

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

*Disposition*  
*Regular Meeting*  
*Wednesday, January 4, 2012*

Authority Minutes

Minutes of Regular Meeting, Wednesday, December 21, 2011

**APPROVED**

- 1 Authorization to Appoint Vickie A. Tillman as an Independent Member of the Audit Committee

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

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Authorization is requested, pursuant to Section III of the Charter of the Audit Committee of the Authority, as established by Board Resolution 03-6/18-18, and amended by Board Resolutions 04-12/15-6 and 10-3/3-7, to appoint Vickie A. Tillman as an Independent Member of the Audit Committee.

**APPROVED**

- 2 Ratification of a Change Order to Contract No. RF9015378, Awarded to AKRO General Contracting, Inc.

Location:	Washington Heights Rehab IV (c)
Submitting Department:	Capital Projects Administration
Funding Source:	Capital – Stimulus
Amount:	\$21,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to ratify a change order to Contract No. RF9015378, awarded to AKRO General Contracting, Inc. for roofing replacement and asbestos abatement, authorized by Board Resolution 09-12/9-10. The change order was required for the installation of new 4" concrete roof deck at the bulkhead and additional asbestos abatement.

**APPROVED**

3 Ratification of a Change Order to Contract No. ST1117762, Awarded to Zoria Housing LLC

Location:	Castle Hill (LLC I)
Submitting Department:	Mixed Finance Asset Management
Funding Source:	Capital – Mixed Finance
Amount:	\$300,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to ratify a change order to Contract No. ST1117762 awarded to Zoria Housing LLC, for the repair of water tank enclosure, authorized by Board Resolution 11-9/14-5. The change order was required to remove the existing roof beneath the water tanks and replace it with a liquid applied roofing system.

**WITHDRAWN**

4 Ratification of a Change Order to the Contract between the Authority's Construction Manager, STV Construction, Inc. and its Subcontractor, Ashnu International, Inc.

Location:	Linden (LLC II)
Submitting Department:	Mixed Finance Asset Management
Funding Source:	Capital – Mixed Finance
Amount:	\$345,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to ratify a change order to the contract between the Authority's Construction Manager, STV Construction, Inc., and Subcontractor, Ashnu International, Inc. ("Ashnu"), for replacement of two (2) roof water tanks, brickwork for repair of unsafe conditions, upgrade of lobby entrances and building exit doors, pursuant to Construction Management Task Order #15. The change order required Ashnu to provide additional sidewalk sheds in order to meet the requirements of the Building Code for additional façade repairs, which repairs were necessary to address conditions discovered during the performance of the contract work.

**APPROVED**

5 Authorization to Exercise the First One (1) Year Renewal Option in an Agreement with FJC Security Services, Inc.

Location:	Various (Citywide)
Submitting Department:	Security
Funding Source:	Operating & Capital – Federal
Amount:	\$7,700,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to exercise the first one-year renewal option in the agreement with FJC Security Services, Inc., for security guard services at various Senior Developments, Central Office and Satellite Office locations, authorized by Board Resolution 08-12/24-3, for an initial three-year term with two (2) one-year renewal options, the renewal period commencing on January 8, 2012 and continuing through January 7, 2013.

**APPROVED**

6 Authorization to Enter into an Agreement with Intech 21, Inc.

Location:	Various (Citywide)
Submitting Department:	Energy
Funding Source:	Operating – Federal
Amount:	\$208,514.00
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into an agreement with Intech 21, Inc., for maintenance of the Authority's Computerized Heating Automated System, commencing on January 9, 2012 and continuing through January 8, 2013, or commencing on such other date as may be determined by the Acting General Manager or the Acting Deputy General Manager for Finance and continuing for one (1) year thereafter. The contract also provides for four (4) one-year renewal options, to be exercised at the Authority's sole discretion, with the not-to-exceed amount to be determined at such time that the option is exercised.

**APPROVED**

7 Authorization to Enter into an Agreement with Island Claims Services, Inc.

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating – Self Insurance Fund
Amount:	\$1,250,000.00
Projected Section 3 Hires:	1

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Authorization is requested to enter into an agreement with Island Claims Services, Inc. to provide investigation, adjustment and trial preparation services on personal injury and property damage claims brought against the Authority, commencing on January 17, 2012 and continuing through January 16, 2015, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for three (3) years thereafter, with two (2) one-year renewal options.

**APPROVED**

8 Authorization to Enter into an Agreement with Network Adjusters, Inc.

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating – Self Insurance Fund
Amount:	\$1,250,000.00
Projected Section 3 Hires:	1

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Authorization is requested to enter into an agreement with Network Adjusters, Inc. to provide investigation, adjustment and trial preparation services on personal injury and property damage claims brought against the Authority, commencing on January 17, 2012 and continuing through January 16, 2015, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for three (3) years thereafter, with two (2) one-year renewal options.

