013 RIDGE AVE.
PHILADELPHIA, PA 19121
THURSDAY, JULY 20, 2023 at 3 p.m.
AGENDA**

- A. Call to Order** – Lynette Brown-Sow, Board Chair
- B. Remarks** – Kelvin A. Jeremiah, President & CEO
- C. Approval of the Minutes** of the Board Meeting held June 15, 2023 as distributed
- D. New Business**
- 1. RESOLUTION AUTHORIZING CONTRACTS FOR VACANT PROPERTY SECURITY SERVICES WITH DGG RE INVESTMENTS, LLC, DBA GUARDIAN ASSET MANAGEMENT; AND DOOR AND WINDOW GUARD SYSTEMS, INC.**

Dave Walsh
 - 2. RESOLUTION AUTHORIZING CONTRACTS FOR ASPHALT PAVING, SPRAY INJECTION POTHOLE REPAIR, LINE STRIPING AND RELATED WORK WITH MAYFIELD SITE CONTRACTORS, INC.; CREATIVESCAPE, INC.; AND DMPAG, INC.**

Dave Walsh
 - 3. RESOLUTION AUTHORIZING CONTRACTS FOR BLACKNEY HAYES ARCHITECTS; CICADA ARCHITECTURE/PLANNING, INC.; WALLACE, ROBERTS AND TODD, LLC; BLT ARCHITECTS; WOODCOCK DESIGN, INC.; RONGOE ENGINEERING, LLC; OZ COLLABORATIVE, LLC; SABIR, RICHARDSON & WEISBERG ENGINEERS, PLLC; MOYA DESIGN PARTNERS; AND MDESIGNS & MWJ CONSULTING LLC FOR ARCHITECTURAL AND ENGINEERING (A&E) SERVICES**

Dave Walsh
 - 4. RESOLUTION AUTHORIZING APPROVAL OF SIX (6) PROJECT BASED VOUCHERS FOR PHILADELPHIA CHINATOWN DEVELOPMENT CORPORATION'S (PCDC's) WINTER STREET PROJECT**

Bret Holden
- E. Public Comment Period**

RESOLUTION NO. 12297

RESOLUTION AUTHORIZING CONTRACTS FOR DGG RE INVESTMENTS, LLC, DBA GUARDIAN ASSET MANAGEMENT; AND DOOR AND WINDOW GUARD SYSTEMS, INC. FOR VACANT PROPERTY SECURITY SERVICES

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for vacant property security 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 DGG RE Investments, LLC dba Guardian Asset Management; and Door and Window Guard Systems, Inc.; and

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

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed two million five hundred thousand dollars (\$2,500,000.00) 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 one million dollars (\$1,000,000.00);
- 2) The not-to-exceed aggregate amount for the first one-year option period is five hundred thousand dollars (\$500,000.00);
- 3) The not-to-exceed aggregate amount for the second one-year option period is five hundred thousand dollars (\$500,000.00); and
- 4) The not-to-exceed aggregate amount for the third one-year option period is five hundred thousand dollars (\$500,000.00);

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 DGG RE Investments, LLC dba Guardian Asset Management; and Door and Window Guard Systems, Inc. for a total aggregate amount not to exceed two million five hundred thousand dollars (\$2,500,000.00), 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 7/20/2023
Sain Redic
ATTORNEY FOR PHA

RESOLUTION NO. 12298

RESOLUTION AUTHORIZING CONTRACTS FOR ASPHALT PAVING, SPRAY INJECTION POTHOLE REPAIR, LINE STRIPING AND RELATED WORK WITH MAYFIELD SITE CONTRACTORS, INC.; CREATIVESCAPE, INC.; AND DMPAG, INC.

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for asphalt paving 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 Mayfield Site Contractors, Inc.; Creativescape, Inc.; and DMPAG, 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 in accordance with the contract terms at any time during the course of the contract 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 two million five hundred thousand dollars (\$2,500,000.00) with a two (2) year base period and three (3) one-year option periods, as follows:

- 1) The aggregate not-to-exceed amount for the two-year year base period is one million dollars (\$1,000,000.00); and
- 2) The aggregate not-to-exceed amount for each of the three (3) one-year option periods is five hundred thousand dollars (\$500,000.00);

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 Mayfield Site Contractors, Inc.; Creativescape, Inc.; and DMPAG, Inc. for a total aggregate amount not to exceed two million five hundred thousand dollars (\$2,500,000.00), 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 7/20/2023
[Signature]
ATTORNEY FOR PHA

