

# NEW YORK CITY HOUSING AUTHORITY

## THREE-THOUSAND ONE HUNDRED AND NINTH MEETING

### Minutes of Board Meeting

Wednesday, December 21, 2016

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  
Beatrice Byrd, Member  
Derrick D. Cephas, Member  
Zaire Z. Dinzey-Flores, Member  
Victor A. Gonzalez, Member  
Willie Mae Lewis, Member  
Nnenna Lynch, Member  
Michael P. Kelly, General Manager  
Vilma Huertas, Corporate Secretary

***NEW YORK CITY HOUSING AUTHORITY***  
***Office of the Corporate Secretary***

***Minutes***  
***Regular Meeting***  
***Wednesday, December 21, 2016***

I. Authority Minutes

Adoption of Minutes of Regular Meeting, Wednesday, November 23, 2016

**APPROVED**

II. Chair's Report

III. General Manager's Report

IV. Authority Calendar

Calendar of Regular Meeting, Wednesday, December 21, 2016

1 Authorization to Award the Authority's Excess Workers' Compensation Insurance Program Policy, Including Employer's Liability Insurance Coverage

Location:	Non-Development
Administering Department:	Finance – Risk Finance
Funding Source:	Operating – WC Self-Insurance Funds
Amount:	\$4,454,663.00
Projected Section 3 Hires:	N/A

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Authorization is requested to award the Authority's Excess Workers' Compensation Insurance Program Policy, which provides excess insurance coverage over a \$2,000,000.00 self-insured retention and includes Employer's Liability Insurance coverage, to Safety National Casualty Corporation, for a three-year policy term, commencing on January 1, 2017 and continuing through December 31, 2019.

**APPROVED**

*N/A = NOT APPLICABLE*

*APPROVED = UNANIMOUS*

2 Authorization to Approve Investment Transactions

Location:	Non-Development
Administering Department:	Finance – Treasury Operations
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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Authorization is requested to approve the investment transactions that were performed by the Authority's Treasury Department for the Quarter Ended September 30, 2016, in accordance with the US Department of Housing and Urban Development Office of Public and Indian Housing Notice PIH 2002-13.

**APPROVED**

3 Authorization to Enter into an Agreement with NY Green Bank

Location:	Various (Brooklyn)
Administering Department:	Finance – Treasury Operations
Funding Source:	Operating – Federal
Amount:	\$11,490,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into an agreement with NY Green Bank, a division of New York State Energy Research and Development Authority, to obtain an unsecured line of credit of approximately \$11,000,000.00, for a total debt service amount not to exceed \$11,490,000.00, commencing on December 23, 2016 and continuing through December 22, 2017, or commencing on such other date as may be determined by the General Manager or the Executive Vice-President for Finance and continuing for twelve (12) months thereafter.

**APPROVED**

4 Authorization to Approve the Authority's Five-Year Capital Budget Plan for Calendar Years 2017-2021

Location:	Non-Development
Administering Department:	Finance – Budget & Financial Planning
Funding Source:	Capital – Federal, State, City & Private
Amount:	\$4,924,272,155.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve the Authority's Five-Year Capital Budget Plan for Calendar Years 2017-2021.

**APPROVED**

5 Authorization to Approve the Authority's Five-Year Operating Budget Plan for Calendar Years 2017-2021

Location:	Non-Development
Administering Department:	Finance – Budget & Financial Planning
Funding Source:	Operating – Federal, State, City & Grants
Amount:	\$3,241,997,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve the Authority's Five-Year Operating Budget Plan for Calendar Years 2017-2021.

**APPROVED**

6 Award of a Requirement Contract for 11.6" Cubic Feet Energy Star Refrigerators

Location:	Various (Citywide)
Administering Department:	Operations
Funding Source:	Capital – Federal
Amount:	\$1,115,400.00
Projected Section 3 Hires:	N/A

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Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, Star Creations Inc., for the not-to-exceed amount. The first lowest bidder was deemed non-responsive because the product offered did not conform with the bid specifications. 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 Bulk Garbage Carting Services

Location:	Various (Bronx South)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$227,685.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve an increase in the not-to-exceed amount of this requirement contract with Sanitation Salvage Corp. for bulk garbage carting 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 one-year renewal option, which commenced on December 8, 2016 and is continuing through December 7, 2017.

