

NEW YORK CITY HOUSING AUTHORITY

THREE-THOUSAND ONE HUNDRED AND EIGHTEENTH MEETING

Minutes of Board Meeting

Wednesday, October 25, 2017

The meeting was held at the office of the Authority, 250 Broadway, New York City. A Quorum being present, the Chair called the meeting to order.

Present: Shola Olatoye, Chair
Derrick D. Cephas, Vice-Chair
Jacqueline Arroyo, Member
Zaire Dinzey-Flores, Member
Victor A. Gonzalez, Member
Nnenna Lynch, Member
Jacqueline Young, Member
Michael P. Kelly, General Manager
Vilma Huertas, Corporate Secretary

NEW YORK CITY HOUSING AUTHORITY
Office of the Corporate Secretary

Minutes
Regular Meeting
Wednesday, October 25, 2017

I. Authority Minutes

Adoption of Minutes of Regular Meeting, Wednesday, September 27, 2017

APPROVED

II. Chair's Report

III. General Manager's Report

IV. Authority Calendar

Calendar of Regular Meeting, Wednesday, October 25, 2017

1. Authorization to Increase the Not-To-Exceed Amount of the Requirement Contract for Survey, Inspection, Testing, Repair and Alterations to Fire Alarm Systems

Location:	Various (Bronx South)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$321,092.05
Projected Section 3 Hires:	N/A

Authorization is requested to approve this increase in the not-to-exceed amount of this requirement contract with American Security Operating Company, LLC for survey, inspection, testing, repair and alterations to fire alarm systems, by 50% as permitted by the original requirement contract, which did not require initial Board approval for an initial two-year term with one (1) one-year renewal option, in order to fund the continued provision of services during the remainder of the one-year renewal option, which commenced on March 26, 2017 and is continuing through March 25, 2018.

APPROVED

N/A = NOT APPLICABLE

APPROVED = UNANIMOUS

2 Authorization to Increase the Not-To-Exceed Amount of the Requirement Contract for Survey, Inspection, Testing, Repair and Alterations to Fire Alarm Systems

Location:	Various (Queens)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$300,947.02
Projected Section 3 Hires:	N/A

Authorization is requested to approve this increase in the not-to-exceed amount of this requirement contract with American Security Operating Company, LLC for survey, inspection, testing, repair and alterations to fire alarm systems, by 50% as permitted by the original requirement contract, which did not require initial Board approval for an initial two-year term with one (1) one-year renewal option, in order to fund the continued provision of services during the remainder of the one-year renewal option, which commenced on March 26, 2017 and is continuing through March 25, 2018.

APPROVED

3 Authorization to Ratify an Increase to the Not-To-Exceed Amount of the Requirement Contract for Tree Pruning for Closed Circuit Television Camera Locations

Location:	Various (Manhattan)
Administering Department:	Operations Support Services – Maintenance Repairs & Skilled Trades
Funding Source:	Operating – Federal
Amount:	\$157,475.00
Projected Section 3 Hires:	N/A

Authorization is requested to ratify this increase in the not-to-exceed amount of this requirement contract with Trees 'R' Us, Inc. for tree pruning for closed circuit television camera locations, by 50% as permitted by the original requirement contract, which did not require initial Board approval for an initial two-year term with one (1) one-year renewal option, in order to fund the continued provision of services during the remainder of the initial two-year term, which commenced on February 15, 2017 and is continuing through February 14, 2019.

APPROVED

4 Authorization to Ratify an Increase in the Not-To-Exceed Amount of the Requirement Contract for Plumbing Services

Location:	Various (Brooklyn)
Administering Department:	Operations Support Services – Heating Management & Services
Funding Source:	Operating – Federal
Amount:	\$217,275.00
Projected Section 3 Hires:	N/A

Authorization is requested to ratify this increase in the not-to-exceed amount of this requirement contract with RJ Bruno Inc. for plumbing services, by 50% as permitted by the original requirement contract, which did not require initial Board approval for an initial two-year term with one (1) one-year renewal option, in order to fund the continued provision of services during the remainder of the initial two-year term, which commenced on May 19, 2016 and is continuing through May 18, 2018.

APPROVED

5 Award of a Requirement Contract for Three-Coat Paint System Modernization for Apartments

Location:	South Beach
Administering Department:	Operations Support Services – Maintenance Repairs & Skilled Trades
Funding Source:	Operating – Federal
Amount:	\$1,199,300.00
Projected Section 3 Hires:	4

Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, Bloom Construction, Inc., for the not-to-exceed amount. The first and second lowest bidders were deemed non-responsive for failure to submit the required bid bonds. This requirement contract also provides for a one (1) one-year renewal option to be exercised at the Authority's sole discretion.

APPROVED

6 Award of a Requirement Contract for Lead Contaminated Dust Cleaning

Location:	Various (Citywide)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$2,992,285.00
Projected Section 3 Hires:	1

Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, Alpha Environmental Services, Inc, for the not-to-exceed amount. This requirement contract also provides for a one (1) one-year renewal option to be exercised at the Authority's sole discretion.

APPROVED

7 Authorization to Increase the Not-To-Exceed Amount of the Requirement Contract for Lead-Based Paint X-Ray Fluorescence Inspection Services

Location:	Various (Citywide)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$88,548.25
Projected Section 3 Hires:	N/A

Authorization is requested to approve this increase in the not-to-exceed amount of this requirement contract with The ALC Group, LLC d/b/a ALC Environmental for lead-based paint X-ray fluorescence inspection services, by 50% as permitted by the original requirement contract, which did not require initial Board approval for an initial two-year term with one (1) one-year renewal option, in order to fund the continued provision of services during the remainder of the initial two-year term, which commenced on March 28, 2016 and is continuing through March 27, 2018.

APPROVED

8 Award of a Requirement Contract for Window Balance Accessories and Tools, Window Locks, Latches and Handles

Location:	Various (Citywide)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$216,110.97
Projected Section 3 Hires:	N/A

Authorization is requested to award this requirement contract to the sole responsive and responsible bidder, Barry Supply Co, for the not-to-exceed amount. There are no renewal options.

APPROVED

9 Rejection of All Bids for a Requirement Contract for Various Carbon Monoxide Detectors and Alarms

Location:	Various (Citywide)
Administering Department:	Operations
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

Rejection of all bids is recommended in the best interest of the Authority. This requirement contract will be re-bid.

