

**THE PHILADELPHIA HOUSING AUTHORITY  
MEETING OF THE BOARD OF COMMISSIONERS  
2013 RIDGE AVE.  
PHILADELPHIA, PA 19121  
THURSDAY, OCTOBER 16, 2025  
AGENDA**

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- A. Call to Order** – Herbert E. Wetzel, Vice-Chair
- B. Remarks** – Kelvin A. Jeremiah, President & CEO
- C. Approval of the Minutes** of the Board Meeting held September 18, 2025 as distributed
- D. New Business**
  - 1. RESOLUTION AUTHORIZING A FINAL TASK ORDER AMENDMENT WITH DALE CORPORATION FOR CONSTRUCTION MANAGEMENT SERVICES FOR BLUMBERG 4A**  
  
Dave Walsh
  - 2. RESOLUTION AUTHORIZING CONTRACTS FOR REAL ESTATE BROKERAGE, APPRAISAL, MARKET ANALYSIS AND RELATED SERVICES WITH HIGGINS & WELCH REAL ESTATE, INC.; CBRE, INC.; GREENWOOD CRE; AND CLARENDON**  
  
Dave Walsh
  - 3. RESOLUTION AUTHORIZING BOND FINANCING NOT TO EXCEED SEVENTY MILLION DOLLARS (\$70,000,000) FOR THE WESTPARK BUILDING A AND WESTPARK BUILDING B PROJECTS**  
  
Laurence M. Redican
  - 4. RESOLUTION AUTHORIZING INSURANCE CONTRACTS WITH VARIOUS INSURERS FOR A NUMBER OF TYPES OF INSURANCE**  
  
Andrew Kenis
  - 5. RESOLUTION AUTHORIZING ENTERING INTO HOUSING ASSISTANCE PAYMENT CONTRACTS AND ISSUANCE OF PROJECT-BASED VOUCHERS FOR SCATTERED SITE DISPOSITION**  
  
Bret Holden
- E. Public Comment Period**

## **RESOLUTION NO. 1**

### **RESOLUTION AUTHORIZING A FINAL TASK ORDER AMENDMENT WITH DALE CORPORATION FOR CONSTRUCTION MANAGEMENT SERVICES FOR BLUMBERG 4A**

**WHEREAS**, the Philadelphia Housing Authority (“PHA”) Board of Commissioners authorized a task order for Blumberg 4A – Demolition, Infrastructure and New Construction of fifty-eight (58) Enterprise Green Community Certified, Rental Assistance Demonstration (RAD) Units and Community Building, pursuant to Resolution No. 12112, approved on September 19, 2020; and

**WHEREAS**, that task order, number 004857B-001, was awarded by PHA to Dale Corporation on October 5, 2020, and was for the not-to-exceed amount of twenty-six million, two hundred seven thousand, seven hundred twenty-seven dollars (\$26,207,727); and

**WHEREAS**, on May 9, 2022, after thorough review of a modification request, PHA approved the modification amount of nine hundred eighty-nine thousand three hundred thirty-nine dollars (\$989,339), raising the total Guaranteed Maximum Price (“GMP”) task order amount to twenty-seven million, one hundred ninety-seven thousand, sixty-six dollars (\$27,197,066); and

**WHEREAS**, due to price escalations for plumbing and HVAC materials and overages on the CCTV and Controlled Access allowance, PHA has a further need to modify the contract in the amount of an additional one million, two hundred two thousand, one hundred ten dollars (\$1,202,110), which will raise the total modified amount to two million, one hundred ninety-one thousand, four hundred forty-nine dollars (\$2,191,449), requiring Board approval due to the modification total being over the CCP#10 limit of an additional one million dollars (\$1,000,000) modification threshold; and

**WHEREAS**, as noted above, pursuant to CPP#10, a modification to a contract must go before the Board for pre-approval when the modification or sum of all modifications will be in excess of one million dollars (\$1,000,000.00), regardless of percentage of contract value, or when the modification will exceed twenty percent (20%) of the contract value (or two hundred fifty thousand dollars (\$250,000), whichever is greater); and

**WHEREAS**, in order to finalize performance under the contract, Board authorization is sought for an increase of one million, two hundred two thousand, one hundred ten dollars (\$1,202,110), for a GMP task order amount of twenty-eight million, three hundred ninety-nine thousand, one hundred seventy-six dollars (\$28,399,176), from the current amount (original contract and existing modifications) of twenty-seven million, one hundred ninety-seven thousand, sixty-six dollars (\$27,197,066);

**BE IT RESOLVED**, that the Board of Commissioners hereby authorizes the President & CEO, or his authorized designee to amend PHA’s contract with Dale Corporation, as entered into with existing modifications, to have the contract GMP amount be increased to twenty-eight million, three hundred ninety-nine thousand, one hundred seventy-six dollars (\$28,399,176), as set forth above and subject to the availability of funds therefor.

