



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

The regularly-scheduled meeting of the Philadelphia Housing Authority (“PHA”) Board of Commissioners was brought to order at approximately 3:10 p.m. by the Chair, Lynette Brown-Sow. In addition to the Chair, Vice-Chair Wetzel and Commissioners Callahan, Camarda, Coney, Danzy, Eiding, Purnell and Wise were in attendance, as well as President & CEO Kelvin A. Jeremiah (“CEO Jeremiah”) and General Counsel and Board Secretary, Laurence M. Redican.

The Chair began the meeting asking for a moment of silence, then noted that this is the first meeting at this location and will be our meeting location until such time as PHA relocates to its new consolidated headquarters.

After CEO Jeremiah reviewed the public comment procedure, he noted: 1) that on February 22, 2018, PHA auctioned 123 scattered sites at a public auction, which netted close to \$10.2 million for PHA to use for creating low-income new housing opportunities; 2) in a competitive process, PHA has received a Choice Neighborhoods Initiative Planning Grant from HUD toward the redevelopment of Bartram Village and the surrounding neighborhood in Southwest Philadelphia, in the amount of \$1.3 million; 3) on April 13, 2018, PHA will celebrate the Grand Opening of fifty-five (55) beautiful new apartments at Strawberry Mansion, designed with high standards for sustainability and low-energy use; and 4) congratulations were offered to Commissioner Danzy for her nomination to the new School Board.

The Resident Spotlight recognition and Certificate were then presented to Johnson Homes’ resident Juan Griffin, better known as “Mr. Jimmy,” for his help with school children at Gideon Elementary School, where he often works extra hours, ensuring their safe and respectful environment. He received a round of applause and congratulations.

Dinesh Indala then presented the Employee of the Month Award and check to Madeline Rodriguez and Eileen Brehm, from Admissions, for their outstanding efforts and results in orchestrating a smooth and seamless relocation of residents for the Norris Apartments renovations. They were congratulated for a great result.

The Chair inquired whether there were any corrections or amendments to the minutes of the Board Meeting of February 15, 2018. Hearing none, the minutes were accepted as submitted.

Five resolutions were presented and unanimously approved.

Resolution 11983, attached in Appendix 1, was presented by Dave Walsh, Executive Vice President – Supply Chain Management (“EVP-SCM”), to authorize PHA to contract with Compassionate Caretakers Training and Education Center for CNA training for PHA residents, with the total amount to be expended under the contract not to exceed eight hundred three thousand six hundred sixty-one dollars (\$803,661.00). Commissioner Coney, Chair of the Resident Services Committee that reviewed the resolution, moved for its adoption. Following a second, she noted that the committee had met, discussed and recommended the resolution for approval. After further discussion and there being no public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution 11984, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to authorize acceleration of contract options for the small General Contractor contracts for maintenance-related services, to remove the yearly limitation on the contract expenditure amounts so that approximately two hundred twenty-two (222) units can be rehabilitated and made available as soon as possible. Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. After the motion was seconded, Commissioner Eiding, a member of the Finance Committee, noted that the committee recommended its adoption. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution 11985, attached in Appendix 1, was presented by Dave Walsh, EVP-SCM, to continue for the authorization for PHA to enter into various contracts under state and federal cooperative purchasing agreements and other programs for an additional one (1) year, with contract terms not to exceed five (5) years, for a total not-to-exceed aggregate amount of twenty-four million seven hundred fifty thousand dollars (\$24,750,000.00), and with a continuation of the quarterly Board reporting requirement. Commissioner Callahan, as Chair of the Finance Committee that reviewed the resolution, moved for its approval. The motion was seconded, there was no discussion or public comment, for which an opportunity was provided, and it was unanimously approved.

Resolution No. 11986, attached in Appendix 1, was presented by Nicholas Dema, Executive Vice President – Planning and Development (“EVP-P&D”) to authorize PHA to submit a disposition application to the U.S. Department of Housing and Urban Development (“HUD”), to convey a vacant property at 1609 Ogden Street at fair market value. Commissioner Wetzel, as Chair of the Policy & Planning Committee that reviewed the resolution, moved for its approval. After the motion was seconded, he noted that the committee had reviewed the resolution, considered it a fair resolution for the situation, and recommended approval. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

Resolution No. 11987, attached in Appendix 1, was presented by Nicholas Dema, EVP-P&D, to authorize PHA to submit a disposition application HUD to convey four (4) vacant lots located at 2030, 2031, and 2043 Diamond St. and 2031 North 22nd to the City of Philadelphia for nominal consideration, as part of a condemnation being done by the City for the public purpose of constructing a municipal building for Police District use. Commissioner Wetzel, as Chair of the Policy & Planning Committee that reviewed the resolution, moved for its approval. After the motion was seconded, he noted that the committee had reviewed the resolution, believed the intended use was one that was needed, and the committee recommended approval. Commissioner Coney asked that the residents in the neighborhood be informed of what was to happen and CEO Jeremiah said that he and the local elected officials would ensure that this was done. There being no further discussion or public comment, for which an opportunity was provided, the motion was unanimously approved.

