

NEW YORK CITY HOUSING AUTHORITY

THREE-THOUSAND ONE HUNDRED AND FIFTEENTH MEETING

Minutes of Board Meeting

Wednesday, June 28, 2017

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

Present: Derrick D. Cephas, Vice-Chair
Jacqueline Arroyo, Member
Zaire Z. Dinzey-Flores, Member
Victor A. Gonzalez, Member
Jacqueline Young, Member
Michael P. Kelly, General Manager
Jacqueline C. Hernandez, Esq., Assistant
Corporate Secretary

NEW YORK CITY HOUSING AUTHORITY
Office of the Corporate Secretary

Minutes
Regular Meeting
Wednesday, June 28, 2017

I. Authority Minutes

Adoption of Minutes of Regular Meeting, Wednesday, May 24, 2017

APPROVED

II. General Manager's Report

III. Authority Calendar

Calendar of Regular Meeting, Wednesday, June 28, 2017

1. 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

Authorization is requested to approve the investment transactions that were performed by the Authority's Treasury Department for the Quarter Ended March 31, 2017, in accordance with the US Department of Housing and Urban Development Office of Public and Indian Housing Notice PIH 2002-13.

APPROVED

N/A = NOT APPLICABLE

APPROVED = UNANIMOUS

2 Authorization to Approve the Issuance of the Authority's Fiscal Year 2016 Audited Annual Financial Statements

Location:	Non-Development
Administering Department:	Executive
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

Authorization is requested to approve issuance of the Authority's Fiscal Year 2016 Audited Annual Financial Statements, presented in accordance with accounting principles generally accepted in the United States of America, and as recommended by the Authority's Audit Committee, in compliance with the Audit Committee Charter, adopted pursuant to Board Resolution 03-6/18-18 and with subsequent amendments of which the most recent is by Board Resolution 13-9/25-6.

APPROVED

3 Authorization to Approve the Issuance of the Authority's Fiscal Year 2017 Internal Audit Plan

Location:	Non-Development
Administering Department:	Audit
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

Authorization is requested to approve the issuance of the Authority's Fiscal Year 2017 Internal Audit Plan, in accordance with the Institute of Internal Auditors International Standards for the Professional Practice of Internal Auditing, and as recommended by the Authority's Audit Committee, in compliance with the Audit Committee Charter, adopted pursuant to Board Resolution 03-6/18-18 and with subsequent amendments of which the most recent is by Board Resolution 13-9/25-6.

APPROVED

4 Authorization to Enter into an Agreement with Claddagh Controls Corp.

Location:	Various (Bronx, Brooklyn, Manhattan & Queens)
Administering Department:	Operations Support Services - Technical Services
Funding Source:	Operating – Federal
Amount:	\$699,250.00
Projected Section 3 Hires:	N/A

Authorization is requested to enter into this agreement with Claddagh Controls Corp. ("Claddagh") for Claddagh software upgrades and software installation services for traction elevators, commencing on July 3, 2017 and continuing through July 2, 2018, or commencing on such other date as may be determined by the General Manager or the Senior Vice-President for Operations Support Services and continuing for one (1) year thereafter, for the not-to-exceed amount. There are no renewal options.

APPROVED

5 Award of a Requirement Contract for Elevator Parts

Location:	Various (Citywide)
Administering Department:	Operations Support Services
Funding Source:	Operating – Federal
Amount:	\$1,709,993.00
Projected Section 3 Hires:	N/A

Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, Claddagh Electronics, LTD., for the not-to-exceed amount. The first lowest bidder was deemed non-responsive for failure to bid on forty-five (45) items on the RFQ.

APPROVED

6 Award of a Requirement Contract for Lead-Based Paint Visual Inspection

Location:	Various (Citywide)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$2,138,500.00
Projected Section 3 Hires:	1

Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, ATC Group Services LLC, 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 Award of a Requirement Contract for Preventive Maintenance and Repair/Replacement of Heating, Ventilating and Air Conditioning System

Location:	Police Service Area No. 6
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$109,999.92
Projected Section 3 Hires:	0

Authorization is requested to award this requirement contract to the sole responsive and responsible bidder, Hi-Tech Air Conditioning Service, 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

- 8 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 North)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$389,920.45
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 initial two-year term, which commenced on October 3, 2016 and is continuing through October 2, 2018.

APPROVED

- 9 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 (Manhattan North)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$431,211.30
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 initial two-year term, which commenced on December 23, 2016 and is continuing through December 22, 2018.

APPROVED

- 10 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 (Manhattan South)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$374,015.48
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 initial two-year term, which commenced on September 2, 2016 and is continuing through September 1, 2018.

APPROVED

- 11 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 (Brooklyn South & Staten Island)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$400,887.53
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 initial two-year term, which commenced on December 23, 2016 and is continuing through December 22, 2018.

APPROVED

- 12 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 (Brooklyn East & Brooklyn West)
Administering Department:	Operations Support Services – Technical Services
Funding Source:	Operating – Federal
Amount:	\$376,715.70
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 initial two-year term, which commenced on December 23, 2016 and is continuing through December 22, 2018.

APPROVED

- 13 Rejection of All Bids for Seventy-One (71) Requirement Contracts for Maintenance Painting of Apartments

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

Rejection of all bids for seventy-one (71) requirement contracts is recommended in the best interest of the Authority. These requirement contracts will be re-bid.

APPROVED

- 14 Authorization to Ratify a Change Order to Forty-Eight (48) Requirement Contracts for Maintenance Painting of Apartments

Location:	Various (Citywide)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$17,876,384.49
Projected Section 3 Hires:	N/A

Authorization is requested to ratify a change order to forty-eight (48) requirement contracts awarded to fourteen (14) vendors for maintenance painting of apartments, which did not require initial Board approval and as subsequently amended for an initial one-year term with one (1) six-month renewal option, to (i) extend the requirement contracts terms for an additional one (1) year and (ii) increase the not-to-exceed amount, in order to close existing and projected work orders.