**APPROVED**

8 Authorization to Increase the Not-To-Exceed Amount of the Requirement Contract for Bulk Garbage Carting Services

Location:	Various (Manhattan North)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$876,060.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve an increase in the not-to-exceed amount of this requirement contract with IESI NY Corporation for bulk garbage carting services, by 50% as permitted by the original requirement contract, authorized by Board Resolution 14-11/26-6 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 3, 2015 and is continuing through March 2, 2017.

**APPROVED**

9 Authorization to Increase the Not-To-Exceed Amount of the Requirement Contract for Bulk Garbage Carting Services

Location:	Various (Staten Island)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$132,960.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve an increase in the not-to-exceed amount of this requirement contract with IESI NY Corporation for bulk garbage carting 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 one-year renewal option, which commenced on June 19, 2016 and is continuing through June 18, 2017.

**APPROVED**

- 10 Authorization to Increase the Not-To-Exceed Amount of the Requirement Contract for Bulk Garbage Carting Services

Location:	Various (Queens)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$231,360.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve an increase in the not-to-exceed amount of this requirement contract with IESI NY Corporation for bulk garbage carting 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 one-year renewal option, which commenced on June 19, 2016 and is continuing through June 18, 2017.

**APPROVED**

- 11 Authorization to Increase the Not-To-Exceed Amount of the Requirement Contract for Bulk Garbage Carting Services

Location:	Various (Brooklyn East)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$222,504.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve an increase in the not-to-exceed amount of this requirement contract with IESI NY Corporation for bulk garbage carting 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 one-year renewal option, which commenced on August 14, 2016 and is continuing through August 13, 2017.

**APPROVED**

12 Authorization to Enter into an Agreement with the New York City Human Resources Administration

Location:	Pennsylvania Avenue – Wortman Avenue
Administering Department:	Community Engagement & Partnerships – Resident Economic Empowerment & Sustainability
Funding Source:	Operating – Federal Grant
Amount:	\$1,566,080.00
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into an agreement with the NYC Human Resources Administration for support and management of the Jobs Plus Initiative Program, commencing on January 2, 2017 and continuing through September 27, 2020, or commencing on such date as may be determined by the General Manager or the Executive Vice-President for Community Engagement & Partnerships and continuing for three (3) years, eight (8) months and twenty-six (26) days thereafter.

**APPROVED**

13 Rejection of Sole Bid for a Requirement Contract for Gas Piping Replacement

Location:	Various (Brooklyn & Staten Island)
Administering Department:	Capital Projects Division – Construction
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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

**APPROVED**



14 Rejection of All Bids for a Requirement Contract for Replacement of Roof Water Tanks

Location:	Various (Manhattan)
Administering Department:	Capital Projects Division – Construction
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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

**APPROVED**

15 Ratification of a Change Order to Contract No. HE1331047 Awarded to Framan Mechanical, Inc.

Location:	Throggs Neck Addition
Administering Department:	Capital Projects Division – Construction
Funding Source:	Capital – Federal
Amount:	\$97,250.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve the ratification of a change order to this contract awarded to Framan Mechanical, Inc. for the replacement of boilers, authorized by Board Resolution 14-3/26-5, to increase the not-to-exceed amount by the negotiated amount, in order to cover the costs for the installation of (i) a new gas train in order to obtain regulatory approval from Consolidated Edison Company of New York, Inc. and (ii) additional lighting in the meter room, safety window and new fire-rated doors in order to obtain regulatory approval from the NYC Department of Buildings.

**APPROVED**

- 16 Ratification of a Change Order to Contract No. HE1216914 Awarded to Maric Plumbing & Heating, Inc.

Location:	Highbridge Gardens
Administering Department:	Capital Projects Division – Construction
Funding Source:	Capital – Federal
Amount:	\$175,060.00
Projected Section 3 Hires:	N/A

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Authorization is requested to approve the ratification of a change order to this contract awarded to Maric Plumbing & Heating, Inc. for the replacement of boilers, authorized by Board Resolution 14-3/26-4, to increase the not-to-exceed amount by the negotiated amount, in order to cover the costs for continuation of the lease of the two (2) temporary boilers, which commenced on February 16, 2016 and continued through August 9, 2016.

**APPROVED**

- 17 Award of a Requirement Contract for Replacement of Roof Water Tanks

Location:	Various (Bronx & Queens)
Administering Department:	Capital Projects Division – Construction
Funding Source:	Operating & Capital – Federal, Mixed Finance & Other
Amount:	\$23,609,341.76
Projected Section 3 Hires:	4

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Authorization is requested to award this requirement contract to the sole responsive and responsible bidder, Rosenwach Tank Co. LLC, for the not-to-exceed amount.