APPROVED

10 Authorization to Amend the Agreement with SHI International Corp.

Location:	Various (Citywide)
Administering Department:	IT Business Solutions Technology
Funding Source:	Capital – Federal
Amount:	\$247,292.00
Projected Section 3 Hires:	N/A

Authorization is requested to amend the agreement with SHI International Corp. for 1,001 Interloc Mobile Informer Original Equipment Manufacturer ("OEM") software licenses with one (1) year of maintenance services, which did not require initial Board approval and as subsequently amended for an initial one-year term, to increase the not-to-exceed amount, in order to fund an additional: (i) 200 Interloc Mobile Informer OEM with IBM Maximo Enterprise Asset Management ("EAM") Express software licenses with one (1) year and eight (8) months of maintenance services; and, (ii) 300 Interloc Mobile Informer OEM software licenses with one (1) year and eight (8) months of maintenance services, commencing on October 30, 2017 and continuing through June 29, 2019, pursuant to the NYS Office of General Services Contract PT65193.

APPROVED

11 Authorization to Ratify an Amendment to the Agreement with Citibank, N.A.

Location:	Non-Development
Administering Department:	Finance – Financial Accounting and Reporting Services
Funding Source:	Operating – Federal
Amount:	\$642,000.00
Projected Section 3 Hires:	N/A

Authorization is requested to ratify an amendment to this agreement with Citibank, N.A. for monthly rent billing and remittance processing of rent payments, authorized by Board Resolution 11-3/16-1 and as subsequently amended for an initial three-year term with three (3) one-year renewal options, to increase the not-to-exceed amount, in order to fund the continued provision of services for an extended six-month period, which commenced on July 18, 2017 and is continuing through January 18, 2018.

APPROVED

12 Authorization to Enter into an Agreement with Wells Fargo Bank, N.A.

Location:	Non-Development
Administering Department:	Finance – Financial Accounting and Reporting Services
Funding Source:	Operating – Federal
Amount:	\$9,027,907.00
Projected Section 3 Hires:	N/A

Authorization is requested to enter into this agreement with Wells Fargo Bank, N.A. for monthly rent billing and remittance processing of rent payments and related services of the Authority's residential and commercial tenants, commencing on January 19, 2018 and continuing through January 18, 2023, or commencing on such other date as may be determined by the General Manager or the Executive Vice-President for Finance and continuing for five (5) years thereafter, which includes two (2) one-year renewal options to be exercised at the Authority's sole discretion, for the not-to-exceed amount.

APPROVED

13 Award of a Contract for Roof Replacement and Exterior Restoration Related to the Response to and Recovery from Hurricane Sandy

Location:	Surfside Gardens, O'Dwyer Gardens and Coney Island I (Site 8)
Administering Department:	Capital Projects Division – Capital Projects
Funding Source:	Capital – Federal/FEMA/CDBG-DR & Insurance
Amount:	\$24,775,000.00
Projected Section 3 Hires:	5

Authorization is requested to award this contract to the lowest responsive and responsible bidder, J & N Construction Group Corp.

APPROVED

14 Award of a Contract for Bulkhead Masonry and Roofing Replacement

Location:	Mitchel
Administering Department:	Capital Projects Division – Capital Projects
Funding Source:	Capital – Federal
Amount:	\$20,103,073.11
Projected Section 3 Hires:	10

Authorization is requested to award this contract to the lowest responsive and responsible bidder, P & K Contracting, Inc., for the not-to-exceed amount.

APPROVED

15 Authorization for a Change Order to Contract No. HE1123917 Awarded to Stevens Technical Services, Inc.

Location:	Lexington
Administering Department:	Capital Projects Division – Capital Projects
Funding Source:	Capital – EPC
Amount:	\$515,000.00
Projected Section 3 Hires:	N/A

Authorization is requested to approve a change order to this contract awarded to Stevens Technical Services, Inc. for the replacement of boilers, authorized by Board Resolution 12-4/11-1 and as subsequently amended for an initial 365-day term, in order to increase the amount by the negotiated amount, in order to fund the additional costs associated with the extended construction schedule.

APPROVED

- 16 Authorization to Ratify a Change Order to Contract No. HE1125547 Awarded to Stevens Technical Services, Inc.

Location:	Hope Gardens
Administering Department:	Capital Projects Division – Capital Projects
Funding Source:	Capital – EPC
Amount:	\$99,797.00
Projected Section 3 Hires:	N/A

Authorization is requested to ratify a change order to this contract awarded to Stevens Technical Services, Inc. for replacement of boilers, authorized by Board Resolution 12-4/11-2 and as subsequently amended for an initial 365-day term, to increase the amount by the negotiated amount, in order to fund the additional assigned work, which commenced on September 14, 2017 and is continuing through December 31, 2017.

APPROVED

- 17 Award of a Contract for Roofing and Railing Replacement and Rooftop Structure Repair

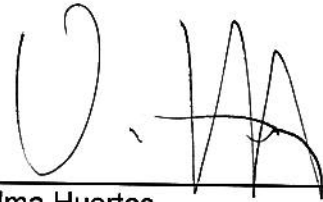
Location:	Saint Nicholas
Administering Department:	Capital Projects Division – Capital Projects
Funding Source:	Operating & Capital – Federal & City
Amount:	\$13,765,530.51
Projected Section 3 Hires:	7

Authorization is requested to award this contract to the lowest responsive and responsible bidder, Metropolitan Construction Corp.

APPROVED

- 18 Board Member Dinzey-Flores moved that the Members be authorized to meet in Executive Session today to discuss the Civil Investigative Demand.

APPROVED

A handwritten signature in black ink, appearing to read 'V. Huertas', written over a horizontal line.

Vilma Huertas
Corporate Secretary



NYCHA Board Calendar Meeting

Chair's Report

October 25, 2017



NextGeneration NYCHA Updates

I. Operate

- 5th Year Anniversary of Hurricane Sandy
- Handhelds Reach All Developments
- Mayor De Blasio Launches Solar Program

II. (Re)Build

- New 50/50 Site Announced at Cooper Park

III. Engage

- Harlem River Houses Celebrates 80-Year Anniversary
- Fund for Public Housing Launches Crowdfunding Portal, Announces Winners of Tech Pilot

IV. Other Updates

- NYCHA Journal Goes Online!
- Customer Service Week





Celebrating 5 Years After Sandy

33 NYCHA Developments damaged by Hurricane Sandy now receiving resiliency funding through FEMA

19 NYCHA Developments receiving new heating and hot water systems housed in elevated and flood proofed structures

210 Buildings to be powered by permanent, full-load generators in case of power outages



OPERATE

Handhelds for all Frontline Staff

- NYCHA achieves **digital milestone**
- **3,700 frontline staff** now equipped with handhelds
- **1,400,000 work orders** completed via handhelds since launch
- **New protocols** that ensure quality service