## **RESOLUTION NO. 2**

### **RESOLUTION AUTHORIZING CONTRACTS FOR REAL ESTATE BROKERAGE, APPRAISAL, MARKET ANALYSIS AND RELATED SERVICES WITH HIGGINS & WELCH REAL ESTATE, INC.; CBRE, INC.; GREENWOOD CRE; AND CLARENDON**

**WHEREAS**, the Philadelphia Housing Authority ("PHA") has identified a need for real estate related 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 Higgins & Welch Real Estate, Inc.; CBRE, Inc.; Greenwood CRE; and Clarendon; and

**WHEREAS**, work is to be assigned to the 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 contract amount shall be based on the broker's commission fee for each purchase, sale or lease of commercial and residential properties; and

**WHEREAS**, it is recommended that the amount authorized by PHA to be collected by the broker from the sale or leasing of properties under the contract shall not exceed six percent (6%) of the sale price or leasing revenues, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is four hundred fifty thousand dollars (\$450,000) or six percent (6%) of the sale price or lease revenues for PHA properties; and
- 2) The not-to exceed aggregate amount for each of the three (3) one-year option periods is two hundred twenty-five thousand dollars (\$225,000) or six percent (6%) of the sale price or lease revenues for PHA properties;

**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 Higgins & Welch Real Estate, Inc.; CBRE, Inc.; Greenwood CRE; and Clarendon, subject to the availability of funds therefor, as set forth above, in a total aggregate amount not to exceed one million, one hundred twenty-five thousand dollars (\$1,125,000) or six percent (6%) of the sale price or leasing revenues of PHA properties, and to take all necessary actions, including the exercising of options, relating to such contracts.

### **RESOLUTION NO. 3**

#### **RESOLUTION AUTHORIZING BOND FINANCING NOT TO EXCEED SEVENTY MILLION DOLLARS (\$70,000,000) FOR THE WESTPARK BUILDING A AND WESTPARK BUILDING B PROJECTS**

**WHEREAS**, the Philadelphia Housing Authority (“PHA”) is a body corporate and politic created and organized under the provisions of the Pennsylvania Housing Authorities Law, Act No. 265 of the General Assembly of the Commonwealth of Pennsylvania, approved May 28, 1937 (P.L. 955), as amended and supplemented; and

**WHEREAS**, Westpark A LIHTC Tenant LLC (the “Series A Borrower”) and Westpark B LIHTC Tenant LLC (the “Series B Borrower” and together the Series A Borrower, the “Borrowers”) have requested PHA to issue notes, the proceeds of which will be used to finance a portion of (1) the cost of the acquisition and construction of a qualified residential rental project, which consists of seventy-three (73) units reserved for affordable housing within a multifamily housing facility to be known as Westpark Building A located at 4401 Holden Street in the City of Philadelphia and the costs of issuance associated therewith (the “Series A Project”), and (2) the cost of the acquisition and rehabilitation of a qualified residential rental project, which consists of seventy-six (76) units reserved for affordable housing within a multifamily housing facility to be known as Westpark Building B located at 4401 Holden Street in the City of Philadelphia and the costs of issuance associated therewith (the “Series B Project” and, together with the Series A Project, the “Projects”); and

**WHEREAS**, PHA desires to issue its obligations, the interest on which is exempt from federal income tax (each, a “Note” and together, the “Notes”), in an aggregate amount not to exceed seventy million dollars (\$70,000,000) in two or more series, and lend the proceeds thereof to the Series A Borrower and the Series B Borrower to finance the Series A Project and the Series B Project, respectively; and

**WHEREAS**, the Note for the Series A Project (the “Series A Note”) will be issued pursuant to a Funding Loan Agreement (the “Series A Funding Loan Agreement”), among PHA; M&T Bank, as funding lender; and a fiscal agent to be named by PHA (the “Fiscal Agent”); and PHA will loan the proceeds of the Series A Note to the Series A Borrower pursuant to a Borrower Loan Agreement (the “Series A Borrower Loan Agreement”), among PHA, the Series A Borrower, and the Fiscal Agent, with PHA’s obligation to repay the Series A Note being a limited obligation of PHA, payable solely from revenue received from the Series A Borrower under the Series A Borrower Loan Agreement; and