**APPROVED**

18 Award of a Requirement Contract for Gas Piping Replacement

Location:	Various (Manhattan)
Administering Department:	Capital Projects Division – Construction
Funding Source:	Capital – Federal, City, Mixed Finance, FEMA, CDBG-DR & Insurance
Amount:	\$13,210,993.82
Projected Section 3 Hires:	3

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Authorization is requested to award this requirement contract to the lowest responsive and responsible, Richards Plumbing and Heating Co., Inc., for the not-to-exceed amount.

**APPROVED**

19 Authorization to Amend Board Resolution 14-2/26-13 Related to the Response to and Recovery from Hurricane Sandy

Location:	Various (Citywide)
Administering Department:	Capital Projects Division – Disaster Recovery
Funding Source:	Capital – FEMA, CDBG-DR & Insurance
Amount:	\$30,000,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to amend Board Resolution 14-2/26-13, which authorized the award of fourteen (14) Indefinite Delivery, Indefinite Quantity agreements to fourteen (14) firms to provide professional construction management as agent services, by increasing the not-to-exceed amount, in order to cover the costs of continued services for additional assigned work.

**APPROVED**

20 Award of a Contract for Restoration Related to the Response to and Recovery from Hurricane Sandy

Location:	Redfern
Administering Department:	Capital Projects Division – Disaster Recovery
Funding Source:	Capital – FEMA, CDBG-DR & Insurance
Amount:	\$92,287,000.00
Projected Section 3 Hires:	25

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Authorization is requested to award this contract to the lowest responsive and responsible bidder, Navillus Tile, Inc./DBA Navillus Contracting.

**APPROVED**

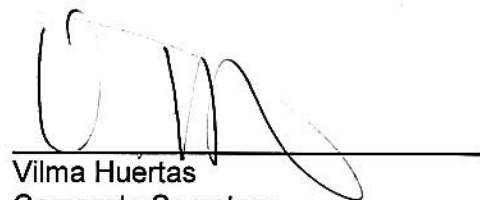
21 Authorization to Amend the Memorandum of Understanding with the City University of New York

Location:	Non-Development
Administering Department:	Administration – Customer Contact Center
Funding Source:	Operating – Federal
Amount:	\$1,408,735.00
Projected Section 3 Hires:	N/A

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Authorization is requested to amend the Memorandum of Understanding with the City University of New York for Student Customer Information Representatives, which did not require initial Board approval and as amended by subsequent Board Resolutions, to increase the not-to-exceed amount in order to fund the third one-year renewal option and six (6) months of the fourth one-year renewal option for the continued provision of services, commencing on January 1, 2017 and continuing through June 30, 2018.

**APPROVED**



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Vilma Huertas  
Corporate Secretary



# **NYCHA Board Calendar Meeting**

**Chair's Report**

**December 21, 2016**

# Overview

- ❑ NextGen Goals
  
- ❑ Updates
  - Major Capital Repairs
  - Engage residents and connect them to best in class social services
  
- ❑ Public Housing Outlook
  - HUD Secretary
  
- ❑ Other Updates

# NextGeneration NYCHA Strategies

## Fund

- 1) Secure relief from PILOT
- 2) Improve collection of resident rent and fees
- 3) Lease ground floor spaces
- 4) Reduce central office costs

## Operate

- 5) Transform to digital organization
- 6) Localize property management
- 7) Pursue comprehensive sustainability agenda
- 8) Increase safety and security

## (Re)Build

- 9) Refine capital planning strategy
- 10) Provide land to support creation of affordable housing units
- 11) Use HUD programs to preserve units
- 12) Adopt design excellence practices

## Engage Residents

- 13) Transform from direct service provision to a partnership model
- 14) Leverage philanthropic dollars through a 501(c)(3)
- 15) Connect residents to quality employment



# (Re)Build, Expand, and Preserve

## Major Capital Improvements

- ❑ Completion of the \$87 million roof replacement project at Queensbridge Houses impacting 6,622 residents.
- ❑ \$10.6 million safety-lighting installation project at Castle Hill Houses and Butler Houses through Mayor's Action Plan for Neighborhood Safety (MAP)





# Engage

## Connecting residents to **best in class** services

As part of HUD's ConnectHome Initiative to bring high speed internet to school-aged children, Mayor de Blasio and HUD Secretary Castro announce a tablet and mobile service giveaway for 5,000 NYCHA residents



*“For Christmas I wanted to buy a computer for my kids I could share, but it was way too expensive” -- NYCHA Resident*

# Engage

## Protecting the Health of the Next Generation



On Nov. 30, HUD Secretary Castro announced new HUD rule that will require most federally-funded public housing units to be smoke-free by mid-2018.