APPROVED

- 15 Authorization to Ratify a Change Order to Two (2) Requirement Contracts for Maintenance Painting of Apartments

Location:	Various (Brooklyn & Manhattan)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$1,055,846.64
Projected Section 3 Hires:	N/A

Authorization is requested to ratify a change order to two (2) requirement contracts awarded to two (2) vendors for maintenance painting of apartments, which did not require initial Board approval and as subsequently amended for an initial one-year term with one (1) six-month renewal option, to (i) extend the requirement contracts terms for an additional one (1) year and (ii) increase the not-to-exceed amount, in order to close existing and projected work orders.

APPROVED

16 Award of a Requirement Contract for Floor Machines and Batteries

Location:	Various (Citywide)
Administering Department:	Operations
Funding Source:	Capital – Federal
Amount:	\$4,193,021.00
Projected Section 3 Hires:	N/A

Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, W.W. Grainger, Inc., for the not-to-exceed amount. The first lowest bidder was deemed non-responsive for failure to bid on the class award.

APPROVED

17 Authorization to Increase the Not-To-Exceed Amount of the Requirement Contract for Service of Intercom Systems

Location:	Various (Queens & Staten Island)
Administering Department:	NextGen Operations
Funding Source:	Operating – Federal
Amount:	\$400,391.11
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 service of intercom 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 initial two-year term, which commenced on April 25, 2016 and is continuing through April 24, 2018.

APPROVED

18 Rejection of All Bids for a Contract for Senior and Youth Center Kitchen and Bathroom Renovation

Location:	Isaacs & Holmes Towers
Administering Department:	Capital Projects Division – City Capital
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 contract will be re-bid.

APPROVED

19 Award of a Requirement Contract for Replacement of Underground Water and Fire Line Distribution Piping

Location:	Various (Brooklyn & Staten Island)
Administering Department:	Capital Projects Division – Construction
Funding Source:	Operating & Capital – Federal & Mixed Finance
Amount:	\$20,468,226.01
Projected Section 3 Hires:	2

Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, JCC Construction Corp., for the not-to-exceed amount.

APPROVED

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

Location:	Gravesend
Administering Department:	Capital Projects Division – Disaster Recovery
Funding Source:	Capital – FEMA, CDBG-DR & Insurance
Amount:	\$115,828,000.00
Projected Section 3 Hires:	11

Authorization is requested to award this contract to the lowest responsive and responsible bidder, Adam's European Contracting Inc.

APPROVED

21 Award of a Contract for Grounds Improvements

Location:	Stebbins Avenue – Hewitt Place
Administering Department:	Capital Projects Division – City Capital
Funding Source:	Capital – City
Amount:	\$1,095,100.00
Projected Section 3 Hires:	5

Authorization is requested to award this contract to the lowest responsive and responsible bidder, Ziaur Bhuiyan/DBA Dynamic Construction Company.

APPROVED

22 Award of a Contract for Playground Improvements

Location:	Mill Brook & Douglass II
Administering Department:	Capital Projects Division – City Capital
Funding Source:	Capital – City
Amount:	\$1,100,662.00
Projected Section 3 Hires:	2

Authorization is requested to award this contract to the lowest responsive and responsible bidder, M. Bhuiyan Construction Co. Inc. The first lowest bidder was deemed non-responsive for failure to comply with the bid requirements.

APPROVED

23 Authorization to Amend the Agreement with Kohn Pedersen Fox Associates P.C. Related to the Response to and Recovery from Hurricane Sandy

Location:	Red Hook East & Red Hook West
Administering Department:	Capital Projects Division – Disaster Recovery
Funding Source:	Capital – FEMA, CDBG-DR & Insurance
Amount:	\$1,156,000.00
Projected Section 3 Hires:	N/A

Authorization is requested to amend the agreement with Kohn Pedersen Fox Associates P.C. for architectural and engineering services, authorized by Board Resolution 15-2/25-12 and as subsequently amended for a five-year term, to increase the not-to-exceed amount, in order to fund the continued provision of services for the additional assigned work during the remainder of the five-year term, which commenced on April 28, 2015 and is continuing through April 27, 2020.

APPROVED

- 24 Authorization to Enter into Three (3) Agreements with Three (3) Firms Related to the Response to and Recovery from Hurricane Sandy

Location:	Non-Development
Administering Department:	Capital Projects Division – Disaster Recovery
Funding Source:	Capital – CDBG-DR
Amount:	\$1,400,000.00
Projected Section 3 Hires:	TBD Per Task Order

Authorization is requested to enter into three (3) agreements with three (3) firms for pre-apprenticeship training and placement services, commencing on July 24, 2017 and continuing through July 23, 2022, or commencing on such other date as may be determined by the General Manager or the Executive Vice-President for Capital Projects and continuing for five (5) years thereafter, which includes three (3) one-year renewal options to be exercised at the Authority's sole discretion, for the not-to-exceed amount.

APPROVED

- 25 Authorization to Enter into an Agreement with Interface Cable Assemblies and Services Corp.

Location:	Various (Citywide)
Administering Department:	IT Infrastructure
Funding Source:	Operating & Capital – Federal & Section 8
Amount:	\$4,460,300.00
Projected Section 3 Hires:	N/A

Authorization is requested to enter into this agreement with Interface Cable Assemblies and Services Corp. for the purchase of cabling-related hardware (wired and wireless), implementation of cabling and hardware, and maintenance and support of the Authority's wired and wireless infrastructure, commencing on August 28, 2017 and continuing through August 27, 2020, or commencing on such other date as may be determined by the General Manager or the Executive Vice-President and Chief Information Officer and continuing for three (3) years thereafter, for the not-to-exceed amount, pursuant to the terms and conditions of the NYC Metropolitan Transit Authority Contract Number 17718. There are no renewal options.

APPROVED

- 26 Authorization to (i) Repeal Board Resolution 91-10/9-30 and (ii) Promulgate Rules and Regulations Governing Public Access to Authority Records

Location:	Non-Development
Administering Department:	Law
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

Authorization is requested to (i) repeal Board Resolution 91-10/9-30; and, (ii) promulgate rules and regulations governing public access to Authority records, as mentioned herein, pursuant to NYS Freedom of Information Law under Public Officers Law Article 6, Sections 86-90.