OPERATE

Mayor De Blasio Launches Solar Program

RFP issued for developers to install **solar power** at 14 NYCHA developments

This will provide access to **clean, low-cost** energy to NYCHA residents



Developments to receive solar installs by 2019:

- Queensbridge North
- Queensbridge South
- Taylor Street-Wythe Avenue
- Pomonok
- Beach 41st Street-Beach Channel Drive
- Coney Island Site 1B
- Carleton Manor
- Throggs Neck Addition
- New Lane Area
- South Beach
- Taft
- Polo Grounds Towers
- Wyckoff Gardens
- Gowanus



NextGen Neighborhoods Announced at Cooper Park



NextGen Neighborhoods Site at Cooper Park Houses (Left)

- Extensive **resident engagement** process to ensure input and community benefits
- **50% of revenue** to be **invested** back into **critical repairs** to Cooper Park
- Request for Proposals (RFP) to be released **Spring 2018**

Harlem River Houses Celebrates 80 Years



Harlem River Houses, built in 1937, was the first federally-funded public housing development built for African Americans in the United States

Fund for Public Housing Updates

Ideas Marketplace launched
as platform for sustainability projects



NYCHA Tech Pilot
winners announced



NYCHA Journal Goes Online!


The screenshot shows the homepage of 'The NYCHA JOURNAL'. At the top left is the NYCHA logo. The main title 'The NYCHA JOURNAL' is in large white letters on a dark blue background. Below this is a navigation bar with links for HOME, ARTICLES, EVENTS, PRINT ISSUES, and CONTACT US, along with a search bar. A 'TOP STORIES' section features several article thumbnails with titles like '2017 NYCHA-CUNY Scholars', 'A Survivor Finds Power in Her Voice', 'Domestic Violence Awareness Month', 'Planning Their Own Playground', and 'Floors Cleaned in a Snap!'. A 'FROM THE CHAIR' section features a post by Shola Olatoye, Chair & CEO, with a photo of her and a child. A large central image shows a group of young people standing in front of a colorful mural of flowers. Below this image is a 'YOUTH' tag and the title 'Pictures Worth a Thousand Words', followed by a paragraph about murals created by young people. To the right, there is a 'SOCIAL MEDIA' section with icons for Facebook, LinkedIn, Twitter, Instagram, and YouTube, and a 'Tweets by @NYCHA' section featuring a tweet about a business orientation. At the bottom right, there is a 'citi bike' advertisement for NYCHA residents.

Join the Conversation: nychajournal.nyc



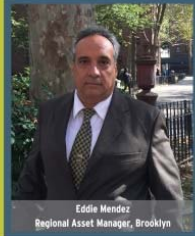
NYCHA Celebrates Customer Service Week

NYCHA Changemakers




Shavell Knox
Caretaker J, LaGuardia Houses

"I like when people have faith in me, trust me and know that I'm dependable. People depend on us. We show up and do what we have to do."




Eddie Mendez
Regional Asset Manager, Brooklyn

"I don't care if a resident makes \$1 or \$1700 a month – everybody deserves good, quality service. I tell my staff, 'you have to work like it's your home.'"




Christopher Sands
Superintendent, Pelham Parkway Houses

"To do great work, you have to love what you do. Running a development requires constant strategic and operational decisions, while always ensuring the customer comes first."



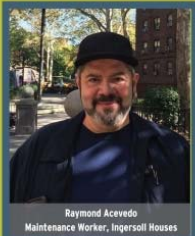
Makaba Price
Community Coordinator, Resident Engagement

"I work with residents daily. As long as you respect them, are courteous, and are as transparent as possible, you'll get that in return."




Sohaib Khan
Deputy Director, IT Infrastructure

"Teamwork is the most important feature – and you've gotta smile! It's okay to say you don't know the answer, but always ask, 'how can I help?'"




Raymond Acevedo
Maintenance Worker, Ingersoll Houses

"One band, one sound. We work as a team – superintendents teach maintenance workers, maintenance workers teach superintendents."



Putting NYCHA's core values to work: Safety, Collaboration, Respect.



OUR VISION FOR
NEXTGENERATION NYCHA
SAFE, SOUND AND CONNECTED COMMUNITIES

Choose the POSDA way!


Purpose
to make a decision or share information

Outcome
to provide details on a topic or create a deliverable

Stakeholders
the people who need to be there

Decision
the format of the meeting

Agenda
the content of the meeting



For more info visit [NYCHA Connect](#)