The public comment period began at approximately 3:35 p.m., with Jennifer Benneteh commenting on her issues with PHAPD, after which a motion to adjourn was made at 3:40 p.m., seconded, unanimously approved and the meeting was concluded.

Respectfully submitted,



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, MARCH 15, 2018, at 3 p.m.
AGENDA

- A. **Call to Order** Lynette M. Brown-Sow, Chair of the Board of Commissioners
The Philadelphia Housing Authority Board of Commissioners
- B. **Remarks** Lynette M. Brown-Sow, Chair of the Board of Commissioners
Kelvin A. Jeremiah, President & CEO
- C. **Approval of Minutes** of the Board Meeting held February 15, 2018, as distributed.
- D. **New Business**
1. **RESOLUTION AUTHORIZING A CONTRACT WITH COMPASSIONATE CARETAKERS TRAINING AND EDUCATION CENTER FOR CNA CAREER TRAINING SERVICES PROGRAM**

Dave Walsh
 2. **RESOLUTION AUTHORIZING CONTRACT AMENDMENTS FOR SMALL GENERAL CONTRACTOR SERVICES FOR MAINTENANCE-RELATED WORK WITH TOWNES MECHANICAL CONTRACTORS; DKJ CONSTRUCTION, INC.; W & W CONTRACTORS, INC.; VELLNIECE CONSTRUCTION; SMITH CONSTRUCTION; CLARK ROOFING & CARPENTRY COMPANY, INC.; CROMEDY CONSTRUCTION CORPORATION; MILESTONE CONSTRUCTION; AND C.P.R. PLUMBING INC.**

Dave Walsh
 3. **RESOLUTION TO CONCLUDE AND TO EXECUTE VARIOUS CONTRACTS UNDER FEDERAL AND STATE COOPERATIVE PURCHASING AND SIMILAR PROGRAMS**

Dave Walsh
 4. **RESOLUTION AUTHORIZING THE SUBMISSION OF A DISPOSITION APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN CONNECTION WITH THE SALE OF 1609 OGDEN STREET**

Nicholas Dema
 5. **RESOLUTION AUTHORIZING THE SUBMISSION OF A DISPOSITION APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN CONNECTION WITH THE TRANSFER OF 2030, 2031, AND 2043 DIAMOND STREET AND 2031 NORTH 22ND STREET TO THE CITY OF PHILADELPHIA**

Nicholas Dema

E. **Public Comment Period**

RESOLUTION NO. 11983

RESOLUTION AUTHORIZING A CONTRACT WITH COMPASSIONATE CARETAKERS TRAINING AND EDUCATION CENTER FOR THE CNA CAREER TRAINING SERVICES PROGRAM

WHEREAS, the Philadelphia Housing Authority (“PHA”) has identified a need for a career training services-CNA program and a Request for Proposal was developed for the selection of a company 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;

WHEREAS, based upon the consensus recommendation of the evaluation committee and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that a contract be awarded to Compassionate Caretakers Training and Education Center; and

WHEREAS, work is to be assigned to the awardee 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 this contract; and

WHEREAS, the contract is structured to be cost-effective and reward results by paying up to 25% for attendance, 50% for graduation and certification, and 25% for job placement (payments are scaled based upon percentages of success at each stage); and

WHEREAS, it is recommended that the amount to be expended under the contract shall not exceed eight hundred three thousand six hundred sixty-one dollars (\$803,661.00) with a three-year base period and two (2) one-year option periods, as follows:

- 1) The not-to-exceed amount for the three-year base period is four hundred eighty-two thousand one hundred ninety-seven dollars (\$482,197.00);
- 2) The not-to exceed amount for the first one-year option period is one hundred sixty thousand seven hundred thirty-two dollars (\$160,732.00);
- 3) The not-to exceed amount for the second one-year option period is one hundred sixty thousand seven hundred thirty-two dollars (\$160,732.00);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Compassionate Caretakers Training and Education Center for a total amount not to exceed eight hundred three thousand six hundred sixty-one dollars (\$803,661.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract, including determining whether the options available under the contracts shall be exercised or accelerated.