The repeal of Board Resolution 91-10/9-30 shall in no way invalidate, impair or affect any action heretofore taken or anything heretofore done pursuant to such Board Resolution or any procedures promulgated thereunder.

APPROVED

- 27 Authorization to Appoint Alexandra De Fresco as Records Access Officer of the New York City Housing Authority

Location:	Non-Development
Administering Department:	Law
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

Authorization is requested to appoint Alexandra De Fresco as Records Access Officer of the NYC Housing Authority, pursuant to Board Resolution 17-6/28-26, with the authority to delegate the duties in her absence.


APPROVED

28 Authorization to Amend the Agreement with Language Line Services, Inc.

Location:	Non-Development
Administering Department:	Administration – Customer Contract Center
Funding Source:	Operating – Federal
Amount:	\$1,618,000.00
Projected Section 3 Hires:	N/A

Authorization is requested to amend the agreement with Language Line Services, Inc. to provide over-the-phone foreign language interpretation services, authorized by Board Resolution 13-7/31-27 and as subsequently amended for an initial three-year term with two (2) one-year renewal options, to increase the not-to-exceed amount, in order to fund the continued provision of services for the second one-year renewal option, commencing on July 31, 2017 and continuing through July 30, 2018, pursuant to the terms and conditions of the NYS Office of General Services Contract PS65923.

APPROVED



Jacqueline C. Hernandez, Esq.
Assistant Corporate Secretary



NYCHA Board Calendar Meeting

General Manager's Report

June 28, 2017



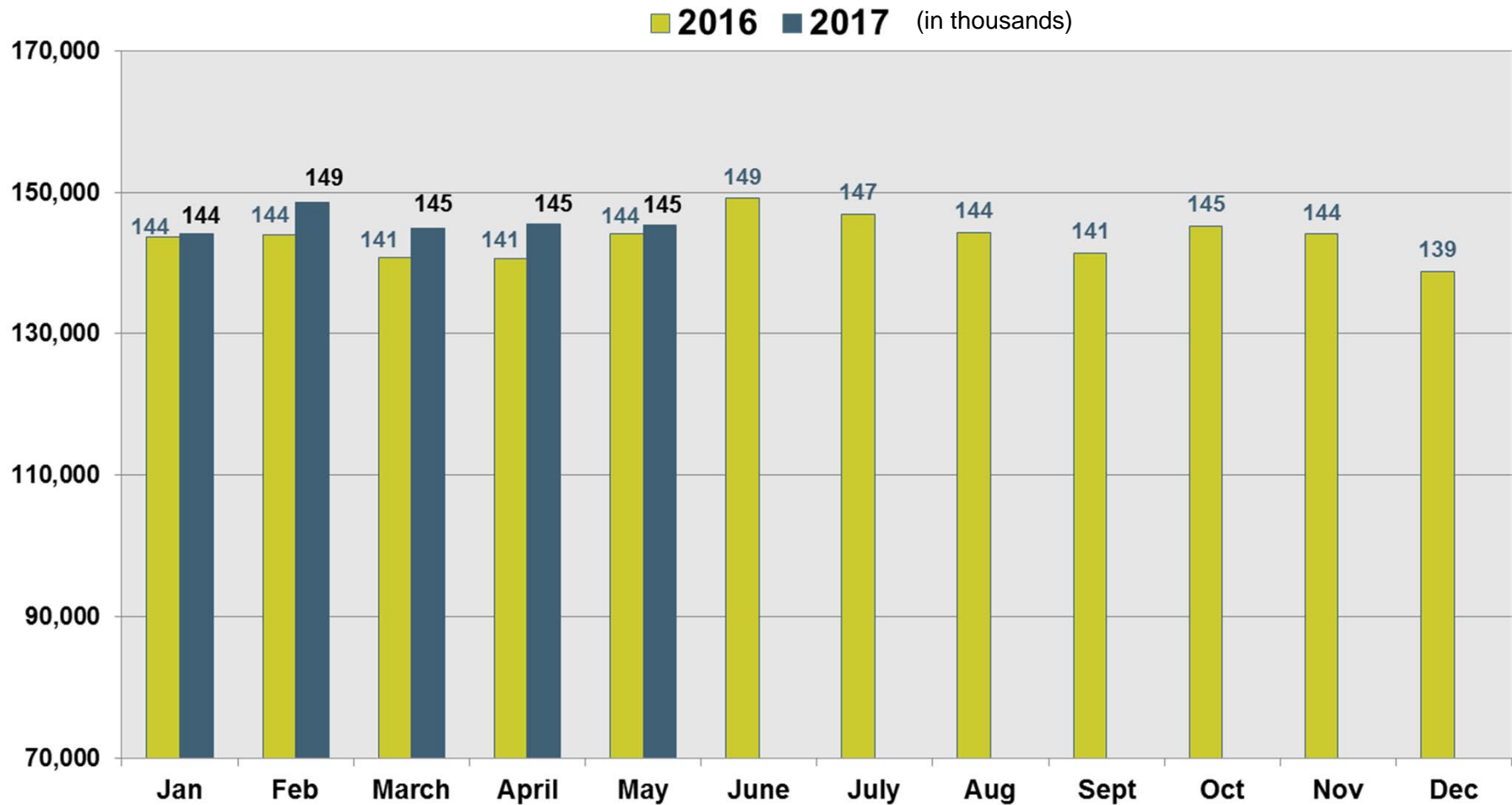
Agenda

- ❑ NYCHA Key Performance Indicator (KPI) Report
- ❑ Operational Updates
- ❑ Heating Season Overview