The ban applies to lit tobacco products such as cigarettes, cigars and pipes, and will bar most residents from smoking in their homes.

### How NYCHA's Preparing:

- Creating a Resident Advisory Group on Smoking and Health
- Collaborating with DOHMH and other health-care partners to conduct resident outreach and research and evaluation
- Creating an internal NYCHA Committee to develop a policy and implementation plan

# Public Housing Outlook

Looking forward to **the next administration**, what can we expect?



HUD Secretary Nominee, Dr. Ben Carson

*... "We hope to partner with the incoming HUD Secretary to ensure New York City's public housing is not only protected, but strengthened for the next generation" --*  
NYCHA Chair and CEO Shola Olatoye

# Supporting Residents through the Holidays



Through generous donations from Whole Foods, 50 NYCHA volunteers served 500+ residents Thanksgiving dinners







# **NYCHA Board Calendar Meeting**

**General Manager's Report**

**December 21, 2016**

# Agenda

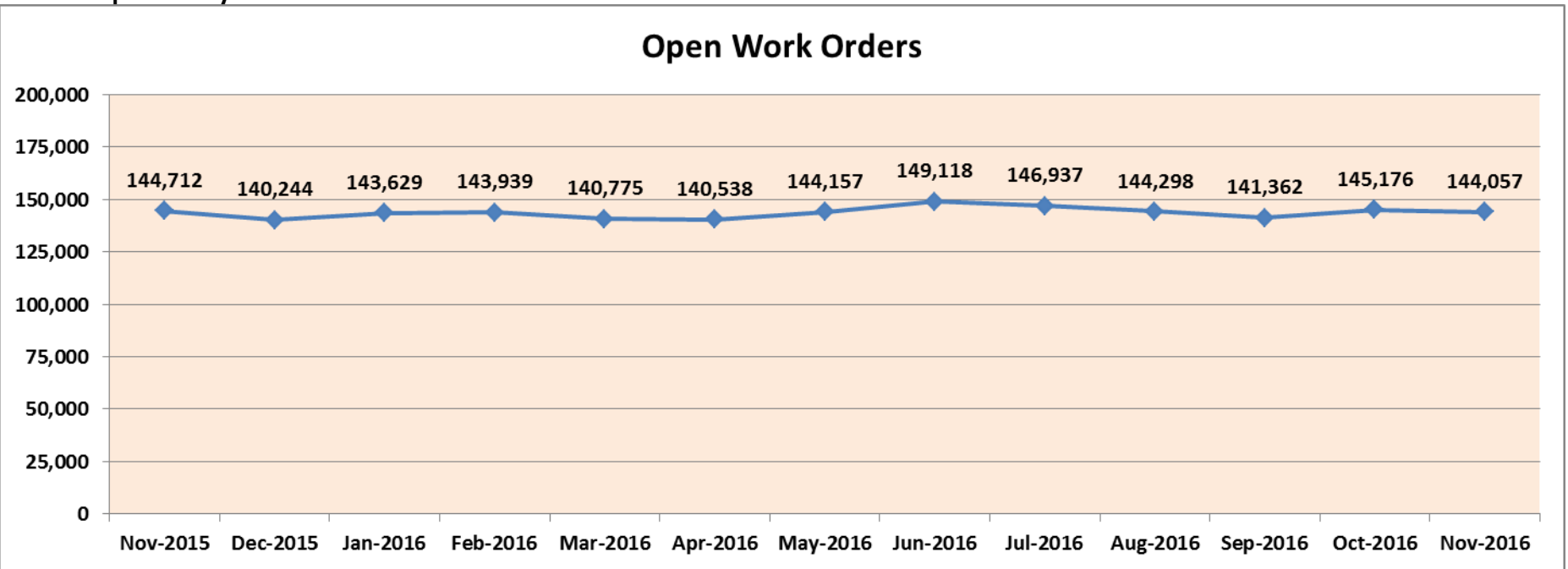
- ❑ NYCHA Key Performance Indicator (KPI) Report
- ❑ Section 3