I am NextGeneration NYCHA



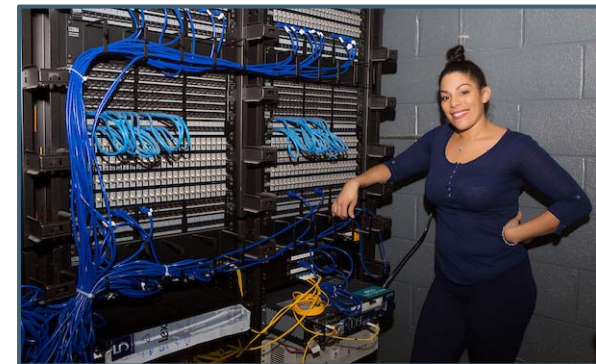
Safe



Clean



Connected





NYCHA Board Calendar Meeting

General Manager's Report

October 25, 2017



Agenda

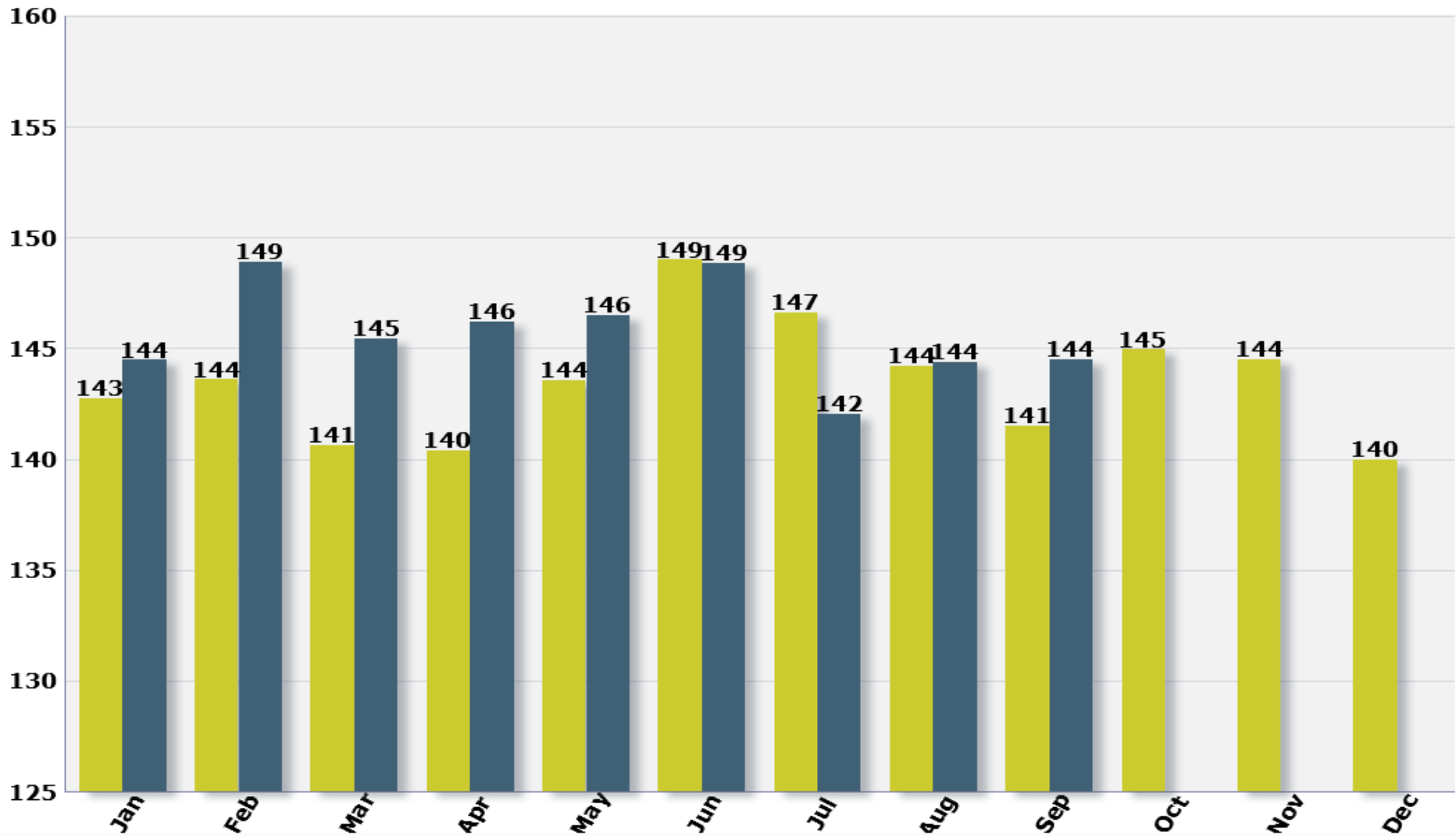
- NYCHA Key Performance Indicator (KPI) Report
- NextGeneration NYCHA Operations Updates
- Heating Season

Key Performance Indicator (KPI) Report

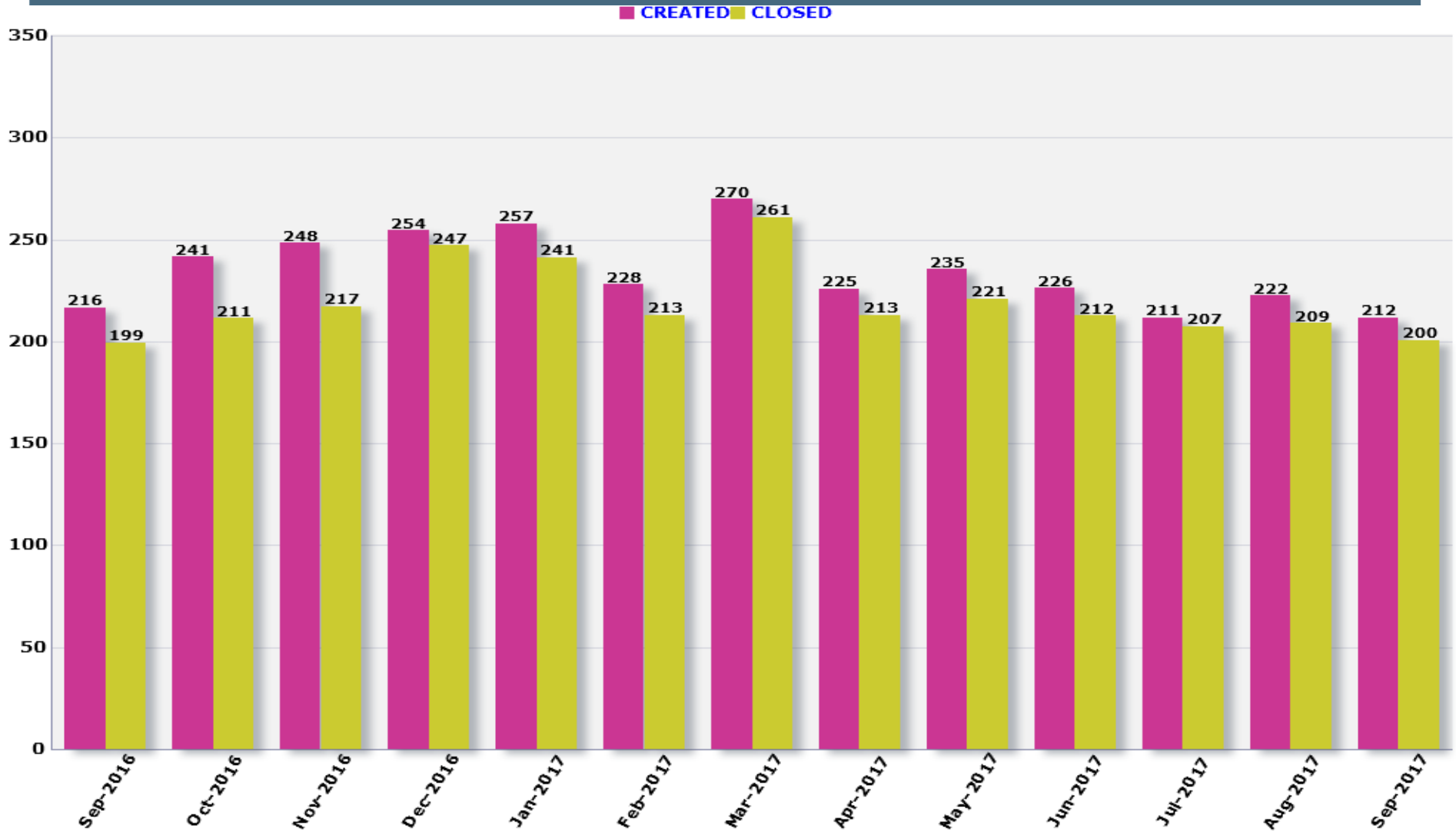
- ❑ The Key Performance Indicator (KPI) report tracks NYCHA's performance in three main areas:
 - Work Orders (Emergencies, Maintenance and Skilled Trades)
 - Vacancies (Apartment Turnaround Time)
 - Customer Satisfaction (Residents satisfied with repairs)