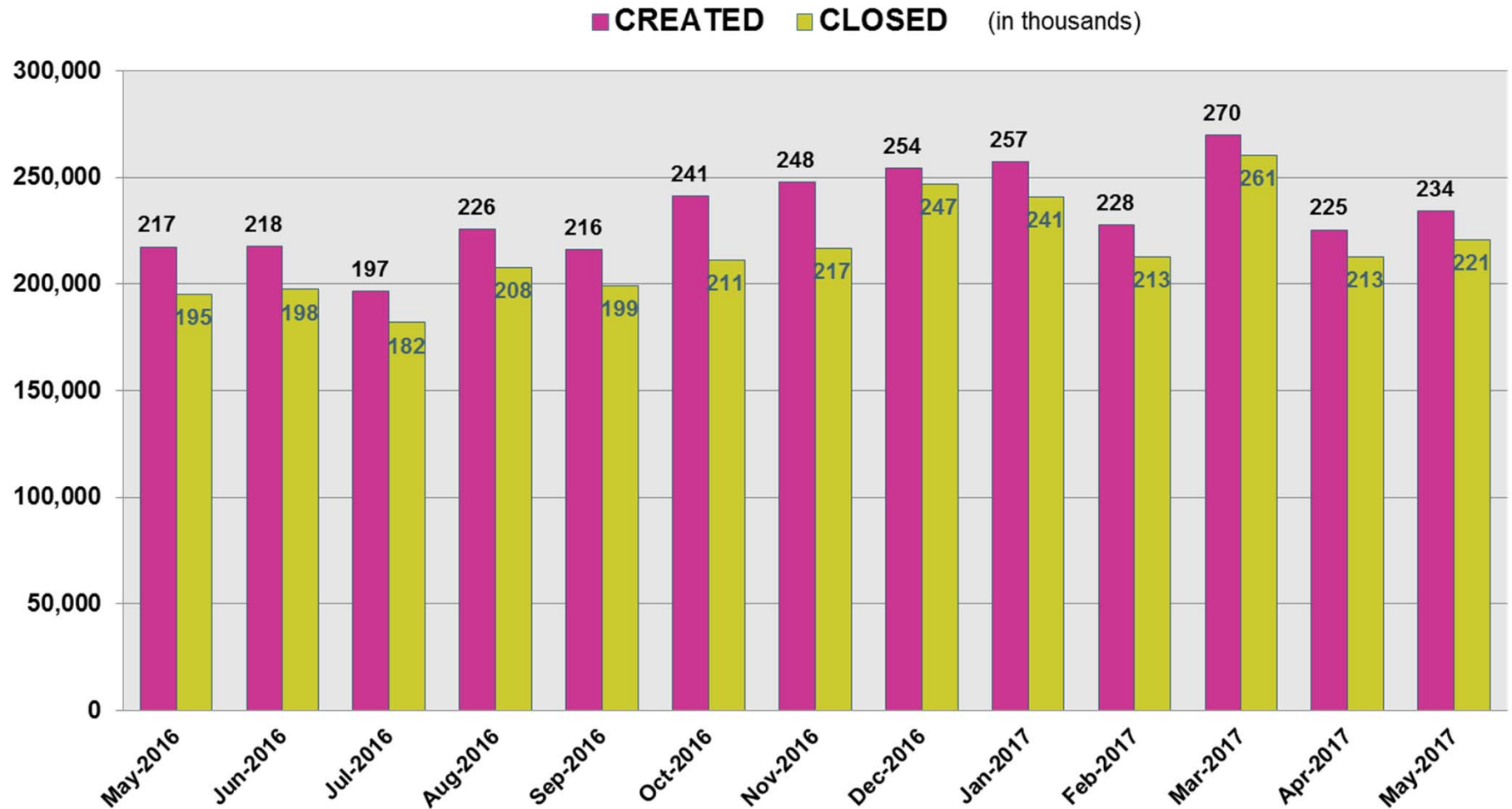
Key Performance Indicator (KPI) Report

- ❑ 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)