**WHEREAS**, the Note for the Series B Project (the “Series B Note”) will be issued pursuant to a Funding Loan Agreement (the “Series B Funding Loan Agreement”), among PHA; M&T Bank, as funding lender; and the Fiscal Agent, and PHA will loan the proceeds of the Series B Note to the Series B Borrower pursuant to a Borrower Loan Agreement (the “Series B Borrower Loan Agreement”), among PHA, the Series B Borrower and the Fiscal Agent, with PHA’s obligation to repay the Series B Note being a limited obligation of PHA, payable solely from revenue received from the Series B Borrower under the Series B Borrower Loan Agreement; and

**WHEREAS**, PHA desires to authorize and approve the taking of all action and the execution and delivery of all documents necessary to effectuate the transactions described in the preceding recitals and this Resolution;

**BE IT RESOLVED**, that the PHA Board of Commissioners (the "Board") approves the following:

(1) The Board hereby declares the Project to be desirable and an authorized undertaking of PHA and further authorizes and directs the President & Chief Executive Officer (the "CEO"), or his designee, to execute and deliver: (a) the Series A Note, the Series A Funding Loan Agreement, the Series A Borrower Loan Agreement and all other documents required to be executed in connection therewith, (b) the Series B Note, the Series B Funding Loan Agreement, the Series B Borrower Loan Agreement and all other documents required to be executed in connection therewith, and (c) all other documents and agreements necessary to enable PHA to issue and secure the Notes (collectively, the "Financing Documents");

(2) The Board hereby ratifies all actions of the CEO and his designees that were taken to comply with the Tax Equity and Fiscal Responsibility Act of 1986, as amended, which requires, among other things, that the Notes be approved by the Mayor of the City of Philadelphia after a public hearing following reasonable public notice;

(3) The sale of the Notes to the Funding Lender is hereby approved, provided that: (a) the aggregate principal amount of the Notes to be sold shall not exceed Seventy Million Dollars (\$70,000,000), (b) the Notes shall be sold at 100% of the principal amount thereof and (c) the final maturity date of the Notes shall not extend beyond December 1, 2065;

(4) The CEO or his designee is hereby authorized and directed to approve, execute, acknowledge and deliver, and is hereby authorized and directed to affix and attest the corporate seal of PHA, if required, to all Financing Documents to which PHA is a party, each of which shall be in the forms as counsel to PHA may advise and PHA's officers executing and delivering the same may approve, the approval of such officers to be conclusively evidenced by such execution and delivery;

(5) The CEO or his designee is hereby authorized and directed to take or approve the taking of such other actions as are necessary or appropriate in connection with the consummation of the transactions contemplated by this Resolution and by the Financing Documents;

(6) The Board hereby ratifies all prior actions of the CEO or his designee related to the Projects and the Notes; and

(7) In accordance with Treasury Reg. §1.150-2, PHA hereby declares its intention that a portion of the proceeds of the Notes may be used to reimburse itself or the Borrower for qualifying expenditures paid prior to the date of issuance of the Notes. All original expenditures to be reimbursed will be capital expenditures (as defined in Treasury Regulation Section 1.150-1(b) and other amounts permitted to be reimbursed pursuant to Treasury Regulation Sections 1.150-2(d)(3) and (f);

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately and that all prior resolutions or portions thereof inconsistent herewith are hereby repealed.

## **RESOLUTION NO. 4**

### **RESOLUTION AUTHORIZING INSURANCE CONTRACTS WITH VARIOUS INSURERS FOR A NUMBER OF TYPES OF INSURANCE**

**WHEREAS**, the Philadelphia Housing Authority ("PHA") has a continuing need for Vaux Property Insurance, Vaux Commercial General Liability Insurance, Vaux Cyber Liability Insurance, Vaux Umbrella Liability Insurance, Vaux Excess Liability Insurance; PHADC Directors and Officers & Employment Liability Practices Insurance; PAPMC Directors and Officers & Employment Liability Practices Insurance and Contractor's Pollution Insurance, and such policies deemed necessary by the President & CEO; and

**WHEREAS**, PHA entered into a contract with Conner Strong & Buckelew ("Conner Strong") on July 15, 2014, for the provision of qualified professional insurance brokerage and consulting services; and

**WHEREAS**, at PHA's request, Conner Strong has solicited insurance quotations from various insurers; and

**WHEREAS**, based on Conner Strong's recommendations, PHA reviewed and selected the policies and actions set forth on the attachment to this resolution, as providing appropriate coverage and being in the best interest of PHA; and