Open Work Orders (in thousands)

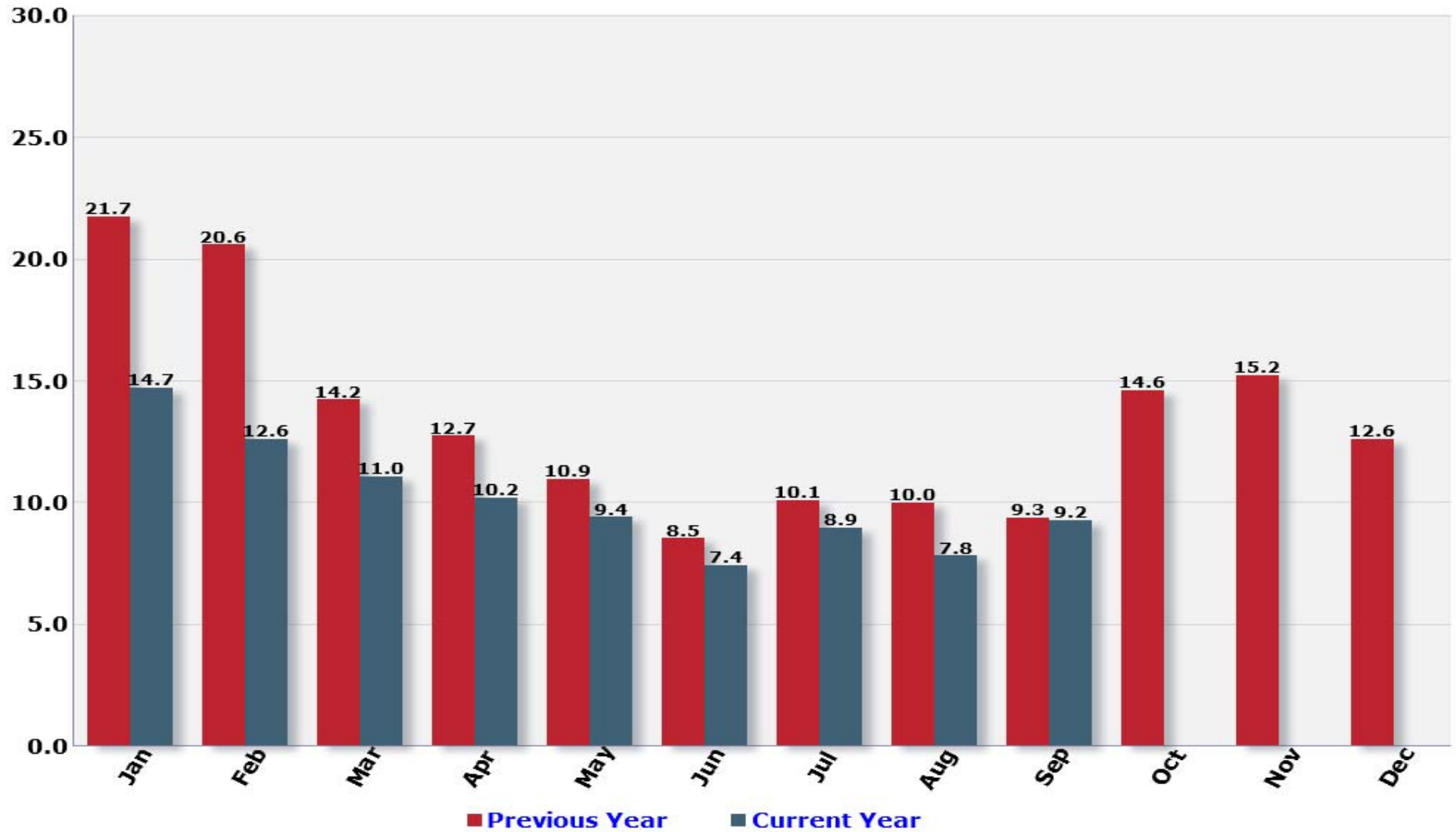
■ Previous Year ■ Current Year



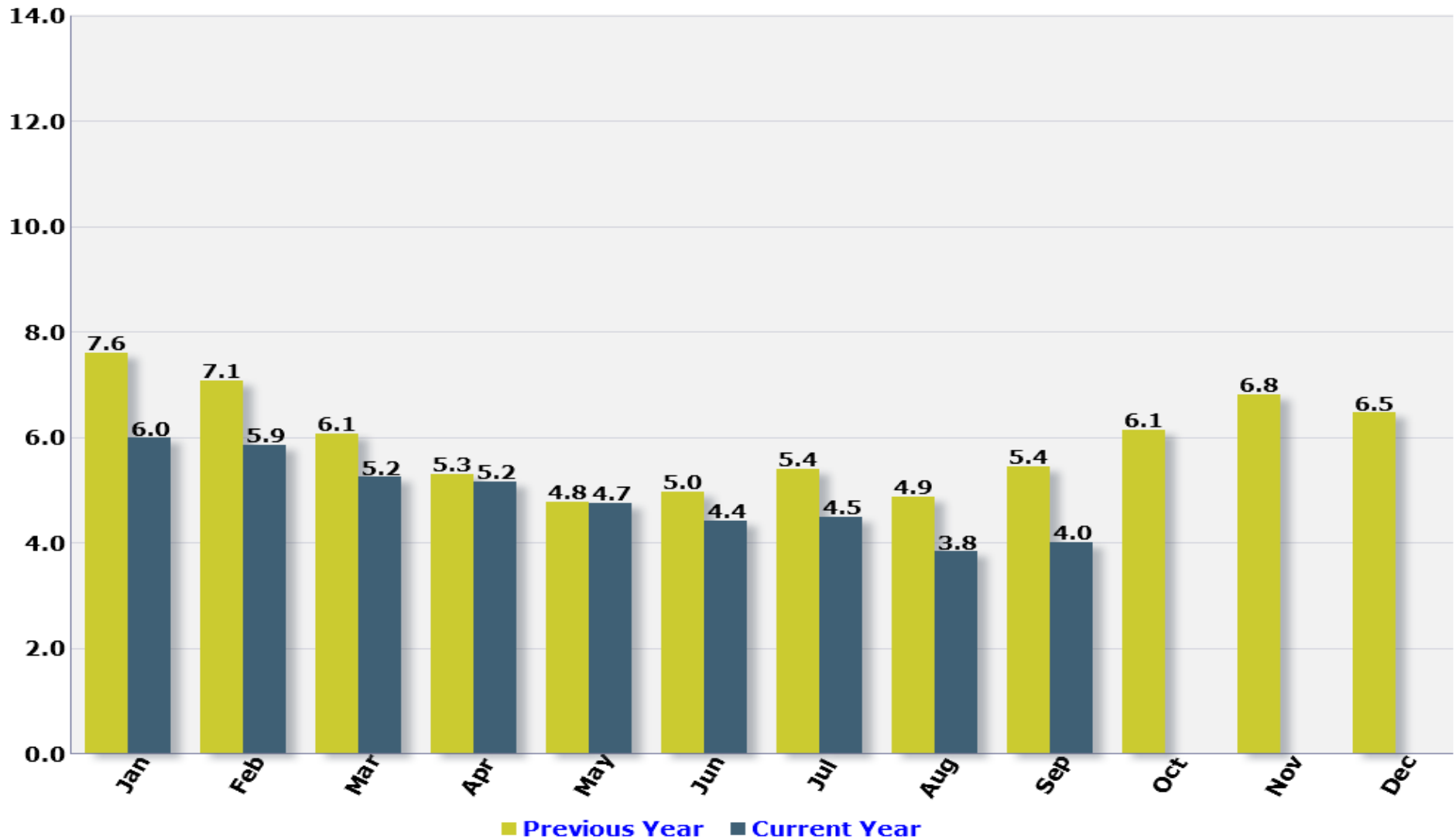
