

June 23, 2008

The Regular Meeting of the Philadelphia Housing Authority Board of Commissioners for June 2008 was held on Monday, June 23, 2008 3:00 pm, at the Philadelphia Housing Authority, Multipurpose Room, 12 S. 23<sup>rd</sup> Street, Philadelphia, Pennsylvania.

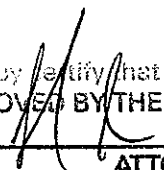
A quorum being present, Commissioner John F. Street, Chairman, called the meeting to order. Upon roll call, those present were as follows:

Present: Commissioner John F. Street, Chairman  
Commissioner Nellie W. Reynolds, Vice Chairman  
Commissioner/Councilwoman Jannie L. Blackwell  
Commissioner Debra L. Brady

Absent: Commissioner Patrick J. Eiding

Also Present: Carl R. Greene, Executive Director  
Shelley James

Commissioner John F. Street, Chairman, stated this was a recessed hearing originally scheduled for Thursday, June 19, 2008 and then called the meeting to order. With that he asked for comments from the Executive Director. Mr. Greene, PHA's Executive Director, advised the Commissioners that PHA was presenting four (4) Resolutions to be considered as PHA reached a consensus with the residents at the Pre-Board Meeting held last week. The next order of business was the approval of May 28, 2008 minutes. Commissioner Reynolds moved for the adoption of the minutes, for which Commissioner Blackwell seconded. The minutes were unanimously adopted. With that, Commissioner John F. Street, Chairman, presided over the remaining agenda.

I hereby certify that this was  
APPROVED BY THE BOARD ON 9-18-08  
  
\_\_\_\_\_  
ATTORNEY FOR PHA



Commissioner Reynolds moved for the adoption of the following Resolution, which motion was duly seconded by Commissioner/Councilwoman Jannie L. Blackwell;

**RESOLUTION NO. 11234**

**RESOLUTION APPROVING MINUTES OF THE REGULAR BOARD OF COMMISSIONERS MEETING HELD APRIL 17, 2008 AND THE SPECIAL BOARD OF COMMISSIONERS MEETING HELD ON APRIL 28, 2008.**

**BE IT RESOLVED**, that the minutes of the Board Meeting of the Philadelphia Housing Authority Regular Board Meeting held on April 17, 2008 and the Special Board Meeting held on April 28, 2008 copies of which have already been provided to the members, be the same are hereby ratified, confirmed and approved.

A vote being taken thereon, the "Ayes" and the "Nays" were as follows:

Present: Commissioner John F. Street, Chairman  
Commissioner Nellie W. Reynolds, Vice Chairman  
Commissioner/Councilwoman Jannie L. Blackwell  
Commissioner Debra L. Brady

Absent: Commissioner Patrick J. Eiding

Also Present: Carl R. Greene, Executive Director  
Shelley James

Commissioner John F. Street, Chairman thereupon declared the Resolution unanimously adopted.

Commissioner/Councilwoman Blackwell moved for the adoption of the following Resolution, which motion was duly seconded by Commissioner Reynolds;

**RESOLUTION NO. 11235**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SUBMIT THE MOVING TO WORK ("MTW") ANNUAL REPORT FOR MTW YEAR 7 (FISCAL YEAR ENDING MARCH 31, 2008) TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ("HUD")**

**WHEREAS**, PHA entered into a Moving To Work Demonstration (MTW) Agreement with the Department of Housing and Urban Development ("HUD") on April 1, 2001 and such Agreement provides that PHA prepare an Annual MTW Report, including a Consolidated Financial Report; and

**WHEREAS**, the MTW Agreement calls for suspension of current evaluation and reporting requirement due to the authority granted to PHA to depart from the standard program requirements; and

**WHEREAS**, as an alternate assessment protocol, HUD will assess PHA's performance on an annual basis by comparing at the end of PHA's fiscal year, its goals, as stated in its approved MTW Plan, to its actual performance, as stated in its Annual MTW Report.

**WHEREAS**, PHA will include in the Annual MTW Report all formats and elements as described in Attachment B of the MTW Agreement; and

**WHEREAS**, PHA has prepared Annual MTW Reports for MTW Year 7 (Fiscal Year ending March 31, 2008); and

**WHEREAS**, PHA is required to submit each Annual Report for Board approval within sixty days following the end of each fiscal year.