RESOLUTION NO. 11984

RESOLUTION AUTHORIZING CONTRACT AMENDMENTS FOR SMALL GENERAL CONTRACTOR SERVICES FOR MAINTENANCE-RELATED WORK WITH TOWNES MECHANICAL CONTRACTORS; DKJ CONSTRUCTION, INC.; W & W CONTRACTORS, INC.; VELLNIECE CONSTRUCTION; SMITH CONSTRUCTION; CLARK ROOFING & CARPENTRY COMPANY, INC.; CROMEDY CONSTRUCTION CORPORATION; MILESTONE CONSTRUCTION; AND C.P.R. PLUMBING INC.

WHEREAS, the Philadelphia Housing Authority (“PHA”) has identified a need for small general contractor services and, by Resolution No. 11940, adopted on June 15, 2017, the Board of Commissioners therefore authorized the award of contracts to Townes Mechanical Contractors; DKJ Construction, Inc.; W & W Contractors, Inc.; VellNiece Construction; Smith Construction; Clark Roofing & Carpentry Company, Inc.; Cromedy Construction Corporation; Milestone Construction; and C.P.R. Plumbing Inc. (collectively, “Small GC Contractors”); and

WHEREAS, the contracts with the Small GC Contractors were for a two (2) year base period with three (3) one-year option periods, with the aggregate not-to-exceed amount if all options were exercised being ten million dollars (\$10,000,000.00), and


WHEREAS, Resolution No. 11940 provided for a limitation of expenditures for the two-year base year and each of the option year periods in the following not-to-exceed amounts: four million dollars (\$4,000,000.00) for the two-year base period and two million dollars (\$2,000,000.00) for each of the three (3) one-year option periods; and

WHEREAS, PHA has released work under these contracts for scattered sites vacant unit rehabilitations and the stabilization of the 2125 Ridge Ave building in the amount of two million two hundred fifty five thousand fifteen dollars and thirty five cents (\$2,255,015.35) from the allocated four million dollars (\$4,000,000.00) under base two (2) years; and

WHEREAS, PHA has a need to rehabilitate two hundred twenty two units (222), to bring back as available and create additional affordable housing opportunities, within an estimated budget of six million seven hundred fifty eight thousand seven hundred fifty dollars (\$6,758,750.00); and

WHEREAS, it would be in the best interest of PHA to have the financial flexibility to use the Small GC Contractors to address PHA’s small general contractor services for the aforementioned service needs and to therefore amend the contracts approved in Resolution No. 11940 to allow PHA to access the total aggregate amount of funding under the contract;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO, or his authorized designee(s) to amend PHA’s contracts with Townes Mechanical Contractors; DKJ Construction, Inc.; W & W Contractors, Inc.; VellNiece Construction; Smith Construction; Clark Roofing & Carpentry Company, Inc.; Cromedy Construction Corporation; Milestone Construction; and C.P.R. Plumbing Inc., as entered into, pursuant to Resolution No. 11940, to be for the same contract period and amount as previously authorized, but without any yearly limitation on the contract expenditure amount, so that the contracts, as commenced on August 1, 2017, may continue until such time as the not-to-exceed funding limit or the end of the contract terms is reached, as stated in Resolution 11940, subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts.

I hereby certify that this was
APPROVED BY THE BOARD ON 3/15/18

ATTORNEY FOR PHA

RESOLUTION NO. 11985

RESOLUTION TO CONCLUDE AND TO EXECUTE VARIOUS CONTRACTS UNDER FEDERAL AND STATE COOPERATIVE PURCHASING AND SIMILAR PROGRAMS

WHEREAS, the Philadelphia Housing Authority ("PHA") has passed seven (7) resolutions since November of 2010 that have continuously allowed PHA to benefit by entering into contracts with various governmental and private entities for the full range of goods and services available under Federal and State Cooperative purchasing and similar programs, with the most recent one being Resolution No. 11922 approved on March 16, 2017, for twenty-five million nine hundred eighty thousand dollars (\$25,980,000.00); and

WHEREAS, as noted in those resolutions, under certain circumstances, PHA is allowed to acquire and lease goods and services using the Federal Supply Schedules maintained by the U.S. General Services Administration, which are also referred to as the "GSA Schedules" and Multiple Award Schedules, and to acquire and lease goods and services using the Commonwealth of Pennsylvania's cooperative purchasing program administered by the Department of General Services Bureau of Procurement, also referred to as "COSTARS," and other government procurement collectives; and