Work Orders Overview



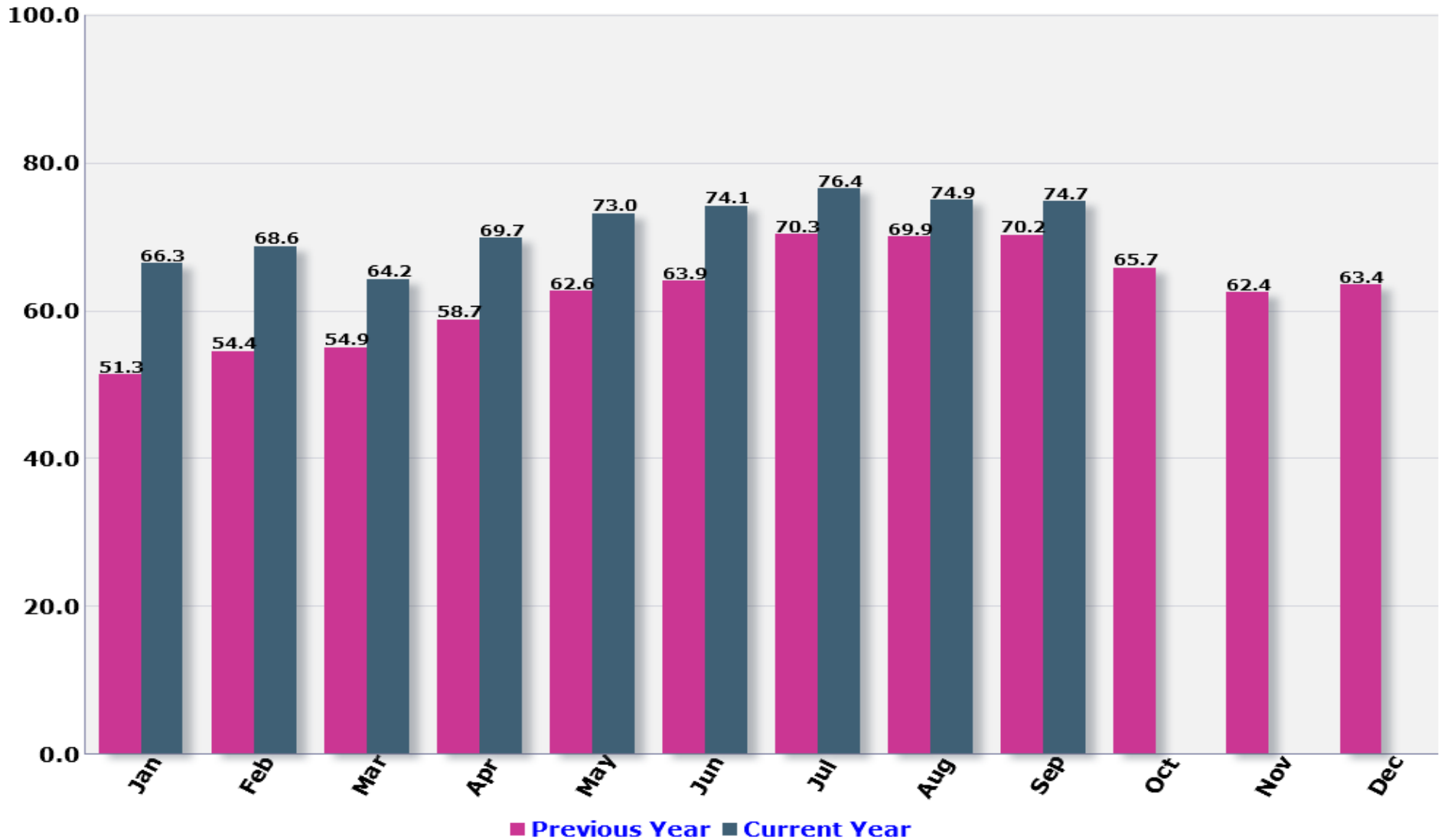
Emergency Work Orders (in Hours)



Maintenance Work Orders (in Days)