**THEREFORE, BE IT NOW RESOLVED** that the Board of Commissioners of the Philadelphia Housing Authority does hereby authorize the Executive Director to submit to HUD the PHA Annual MTW Reports for MTW Year 7 (Fiscal Year ending March 31, 2008).

A vote being taken thereon, the "Ayes" and the "Nays" were as follows:

Ayes:           Commissioner John F. Street, Chairman  
                  Commissioner Nellie W. Reynolds, Vice Chairman  
                  Commissioner/Councilwoman Jannie L. Blackwell  
                  Commissioner Debra Brady

Nays:           None

Commissioner John F. Street, Chairman thereupon declared the Resolution unanimously adopted.

Commissioner Brady moved for the adoption of the following Resolution, which motion was duly seconded by Commissioner Reynolds;

**RESOLUTION NO. 11236**

**RESOLUTION AUTHORIZING THE EXECUTION OF THE EXECUTIVE INCENTIVE PLAN (EIP) FOR DESIGNATED STAFF IN ACCORDANCE WITH RESOLUTION NO.10355, BASED ON THE TIMELY COMPLETION OF THE STRATEGIC OPERATING PLAN TASKS AND ACCEPTANCE OF THE 2008 ANNUAL ACCOMPLISHMENTS REPORT**

**WHEREAS**, the Philadelphia Housing Authority's Board of Commissioners approved the implementation of PHA's Strategic Operating Plan and the PHA's Executive Incentive Plan under resolution No. 10355, and authorized its implementation by the Executive Director on February 18, 1999; and

**WHEREAS**, the companion plans established the PHA's Executive Director and designated Staff as stakeholders in the success of the proposed Strategic Operating Plan, and authorized the subject staff's participation in an Executive Incentive Plan likewise tied to the achievement of key performance goals; and

**WHEREAS**, monthly and quarterly meetings and updates are made to the Strategic Operating Plan and an annual off-site retreat is held to plan, develop, and create new initiatives under the Strategic Operating Plan and

**WHEREAS**, PHA's Executive Director is eligible to earn a bonus of fifteen percent (15%) per year if PHA attains specific performance goals; and

**WHEREAS**, PHA's Assistant Executive Directors, General Counsel, Executive General Managers, General Managers, Assistant General Managers and other Executive Staff are eligible to earn a bonus if PHA attains specific performance goals, as determined by the Executive Director; and

**BE IT RESOLVED**, the PHA Board of Commissioners hereby approves the 2008 Accomplishments Report; and

**BE IT FURTHER RESOLVED**, that the PHA Board of Commissioners hereby approves payment of the bonus compensation for PHA's Executive Director and designated staff as set forth below; based on the timely and substantial completion of the Strategic Operating Plan, and other achievements outlined in the Annual Accomplishments Report:

A.	Executive Director	EX1
B.	Assistant Executive Directors	EX3
C.	General Counsel, Executive General Managers and General Managers	EX4
D.	Assistant General Managers and Other Executive Staff	EX5

**BE IT FURTHER RESOLVED**, that the Executive Incentive Plan will provide as follows:

The Executive Director, Assistant Executive Directors, General Counsel, Executive General Managers, General Managers, Assistant General Managers and other Executive Level Staff are deemed eligible to participate in the EIP.

Eligible employees must meet all goals and expectations established for their positions pursuant to the Strategic Operating Plan. Other factors for consideration include actions, which advance PHA's role and overall contributions to the mission of the PHA through superior performance of managerial duties.

For the Executive Director, this EIP bonus of 15% is approved by the PHA's Board of Commissioners through this resolution; for all other eligible employees, EIP bonuses must be recommended by the eligible employee's immediate supervisor and approved by the Executive Director.

A vote being taken thereon, the "Ayes" and the "Nays" were as follows:

Ayes:            Commissioner John F. Street, Chairman  
                  Commissioner Nellie W. Reynolds, Vice Chairman  
                  Commissioner/Councilwoman Jannie L. Blackwell  
                  Commissioner Debra Brady

Nays:            None

Commissioner John F. Street, Chairman thereupon declared the Resolution unanimously adopted.

Commissioner Reynolds moved for the adoption of the following Resolution, which motion was duly seconded by Commissioner/Councilwoman Blackwell;

**RESOLUTION NO. 11237**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO CONCLUDE AND TO EXECUTE A CONTRACT WITH FUJITEC AMERICA, INC. FOR PREVENTIVE MAINTENANCE AND ELEVATOR REPAIRS AT VARIOUS PHA LOCATIONS (SOLICITATION NO. P-003704)**

**WHEREAS**, The Philadelphia Housing Authority (PHA) identified a need for preventive maintenance and the repair(s) of elevator(s) at PHA locations assigned at the discretion of PHA; and

**WHEREAS**, Solicitation No. P-003704 was developed according to established procedures 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**, one (1) offeror responded to the solicitation by submitting a proposal as follows:

Fujitec America, Inc.