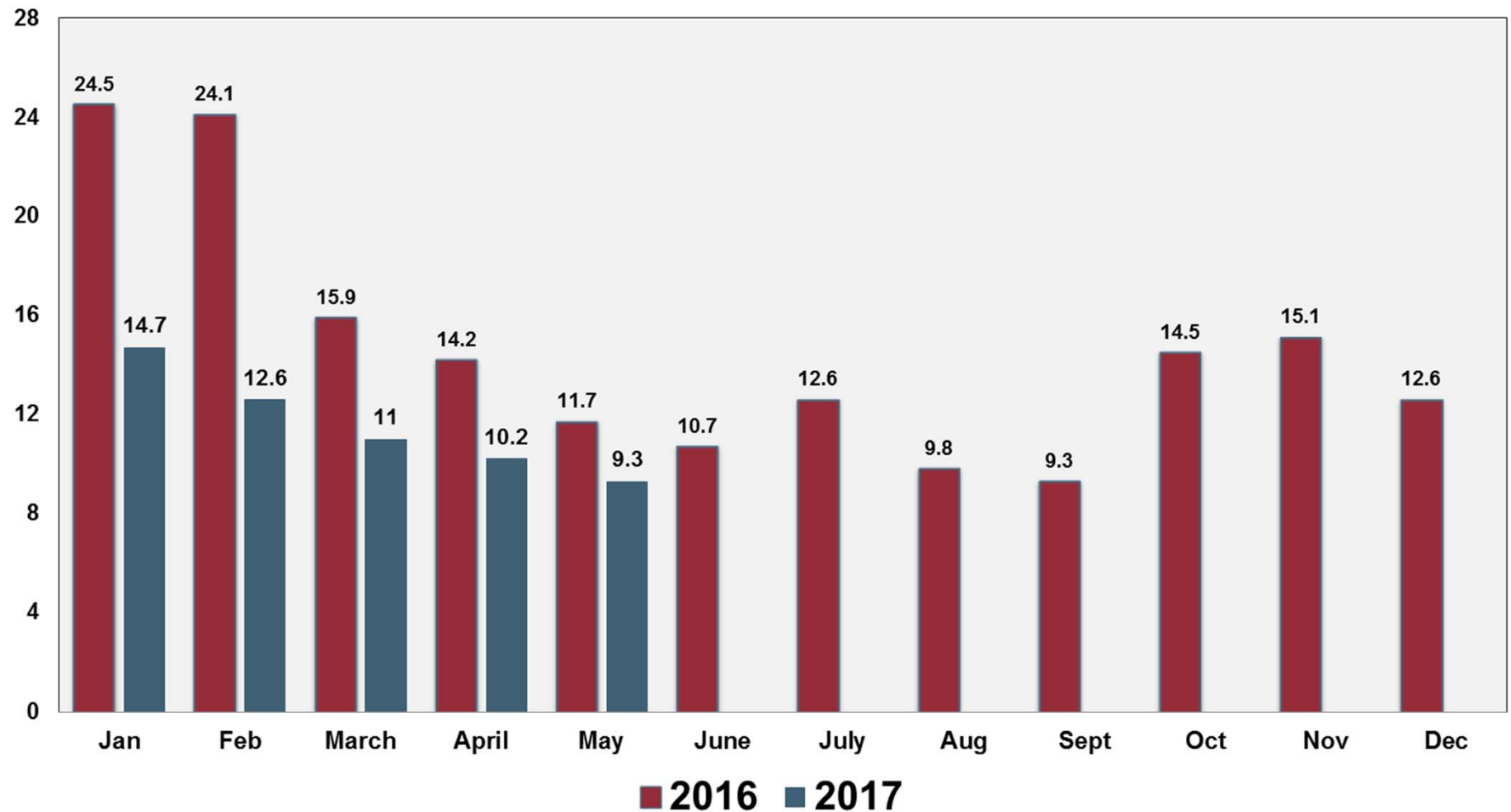
Open Work Orders



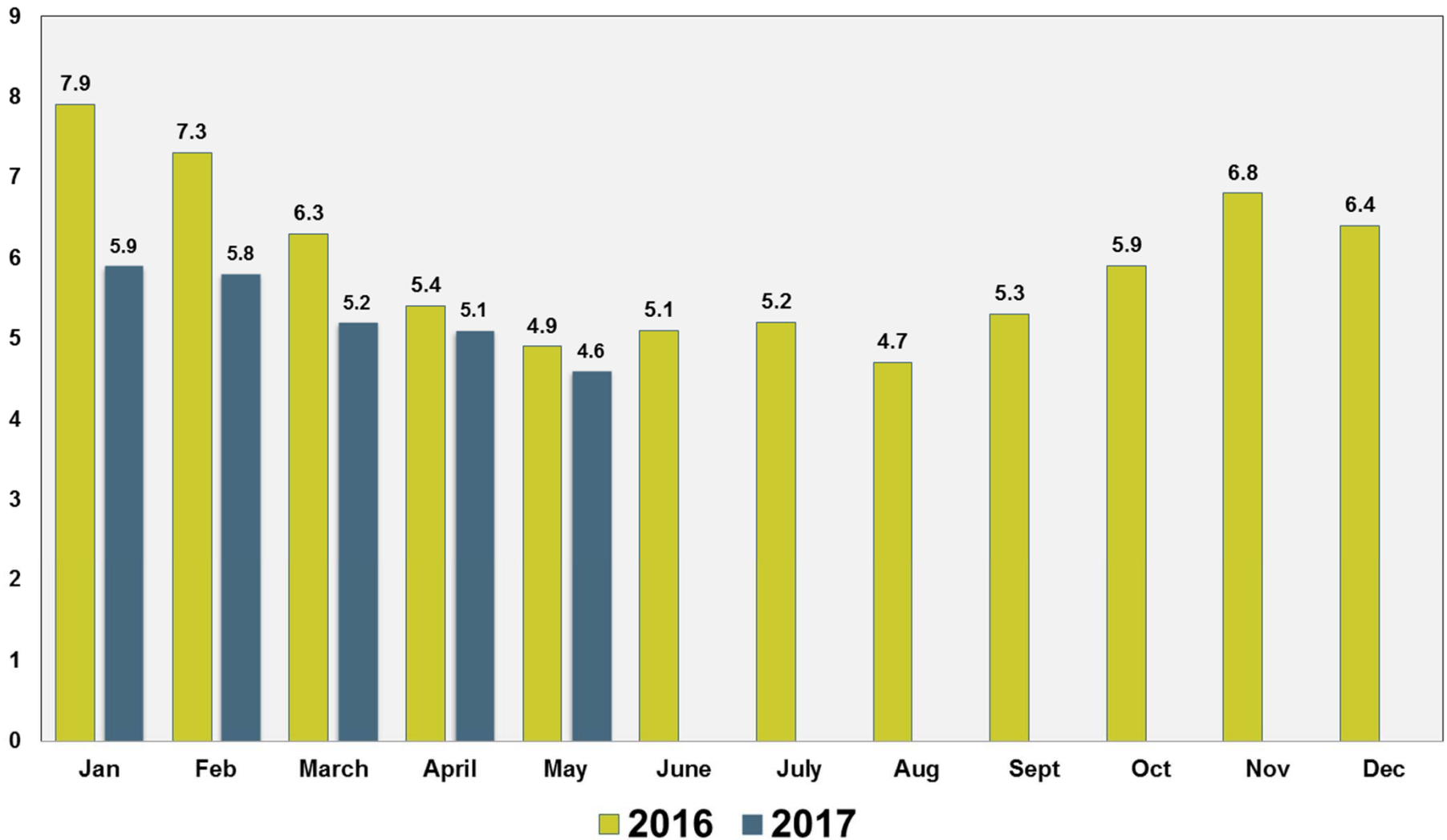
Work Orders Overview