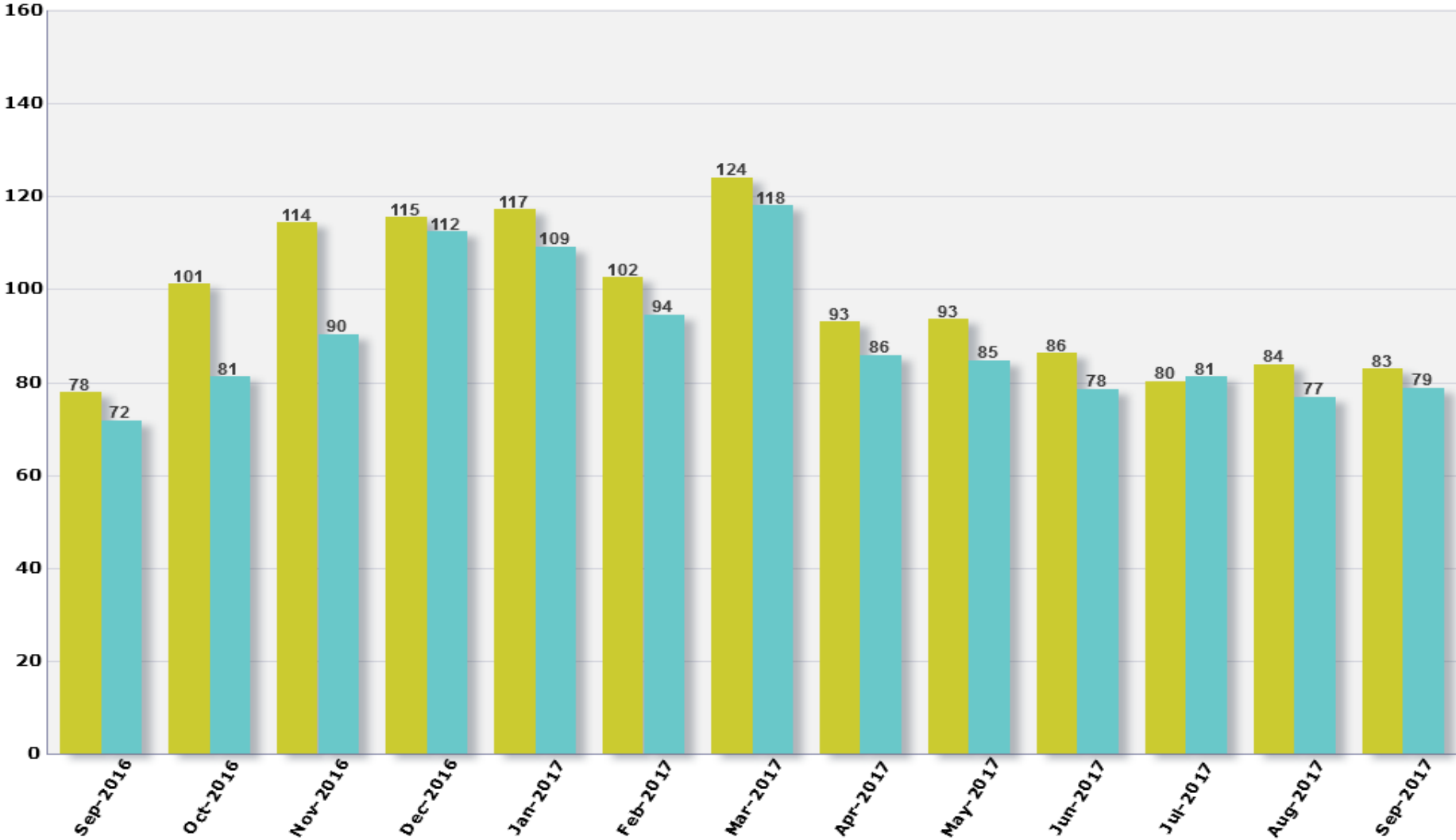


Skilled Trades Work Orders (in Days)

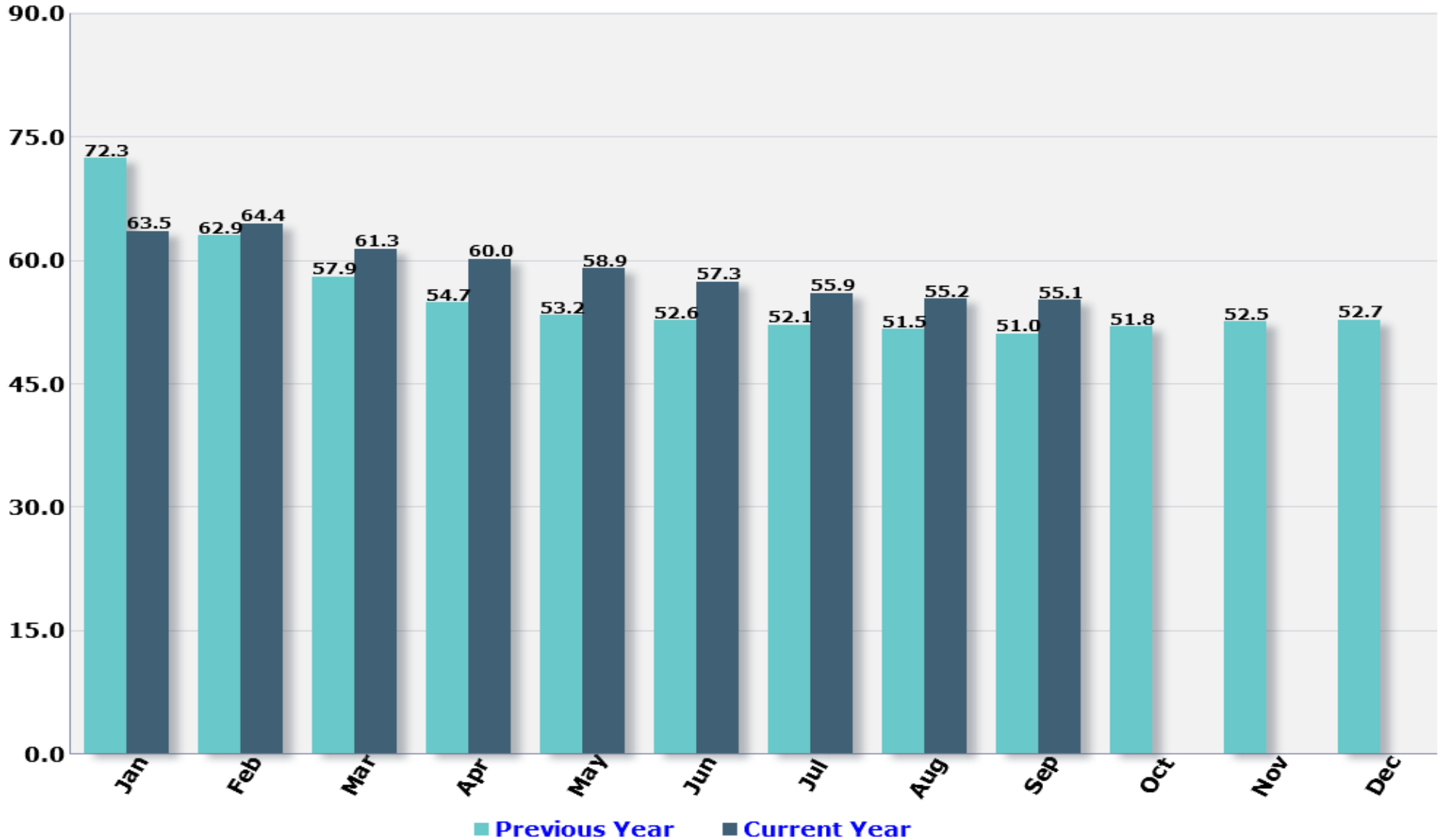


Skilled Trades Work Orders (in thousands)