# 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)

# Work Orders Overview

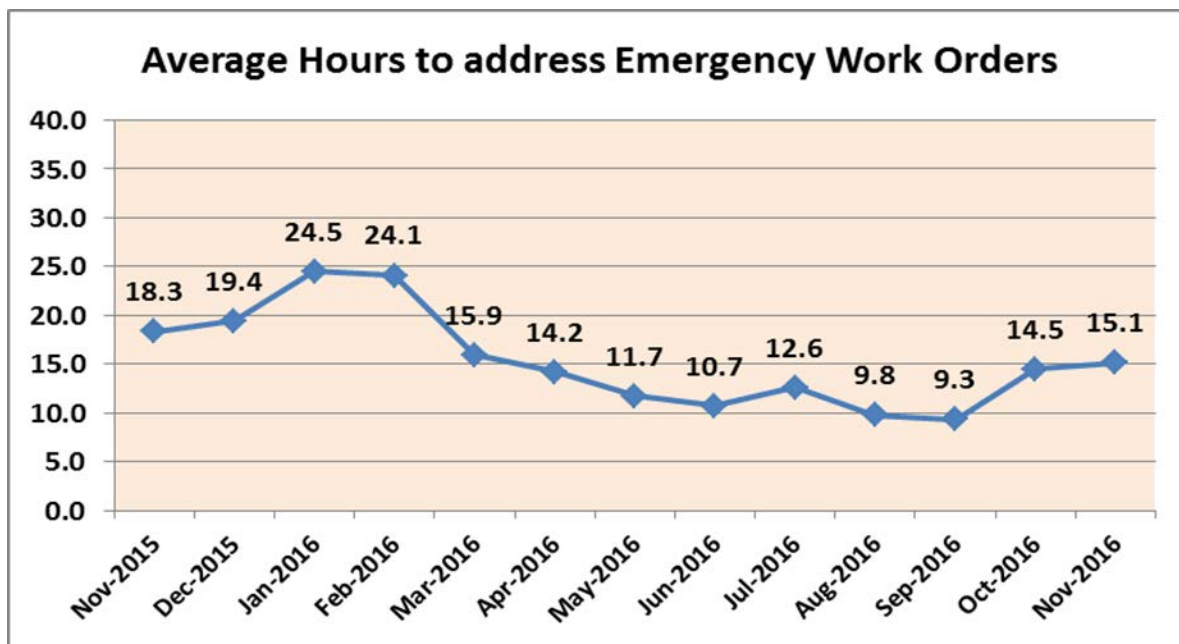
- ❑ As of the end of November, there were 144,057 open work orders which was lower than the previous month (145,176) and November 2015 (144,712).
- ❑ In the past 12 months, we created 2.8 million work orders or 233,706 per month; 53,637 per week; 7,662 per day.
- ❑ NYCHA closed 2.5 million work orders or 207,607 per month; 47,647 per week; 6,807 per day.