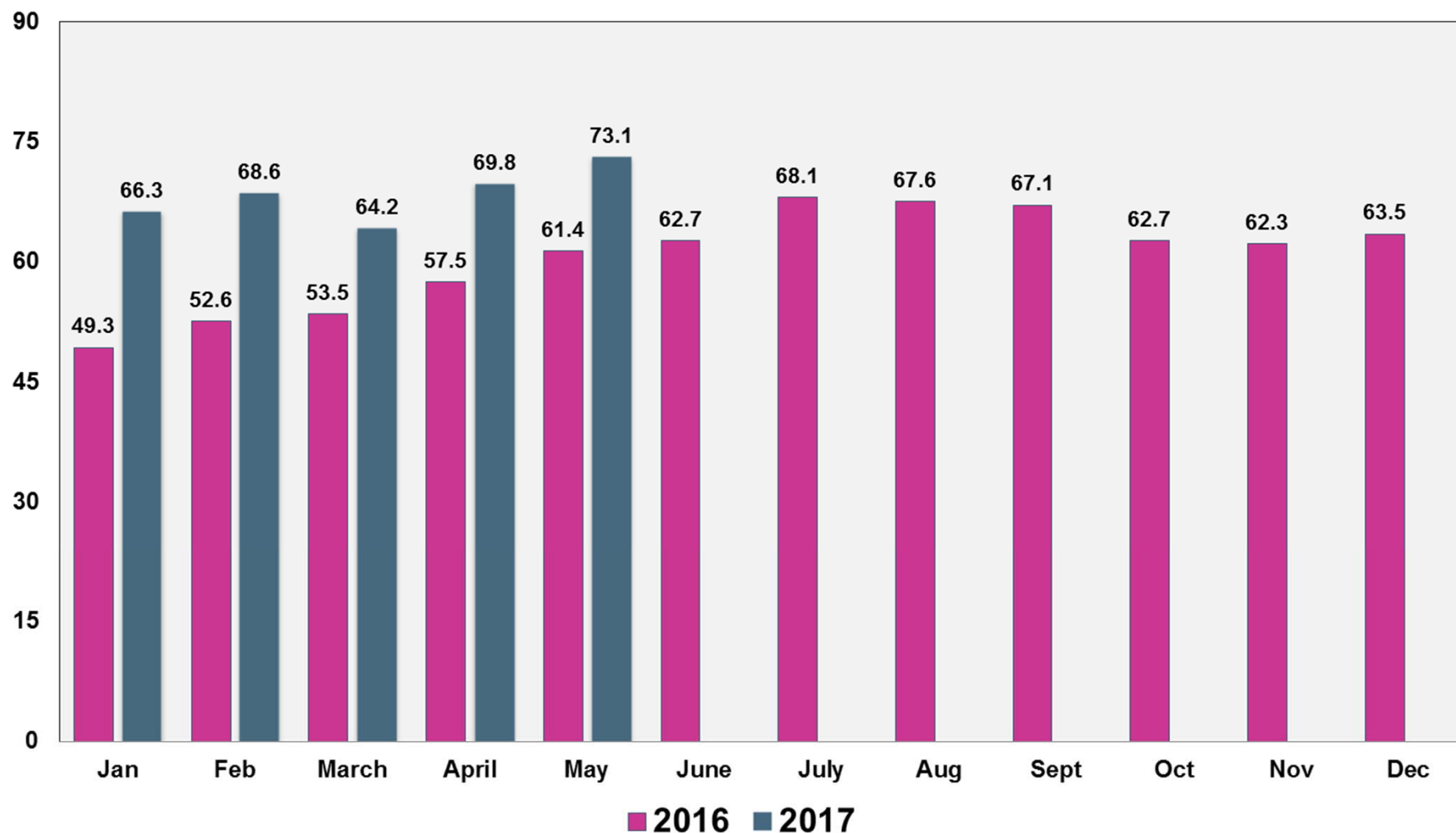
Emergency Work Orders (in Hours)



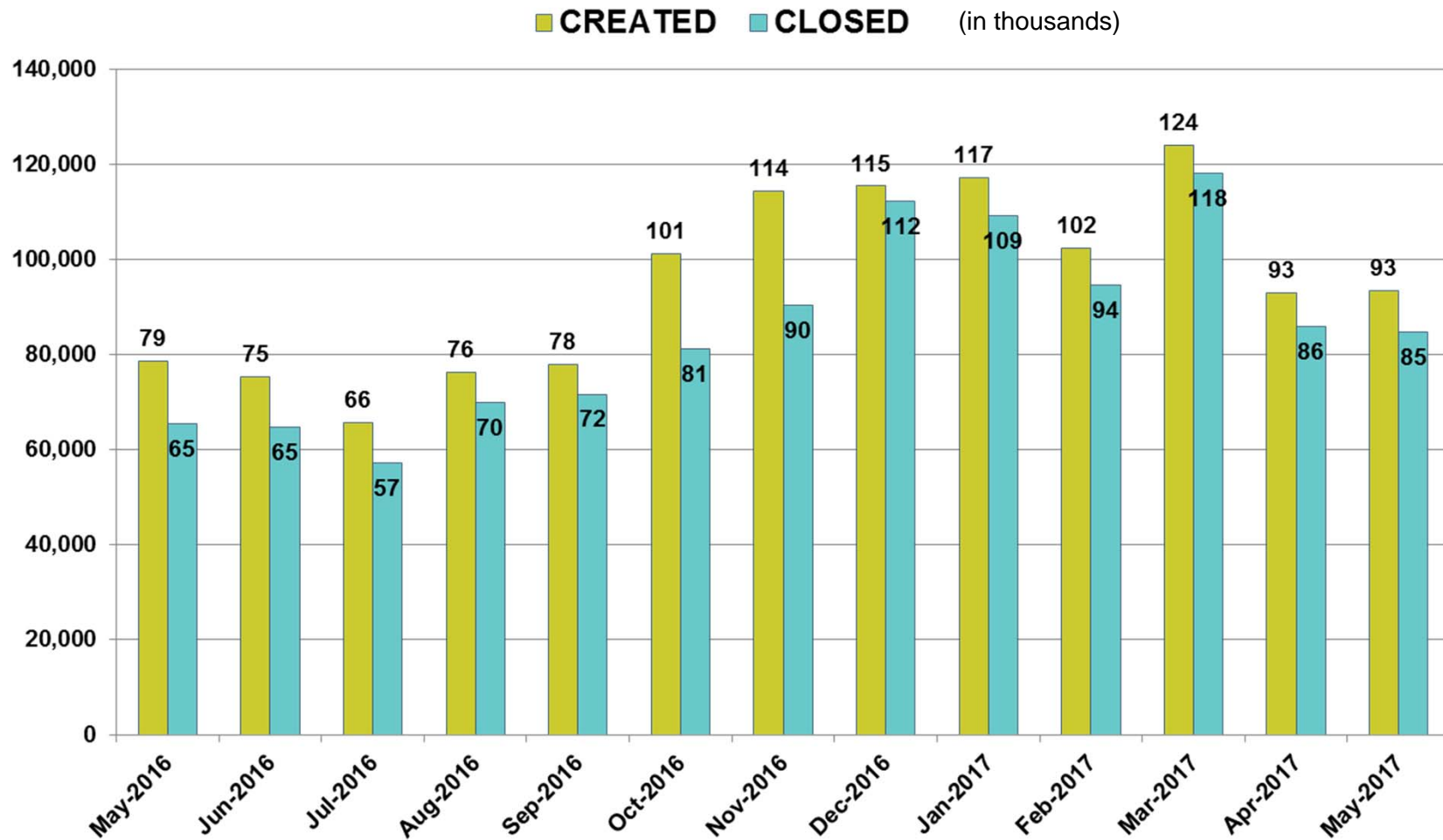
Maintenance Work Orders (in Days)