**WHEREAS**, these proposals were reviewed and rated by the Review Committee and the supporting documents were reviewed by the Contracting Officer; and

**WHEREAS**, based upon evaluation, it was recommended that a contract be awarded to Fujitec America, Inc; and

**WHEREAS**, it is further recommended that the contract, if awarded, shall be for a period of one (1) year in an amount not to exceed **FIVE HUNDRED FIFTY THOUSAND DOLLARS (\$550,000.00)**; and

**BE IT RESOLVED**, by and for The Philadelphia Housing Authority, that the Executive Director is hereby authorized to conclude and to execute a contract with Fujitec America, Inc. for the provision of elevator preventive maintenance and repair.

**BE IT FURTHER RESOLVED**, that (1) the recommended contractor comply with all terms required by the solicitation; (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 Executive Director; 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 Executive Director shall cease.

A vote being taken thereon, the "Ayes" and the "Nays" were as follows:

Ayes:            Commissioner John F. Street, Chairman  
                  Commissioner Nellie W. Reynolds, Vice Chairman  
                  Commissioner/Councilwoman Jannie L. Blackwell  
                  Commissioner Debra Brady

Nays:            None

Commissioner John F. Street, Chairman thereupon declared the Resolution unanimously adopted.

Commissioner/Councilwoman Blackwell moved for the adoption of the following Resolution, which motion was duly seconded by Commissioner Reynolds;

**RESOLUTION NO. 11238**

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO CONCLUDE AND TO EXECUTE A CONTRACT WITH W&W CONTRACTORS, INC. FOR GENERAL CLEANING OF VACANT RESIDENTIAL UNITS (SOLICITATION NO. P-003703)**

**WHEREAS**, The Philadelphia Housing Authority (PHA) identified a need for general cleaning of vacant residential units consisting of the following: efficiency, one (1) bedroom, two (2) bedroom, three (3) bedroom, four (4) bedroom, five (5) bedroom, and six (6) bedroom units; and

**WHEREAS**, Solicitation No. P-003703 was developed according to established procedures 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:

- Premier Cleaning Services, Inc.
- Professional Cleanout Services, Inc.
- SKKG Associates, Inc.
- Tradot Janitorial & Painting Service, Inc.
- Urucorp Maintenance & Contractor, Inc.
- W&W Contractors, Inc.**

**WHEREAS**, these proposals were reviewed and rated by the Review Committee and the supporting documents were reviewed by the Contracting Officer; and

**WHEREAS**, multiple awards are authorized in accordance with the provisions of the solicitation; and

**WHEREAS**, based upon evaluation, it was recommended that a contract be awarded to W&W Contractors, Inc.; and

**WHEREAS**, it is further recommended that the contracts, if awarded, shall be for a base period of one (1) year with four (4) one-year options in the amount not to exceed **TWO MILLION DOLLARS (\$2,000,000.00)** or five (5) years, whichever comes first, to W&W Contractors, Inc.; and

**BE IT RESOLVED**, by and for The Philadelphia Housing Authority, that the Executive Director is hereby authorized to conclude and to execute a contract with W&W Contractors, Inc. for the provision of general cleanout services for vacant residential units.

**BE IT FURTHER RESOLVED**, that (1) the recommended contractor comply with all terms required by the solicitation; (2) the contract is subject to approval by PHA's funding source before the contract shall exist; (3) no contract shall exist until signed by the Executive Director; 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 Executive Director shall cease.

A vote being taken thereon, the "Ayes" and the "Nays" were as follows:

Ayes:            Commissioner John F. Street, Chairman  
                  Commissioner Nellie W. Reynolds, Vice Chairman  
                  Commissioner/Councilwoman Jannie L. Blackwell  
                  Commissioner Debra Brady

Nays:            None

Commissioner John F. Street, Chairman thereupon declared the Resolution unanimously adopted.





The resolutions were adopted. With that, Commissioner John F. Street, Chairman opened the meeting for public comments. With no public comments being heard, Commissioner John F. Street, Chairman adjourned the meeting. (Copies of the actual transcript will be provided upon written request).