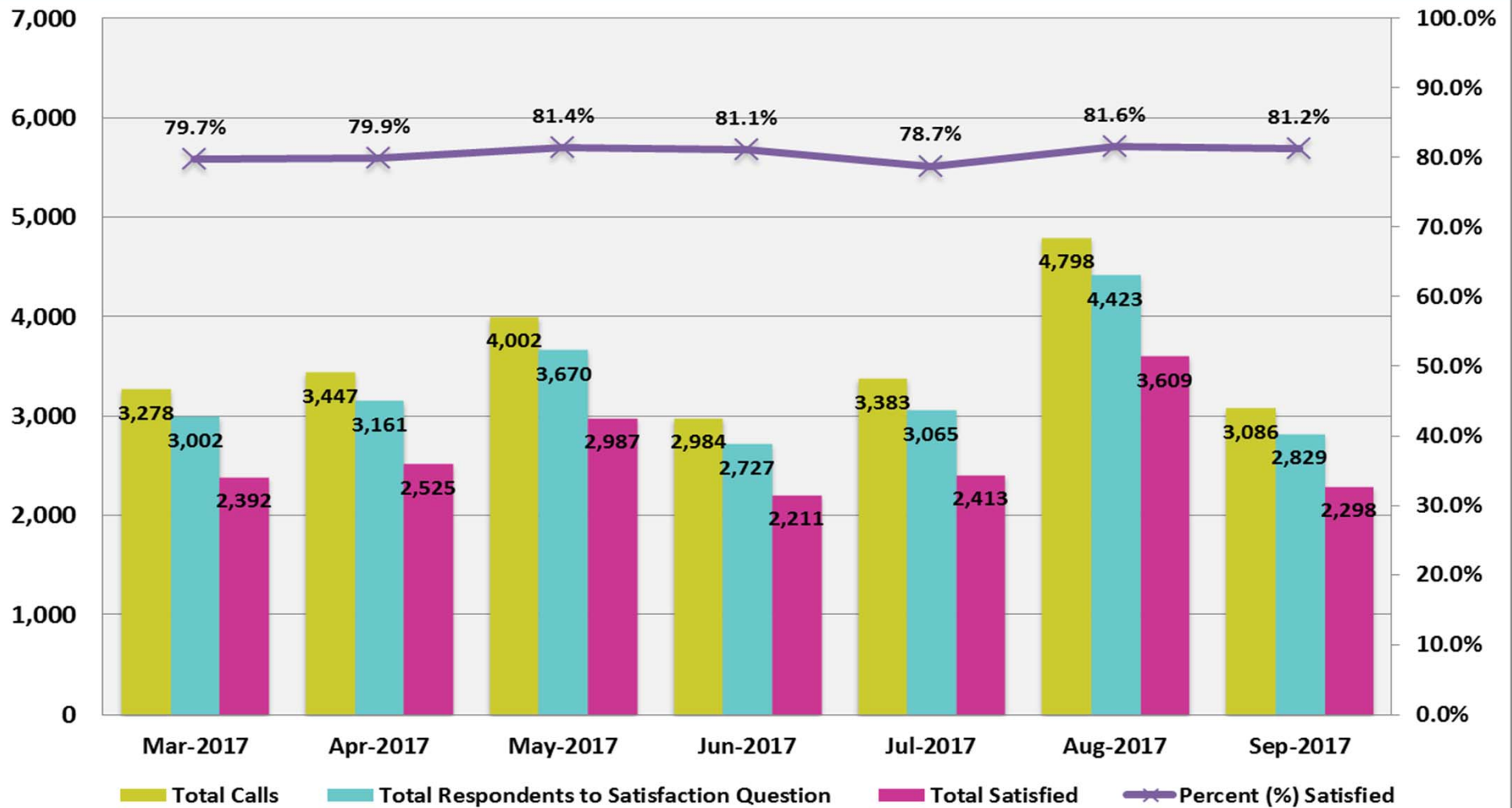
■ CREATED ■ CLOSED



Apartment Turnaround Time (in Days)



Customer Satisfaction



NextGeneration NYCHA Operations Update

- Floor Care Machines
- Language Access Pilot
- Annual Recertification Online

Floor Care Machines



Anthony Jones, Supervisor of Housing Caretakers at Mariner's Harbor, takes the Kaivac OmniFlex for a spin.

- NYCHA is purchasing six different types of machines for all consolidations to significantly reduce the time Caretakers spend on floorcare.
- All janitorial staff will be trained on how to use the machines by the end of the year.
- Training sessions are underway

“Using a mop and the way we assign staff tasks are outdated. I know that the machines work, and that they’re easier to use and more sanitary. This will be safer too, because staff can focus on their task.”
—Todt Hill Houses Supervisor of Housing Caretakers John Bennett

Language Access Pilot



- NYCHA launched a *Language Assistance Pilot* on September 22nd
- Property management will be connected to on-demand interpretation services, via the Language Assistance Hotline, to assist limited English LEP residents.
- The CCC will interpret calls in Spanish and Language Line, a third party vendor, will interpret calls in all other languages.

Annual Recertification



- All of NYCHA is now online with Annual Recertifications!
- Interim Recertifications will be available online (with a paper option) in December 2017.
- This means families will have the ability to report changes about their income or family composition online.
- In addition, NYCHA will have improved data on temporary household members.

Heating Season: October 1, 2017 – May 31, 2018

Amended Law:

6:00 AM – 10:00 PM

Outside < 55 degrees, then
Inside \geq 68 degrees

10:00 PM – 6:00 AM

Outside = No temp specified,
Inside \geq 62 degrees

THREE-THOUSAND ONE HUNDRED AND EIGHTEENTH MEETING

Wednesday, October 25, 2017

ADJOURNMENT

On Motion, without objection, the meeting was duly adjourned at 11:11 A.M.

A handwritten signature in black ink, appearing to be 'V. Huertas', written over a horizontal line.

Vilma Huertas
Corporate Secretary