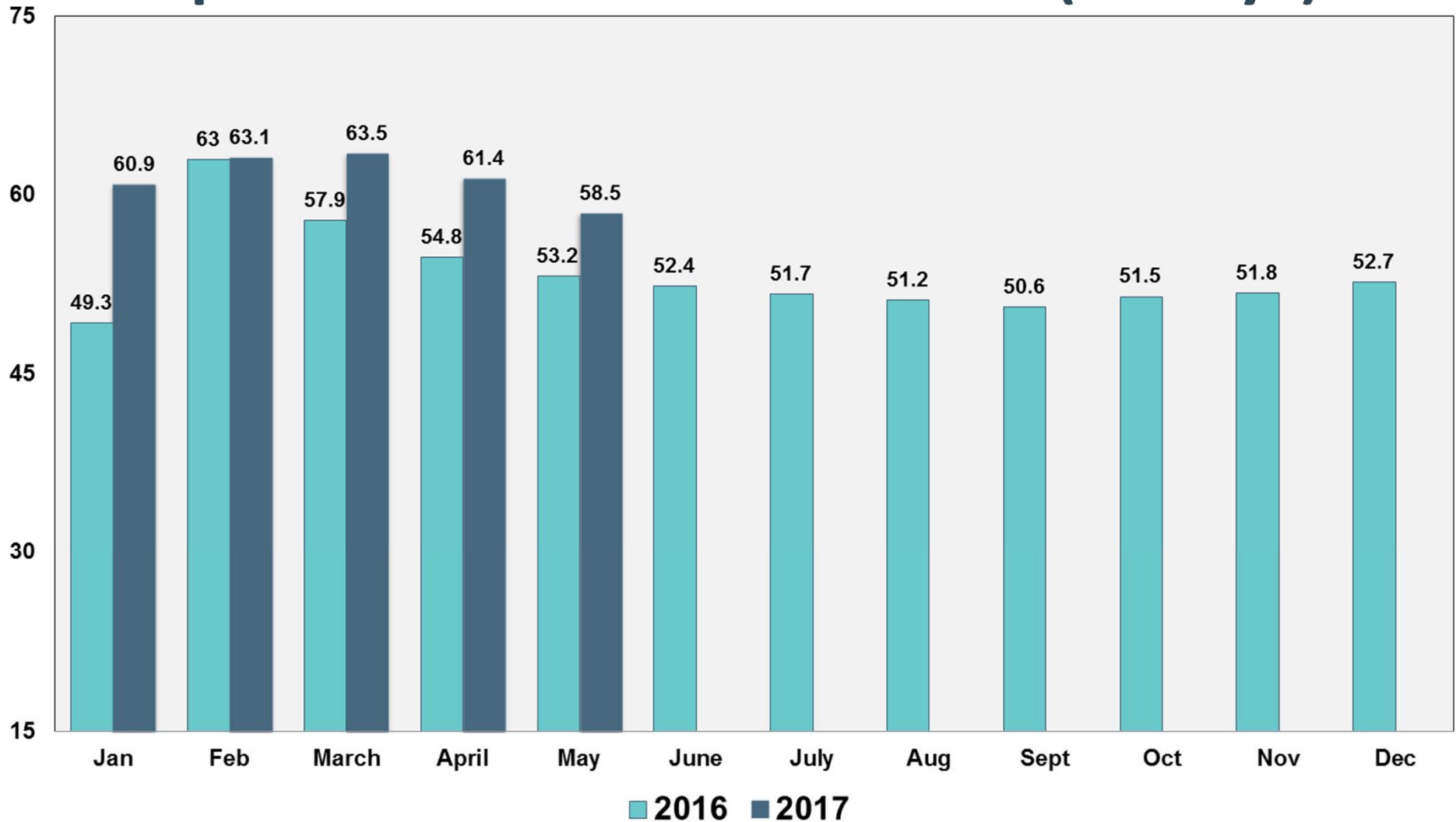
Skilled Trades Work Orders (in Days)