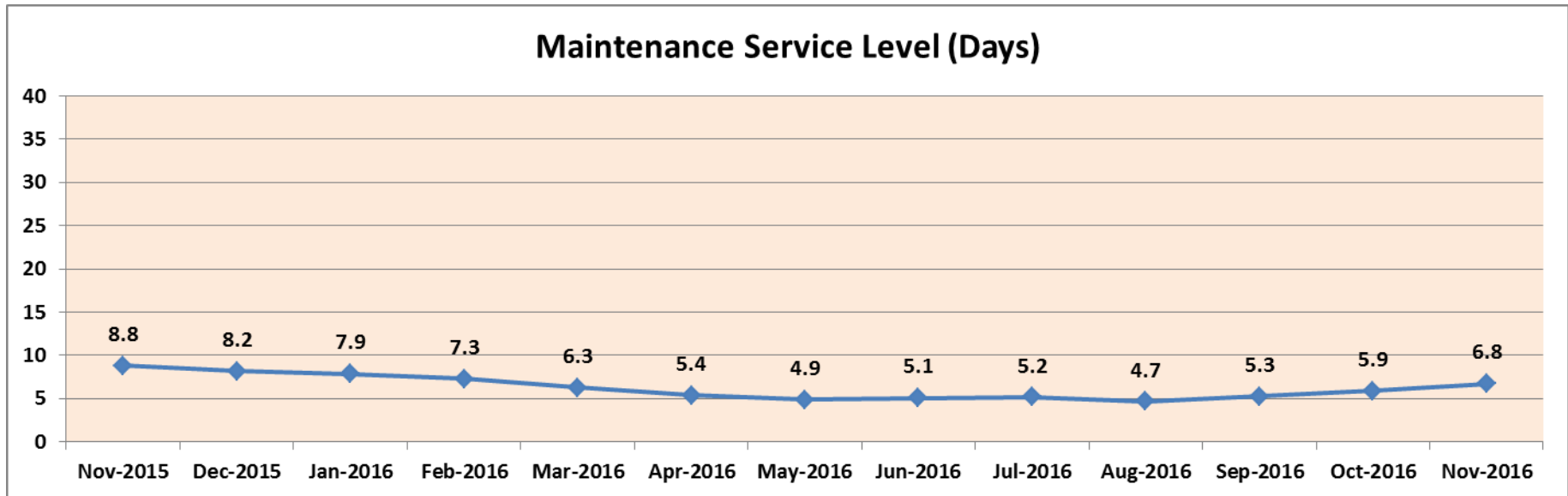
# Emergency Work Orders

- Emergency work orders are high priority items such as heat and hot water, gas, elevator outages, etc. NYCHA has a target of 24 hours to respond to these conditions.
- In November 2016, the average time to resolve emergencies was 15.1 hours, lower than last year and within the 24 hour target.



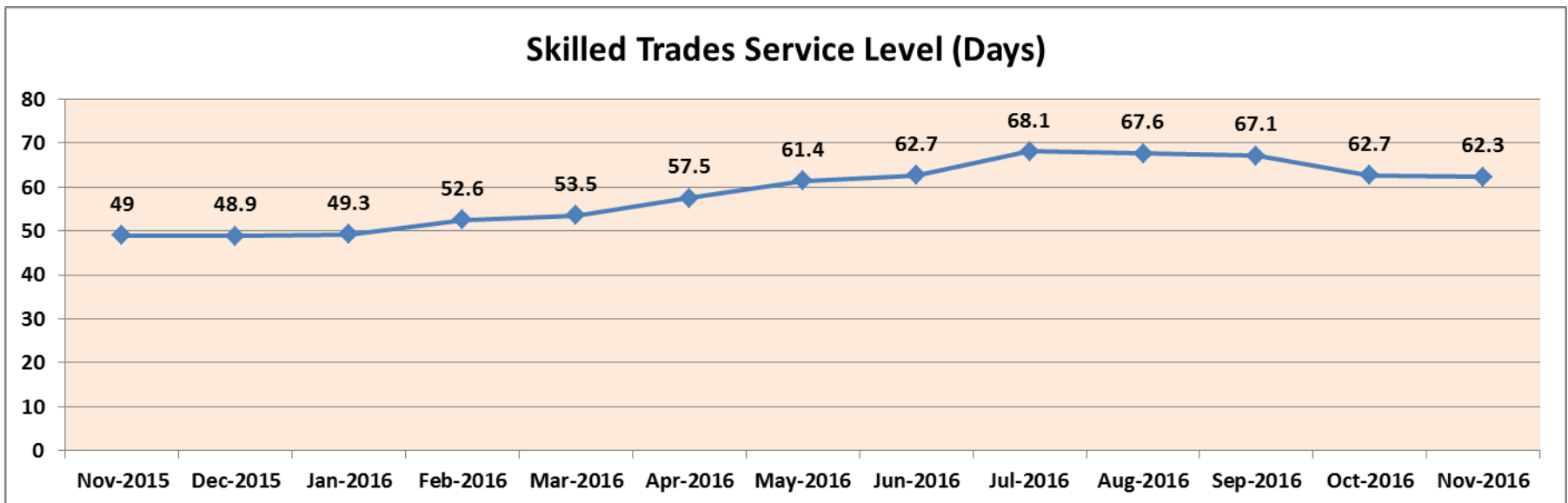
# Maintenance Work Orders

- ❑ The Maintenance Service Level measures the Authority's performance in addressing simple repairs. We have set a target of 7 days.
- ❑ In November 2016, the service level was 6.8 days, showing an increase from the previous month (5.9 days) but a reduction of 23% from November 2015 (8.8 days).