**WHEREAS**, each insurance policy has a deductible and PHA is required to pay up to the amount of the deductible for each claim on the policy and such deductible payments are not included in the premium amounts set forth herein: and

**WHEREAS**, it is recommended that the insurance contracts as set forth on the attachment to this resolution, be acquired in the total premium amount not to exceed four hundred forty-eight thousand, two hundred thirty-one dollars (\$448,231);

**BE IT RESOLVED**, that the President & CEO or his authorized designee is hereby authorized to execute insurance contracts with various insurers, as procured by Conner Strong for insurance, including Vaux Property Insurance, Vaux Commercial General Liability Insurance, Vaux Cyber Liability Insurance, Vaux Umbrella Liability Insurance, Vaux Excess Liability Insurance, PHADC Directors and Officers & Employment Liability Practices Insurance, PAPMC Directors and Officers & Employment Liability Practices Insurance, and Contractor's Pollution Insurance, as set forth in the attachment to this resolution, in a total amount not to exceed four hundred forty-eight thousand two hundred thirty-one dollars (\$448,231.00), and to expend any amounts required to be paid as deductibles and fees under the policies, subject to availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts.

*ATTACHMENT TO RESOLUTION REGARDING INSURANCE CONTRACTS*

<b>COVERAGE</b>	<b>INSURER</b>	<b>2024 PREMIUM</b>	<b>NEW 2025 PREMIUM</b>
Vaux Commercial Property	RSUI	\$76,756	\$86,795
Vaux General Liability	RSUI	\$21,304	\$23,170
Vaux Cyber Liability	RSUI	\$58	\$58
Vaux Umbrella Liability	RSUI	\$3,259	\$3,588
Vaux Excess Liability	RSUI	\$27,977	\$31,528
PHADC Directors and Officers & Employment Liability Practices	RSUI	\$27,080	\$23,010
PAPMC Directors and Officers & Employment Liability Practices	RSUI	\$12,890	\$11,460
Contractor's Pollution	Vantage Risk	\$247,920	\$268,622
<b>TOTAL</b>		<b>\$417,244</b>	<b>\$448,231</b>

Note: Conner Strong & Buckelew is the broker for all of the above policies. Premium payments are made to them.

## **RESOLUTION NO. 5**

### **RESOLUTION AUTHORIZING ENTERING INTO HOUSING ASSISTANCE PAYMENT CONTRACTS AND ISSUANCE OF PROJECT-BASED VOUCHERS FOR SCATTERED SITE DISPOSITION**

**WHEREAS**, the Philadelphia Housing Authority (“PHA”) is repositioning approximately three thousand, six hundred (3,600) scattered site public housing units (“Scattered Site Portfolio”) through Section 18 Disposition to an affiliated entity formed under the Philadelphia Housing Authority Development Corporation (“PHADC”); and

**WHEREAS**, the Board of Commissioners previously approved the repositioning of the Scattered Site Portfolio on June 20, 2024 via Resolution No. 12359; and

**WHEREAS**, the Scattered Site portfolio is divided into AMPS 1 – 10 and are submitted under Section 18 to the U.S. Department of Housing and Urban Development’s (“HUD”) Special Applications Center (“SAC”) by AMP; and

**WHEREAS**, once PHA receives SAC approval then an application for tenant protection vouchers (“TPVs”) is submitted to HUD; and

**WHEREAS**, the majority of the units in the Scattered Site Portfolio are eligible for TPVs but a very small number of units may be determined to be ineligible due to vacancy; and

**WHEREAS**, in order to ensure that the entire Scattered Site portfolio is converted to the Section 8 funding platform, PHA proposes to convert tenant-based vouchers from its existing inventory to PBV assistance and enter into Housing Assistance Payment (“HAP”) contracts with the PHADC owner entity, PHADC Scattered Sites LLC, to facilitate PBV conversion and ensure long-term affordability; and

**WHEREAS**, all units receiving PBV assistance under this resolution shall be subject to PHA’s PBV program requirements, including environmental review approval and Housing Quality Standards (“HQS”) inspections; and

**WHEREAS**, these actions support PHA’s asset repositioning strategy and commitment to preserving affordable housing in Philadelphia;

**BE IT RESOLVED**, that the Board of Commissioners hereby authorizes PHA to enter into HAP contracts with PHADC Scattered Sites LLC for the Scattered Site Portfolio, to provide project-based assistance to any unit that is determined to be ineligible for a TPV, subject to the availability of funds therefor, and all PBV-assisted units shall comply with applicable environmental and HQS requirements.