RESOLUTION NO. 12298
7/20/2023

RESOLUTION NO. 12299

RESOLUTION AUTHORIZING CONTRACTS FOR BLACKNEY HAYES ARCHITECTS; CICADA ARCHITECTURE/PLANNING, INC.; WALLACE, ROBERTS AND TODD, LLC; BLT ARCHITECTS; WOODCOCK DESIGN, INC.; RONGOE ENGINEERING, LLC; OZ COLLABORATIVE, LLC; SABIR, RICHARDSON & WEISBERG ENGINEERS, PLLC; MOYA DESIGN PARTNERS; AND MDESIGNS & MWJ CONSULTING LLC FOR ARCHITECTURAL AND ENGINEERING (A&E) SERVICES

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for Architectural and Engineering ("A & E") 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 the following ten (10) entities: Blackney Hayes Architects; Cicada Architecture/Planning, Inc.; Wallace, Roberts and Todd, LLC; BLT Architects; Woodcock Design Inc.; Rongoe Engineering, LLC; Oz Collaborative, LLC; Sabir, Richardson & Weisberg Engineers, PLLC; Moya Design Partners; and Mdesigns & MWJ Consulting LLC; and

WHEREAS, work is to be assigned to the ten (10) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed ten million dollars (\$10,000,000.00) with a two-year base period and three (1) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is four million dollars (\$4,000,000.00); and
- 2) The not-to-exceed aggregate amount for the each of the one-year option periods is two million dollars (\$2,000,000.00);

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 Blackney Hayes Architects; Cicada Architecture/Planning, Inc.; Wallace, Roberts and Todd, LLC; BLT Architects; Woodcock Design Inc.; Rongoe Engineering, LLC; Oz Collaborative, LLC; Sabir, Richardson & Weisberg Engineers, PLLC; Moya Design Partners; and Mdesigns & MWJ Consulting LLC, for a total aggregate amount not to exceed ten million dollars (\$10,000,000.00), 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 7/20/2023
Raim Redman
ATTORNEY FOR PHA

RESOLUTION NO. 12300

RESOLUTION AUTHORIZING APPROVAL OF SIX (6) PROJECT BASED VOUCHERS FOR PHILADELPHIA CHINATOWN DEVELOPMENT CORPORATION'S (PCDC'S) WINTER STREET PROJECT

WHEREAS, The Philadelphia Housing Authority ("PHA") operates a Project Based Voucher ("PBV") Program under which PHA provides project based housing choice vouchers and enters into Housing Assistance Payments ("HAP") contracts with agencies and property owners throughout Philadelphia to provide rental assistance to eligible low-income households; and

WHEREAS, property owners who are awarded PBVs may maintain a site-based waitlist, if approved by PHA, and refer eligible applicants to PHA for approval, with tenants in PHA's PBV program generally paying 30% of their monthly income towards rent and utilities and PHA paying the remainder of the rent directly to the owner; and

WHEREAS, PHA's PBV portfolio consists of two thousand six hundred twenty-two (2,622) units and PHA wishes to award six (6) project based vouchers for the Philadelphia Chinatown Development Corporation ("PCDC") Winter Street Development; and

WHEREAS, PHA's Administrative Plan allows PHA to select proposals from owners for project based vouchers when the owner was previously selected under a competitive process, which could include a community development or supportive services program that requires competitive selection of proposals, as long as the awards did not involve any consideration that the project would receive PBV assistance; and

WHEREAS, PCDC was awarded the following two qualifying grants through a competitive process: 1) \$203,492 from the Pennsylvania Department of Community and Economic Development, Local Share Account – Philadelphia, awarded in October 2021; and 2) \$600,000 from the Pennsylvania Housing Finance Agency, Community Revitalization Fund Program, awarded in April 2022; and

WHEREAS, on April 11, 2023, PCDC submitted a proposal to PHA under the -described housing in the Chinatown neighborhood for its vulnerable population and the requested project based vouchers from PHA will allow the development to maintain rents at an affordable range for local residents in the neighborhood, consistent with PHA's mission;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to award six (6) project-based vouchers to Philadelphia Chinatown Development Corporation, as set forth above and subject to the availability of funds therefor, and take all necessary and appropriate actions related to the award of the vouchers.

I hereby certify that this was
APPROVED BY THE BOARD ON 7/20/2023
[Signature]
ATTORNEY FOR PHA