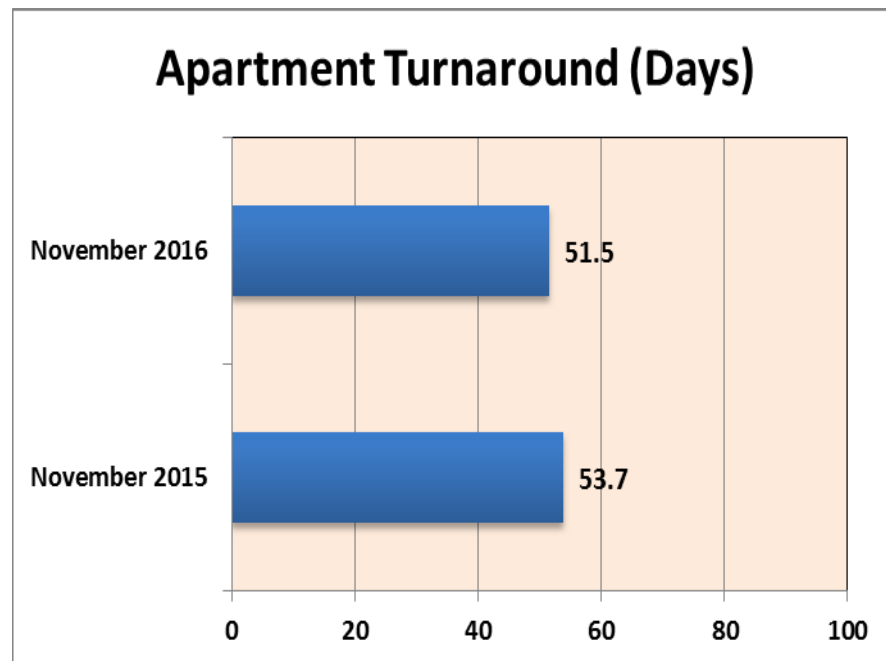
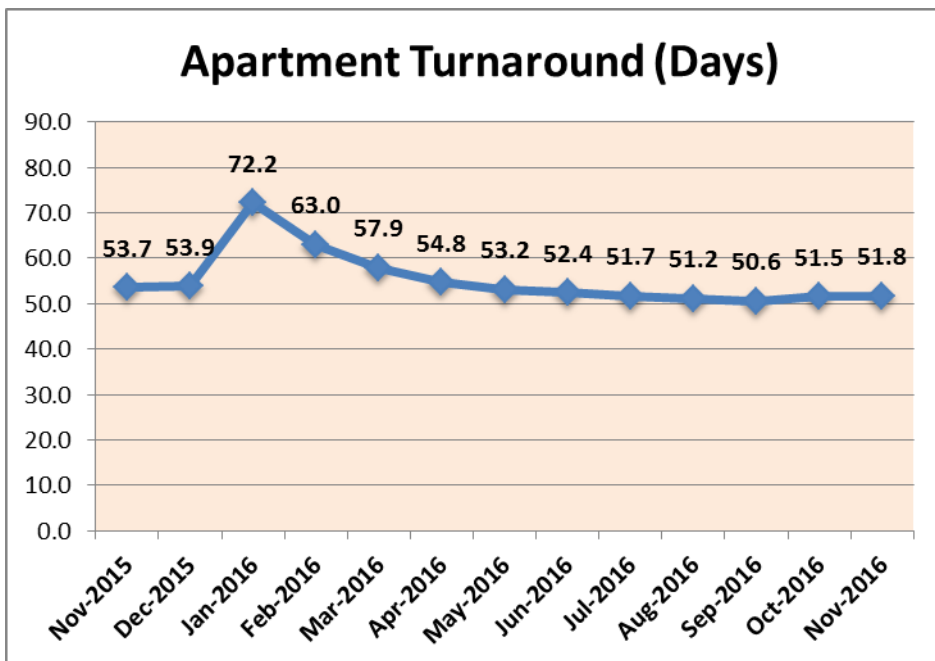
# Skilled Trades Work Orders

- ❑ The Skilled Trades Service Level measures the Authority's performance in addressing more complex repairs such as carpentry, painting and plastering.
- ❑ The service level in November was 62.3 days, continuing the downward trend since July 2016.