WHEREAS, such Federal and State cooperative purchasing and similar programs offer competitively obtained and standardized prices, terms and conditions, enable acquisitions to be effected on a streamlined basis, and are consistent with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards applicable to procurement by public housing authorities (2 C.F.R. §200.318 (e)), under which public housing authorities are encouraged to enter into such agreements "[t]o foster greater economy and efficiency [and] to promote cost-effective use of shared services across the Federal government;" and the Pennsylvania Commonwealth Procurement Code, Act 57 of 1998, as amended, authorizes PHA to engage in cooperative purchasing with the Commonwealth through the use of statewide contracts and the COSTARS system; and

WHEREAS, Board Resolution No. 11922, adopted on March 16, 2017, provided one-year authorization for PHA to enter into such purchasing contracts under Federal, State or City cooperative purchase agreements, for terms not to exceed five (5) years and in an aggregate amount not to exceed twenty-five million nine hundred eighty thousand dollars (\$25,980,000.00); and

WHEREAS, PHA wishes to extend such authorization for another one-year period, from March 31, 2018 through March 31, 2019, with contract terms entered into pursuant to such extension not to exceed five (5) years, in a total aggregate annual amount not to exceed twenty-four million seven hundred fifty thousand dollars (\$24,750,000.00); and to continue the best practice of providing a quarterly report to the PHA Board of Commissioners as to all contracts entered into pursuant to this resolution where the base contract amount or any option exceeds one hundred thousand dollars (\$100,000.00), although this resolution would provide the requisite pre-approval for such contracting under Control Policy and Procedure #10, as amended;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to take all actions necessary to enter into contracts, for terms not-to-exceed five (5) years, under the Federal and State cooperative purchasing and similar programs, for a one-year period, from March 31, 2018 through March 31, 2019, in a total aggregate amount not to exceed twenty-four million seven hundred fifty thousand dollars (\$24,750,000.00), subject to the availability of funds therefor, and PHA shall provide a quarterly report to the Board of Directors as to all contracts entered into pursuant to this resolution where the base contract amount or any option exceeds one hundred thousand dollars (\$100,000.00).

RESOLUTION NO. 11986

RESOLUTION AUTHORIZING THE SUBMISSION OF A DISPOSITION APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN CONNECTION WITH THE SALE OF 1609 OGDEN STREET

WHEREAS, the Philadelphia Housing Authority ("PHA") is the owner of a vacant lot located at 1609 Ogden Street; and

WHEREAS, PHA also owns the property at 840 N 16th Street, which is leased to PHA residents; and


WHEREAS, Citi Properties, LLC is the owner of vacant lots located at 1605, 1607, and 1611 Ogden Street and it plans to develop these lots into residential housing; and

WHEREAS, the proposed new construction unit at 1605 Ogden Street has the right to build up to the rear wall of 840 N. 16th, which would block the rear windows of that PHA property; and

WHEREAS, PHA has negotiated an agreement with the owner of 1605 Ogden Street whereby PHA would convey 1609 Ogden Street at fair market value in exchange for an easement to provide a three (3) foot alley behind 840 N 16th Street; and

WHEREAS, the disposition of the Property is in the best interest of PHA, its residents, and the City of Philadelphia;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to submit a Disposition Application to the U.S. Department of Housing and Urban Development, as set forth above, and to take all necessary actions to carry out the provisions of this resolution to effectuate the conveyance.

I hereby certify that this was
APPROVED BY THE BOARD ON 3/15/18

ATTORNEY FOR PHA

RESOLUTION NO. 11987

RESOLUTION AUTHORIZING THE SUBMISSION OF A DISPOSITION APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT IN CONNECTION WITH THE TRANSFER OF 2030, 2031, AND 2043 DIAMOND STREET AND 2031 NORTH 22ND STREET TO THE CITY OF PHILADELPHIA

WHEREAS, the Philadelphia Housing Authority ("PHA") is the owner of a vacant lots located at 2030, 2031, and 2043 Diamond St. and 2031 North 22nd ("PHA Properties");


WHEREAS, The City of Philadelphia ("City") approved an Ordinance to acquire through condemnation approximately 50 parcels in the area bounded by Diamond Street, W. Norris Street and 21st and 22nd Streets for the public purpose of constructing a municipal building for Police District use; and

WHEREAS, The PHA Properties are located in the City's target acquisition area; and

WHEREAS, PHA consents to the acquisition of the PHA Properties through condemnation by the City and accepts nominal value as the just compensation; and

WHEREAS, the disposition of the Property is in the best interest of PHA, its residents, and the City of Philadelphia;

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to submit a Disposition Application to the U.S. Department of Housing and Urban Development, as set forth above, and to take all necessary actions to carry out the provisions of this resolution to effectuate the conveyance.

I hereby certify that this was
APPROVED BY THE BOARD ON 3/15/18

ATTORNEY FOR PHA