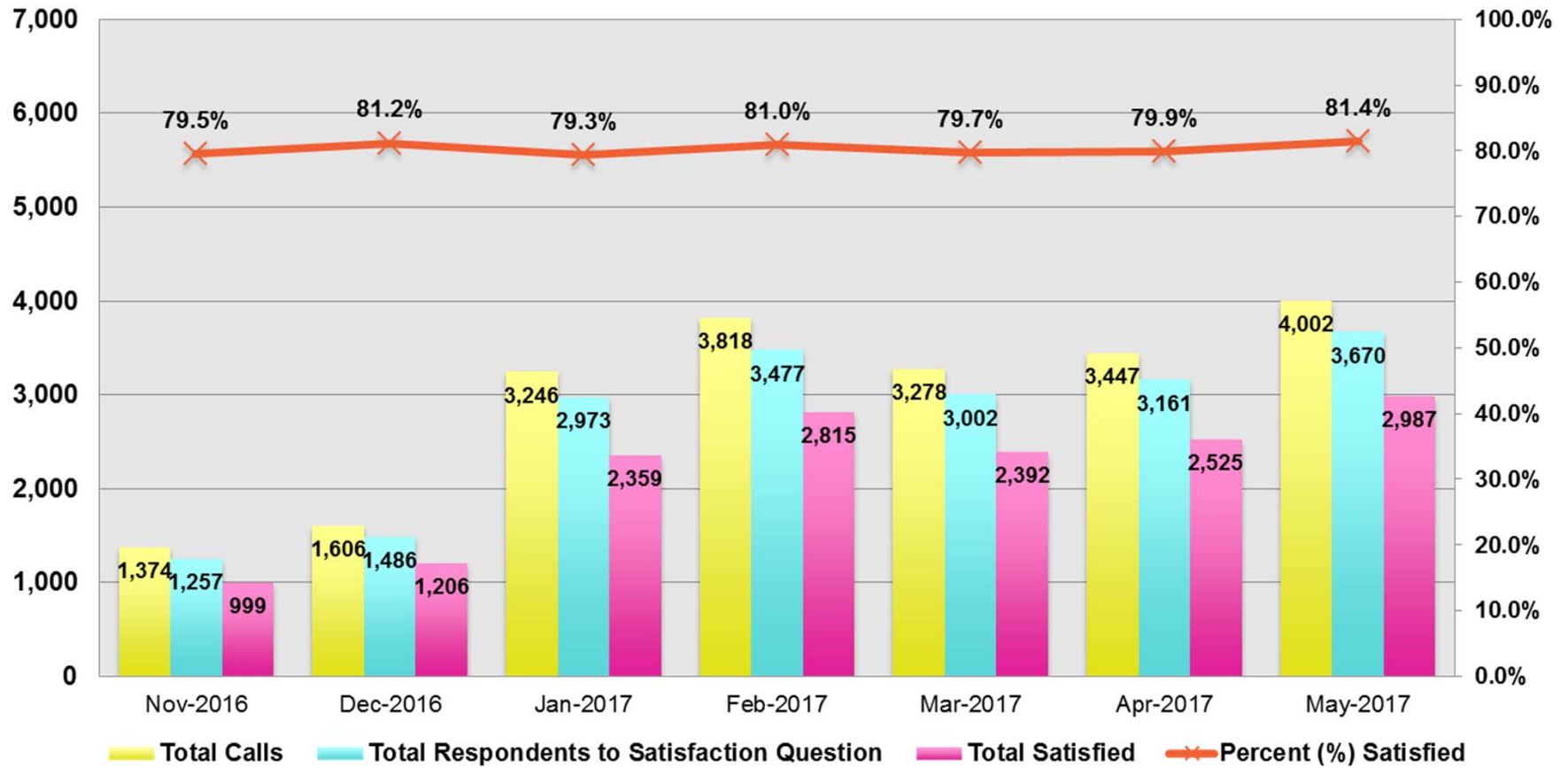
Skilled Trades Work Orders



Apartment Turnaround Time (in Days)



Customer Satisfaction



Operational Updates



Sustainability and Safety: New Lighting in 18 Brooklyn Developments



New lights installed in 18 NYCHA developments across Brooklyn are expected to:

- ❑ Cut NYCHA's electricity bill by \$1.6 million annually
- ❑ Reduce NYCHA's annual carbon dioxide emissions by 6,563 tons
- ❑ Benefit 36,000 residents



“NYCHA’s project shows how a simple lighting change can make a big difference in a customer’s energy costs.”

- Vicki Kuo, Director of Energy Efficiency and Demand Management programs at Con Edison

National Safety Month: Camera Installation



State-of-the-art closed-circuit television cameras installed at 22 developments

Part of the **Mayor Action Plan (MAP) for Neighborhood Safety**, a plan to reduce violence and increase neighborhood safety

MAP has **allocated \$140 million** for security enhancements like cameras, lighting, and layered-access control doors

"I am pleased to see the City take these steps and will keep fighting for resources at the federal level to ensure we are adequately investing in housing security measures like these."

- Nydia M. Velazquez (D-NY, 7th District)

Heating Season: An Overview

October 1, 2016 - May 31, 2017



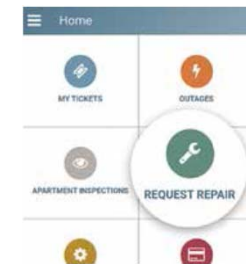
Heating Season: Initiatives

❑ Preventative maintenance

- **1,967** Boilers
- **2,000** Hot Water Tanks
- **1,309** Vacuum Tanks
- **650** Condensate tanks

❑ Implemented IT resources to track and monitor performance.

- Heating Dashboard
- Handheld Devices



Heating Season: Accomplishments

- ❑ **68%:** Reduction in boiler outages in May 2017 (69) compared to May 2016 (217)
- ❑ **4.8 hours:** Reduction in the average response time to complete a high priority no heat/hot water work order – 31.2% improvement
- ❑ **50%:** Reduction in the number of developments (7) with mobile boiler rentals used during 2016/17 heating season, compared to 2015/16 season

THREE-THOUSAND ONE HUNDRED AND FIFTEENTH MEETING

Wednesday, June 28, 2017

ADJOURNMENT

On Motion, without objection, the meeting was duly adjourned at 11:10 A.M.

A handwritten signature in black ink, appearing to read "Jacqueline C. Hernandez", written over a horizontal line.

Jacqueline C. Hernandez, Esq.
Assistant Corporate Secretary