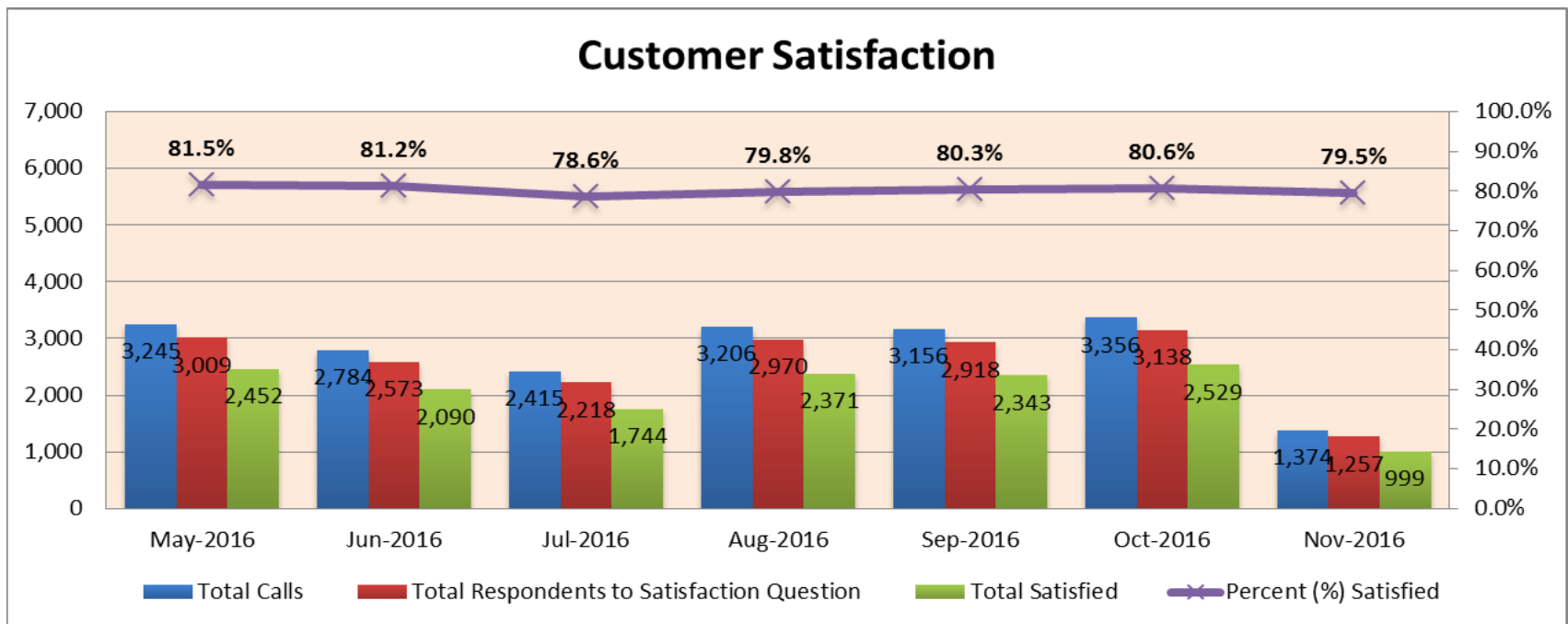
# Apartment Turnaround Time

- ❑ The Apartment Turnaround measures the average days to re-occupy a NYCHA apartment after it has been vacated. The target is 30 days.
- ❑ The year to date turnaround for November 2016 was 51.8 days, a reduction of 4% compared to 53.7 days last November.



# Customer Satisfaction

- The Customer Satisfaction measures the percentage of residents satisfied with the overall experience with their repair. This information is obtained from the results of the monthly robocalls conducted by the CCC for closed work orders.
- In November 2016, 79.5% residents reported being satisfied with their repair.



# Section 3

# Resident Economic Opportunity

- ❑ Over 2,600 resident placements.
- ❑ More than 50% of placements through partner-based initiatives.
- ❑ Key programs including Training Academy and Jobs Plus expanded.
- ❑ New resources attracted for resident training and place-based workforce services.



# Highlights: Section 3 Employment

- ❑ 1,223 Section 3 placements, including 571 placements with NYCHA contractors.
- ❑ Average wage of \$33/hr.
- ❑ Section 3 oversight centralized to provide more support to Administering Departments.
- ❑ Resident placements across a range of positions, including construction related, administrative and support functions.



*“REES assisted me in regaining my sense of pride.”* – Soulindia Galindez, Richmond Terrace Houses. Employed as a CBDG-funded Case Manager.

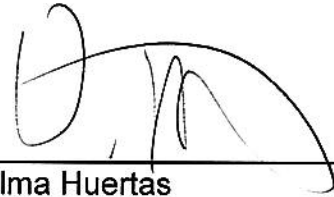


THREE-THOUSAND ONE HUNDRED AND NINTH MEETING

Wednesday, December 21, 2016

ADJOURNMENT

On Motion, without objection, the meeting was duly adjourned at 11:32 A.M.

A handwritten signature in black ink, consisting of a large, stylized 'V' followed by a cursive 'H' and 'U'.

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Vilma Huertas  
Corporate Secretary