**APPROVED**

9 Authorization to Enter into an Agreement with Cardinal Claim Service, Inc.

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating – Self Insurance Fund
Amount:	\$1,666,666.66
Projected Section 3 Hires:	1

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Authorization is requested to enter into an agreement with Cardinal Claim Service, Inc. to provide investigation, adjustment and trial preparation services on personal injury and property damage claims brought against the Authority, commencing on January 17, 2012 and continuing through January 16, 2015, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for three (3) years thereafter, with two (2) one-year renewal options.

**APPROVED**

10 Authorization to Enter into an Agreement with United Claims Service, Inc.

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating – Self Insurance Fund
Amount:	\$1,666,666.66
Projected Section 3 Hires:	2

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Authorization is requested to enter into an agreement with United Claims Service, Inc. to provide investigation, adjustment and trial preparation services on personal injury and property damage claims brought against the Authority, commencing on January 17, 2012 and continuing through January 16, 2015, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for three (3) years thereafter, with two (2) one-year renewal options.

**APPROVED**

11 Authorization to Enter into an Agreement with Towers Watson Pennsylvania, Inc.

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating – Self Insurance Fund
Amount:	\$1,074,400.00
Projected Section 3 Hires:	1

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Authorization is requested to enter into an agreement with Towers Watson Pennsylvania, Inc. to provide actuarial consulting services to assess and adjust third-party claims liability and workers' compensation claims liability, commencing on January 17, 2012 and continuing through January 16, 2017, or commencing on such other date as may be determined by the Acting General Manager or the Acting Deputy General Manager for Finance and continuing for five (5) years thereafter.

**APPROVED**

12 Authorization to Enter into an Agreement with Marsh USA Inc.

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating – Self Insurance Fund
Amount:	\$3,237,165.00
Projected Section 3 Hires:	2

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Authorization is requested to enter into an agreement with Marsh USA Inc. to provide risk control consulting services, commencing on January 17, 2012 and continuing through January 16, 2017, or commencing on such other date as may be determined by the Acting General Manager or the Acting Deputy General Manager for Finance and continuing for five (5) years thereafter.

**APPROVED**

13 Authorization to Enter into an Agreement with Vision Risk Services, LLC

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating - Self Insurance Fund
Amount:	\$930,000.00
Projected Section 3 Hires:	1

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Authorization is requested to enter into an agreement with Vision Risk Services, LLC to provide auditing services for the Authority's general liability and workers' compensation self-insurance programs, commencing on January 17, 2012 and continuing through January 16, 2017, or commencing on such other date as may be determined by the Acting General Manager or the Acting Deputy General Manager for Finance and continuing for five (5) years thereafter.

**APPROVED**

14 Authorization to Enter into an Agreement with J.P. West, Inc.

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating - Federal & Self Insurance Fund
Amount:	\$1,882,904.00
Projected Section 3 Hires:	1

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Authorization is requested to enter into an agreement with J.P. West, Inc. to provide risk management consulting services for the Authority's overall risk management program, commencing on January 17, 2012 and continuing through January 16, 2017, or commencing on such other date as may be determined by the Acting General Manager or the Acting Deputy General Manager for Finance and continuing for five (5) years thereafter.

**APPROVED**

15 Authorization to Enter into an Agreement with Towers Watson Pennsylvania, Inc.

Location:	Non-Development
Submitting Department:	General Services
Funding Source:	Operating – Federal & Self Insurance Fund
Amount:	\$3,285,000.00
Projected Section 3 Hires:	1

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Authorization is requested to enter into an agreement with Towers Watson Pennsylvania, Inc. to provide insurance broking services on behalf of the Authority for all lines of coverage, commencing on January 17, 2012 and continuing through January 16, 2017, or commencing on such other date as may be determined by the Acting General Manager or the Acting Deputy General Manager for Finance and continuing for five (5) years thereafter.

**APPROVED**

16 NYCHA Commercial Lease

Location:	Drew – Hamilton (LLC I)
Submitting Department:	Facility Planning Administration
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into a renewal lease agreement between the Authority, as Landlord, and Confesora Beauty Salon Inc., as Tenant, for the commercial space located on the street level of the building at 2452 Adam Clayton Powell Boulevard, New York, NY, which space is known as store number 5, in the Drew - Hamilton Houses (LLC I) development. The premises will be utilized as a hair salon. The term of the lease will be five (5) years, commencing on March 1, 2012 and continuing through February 28, 2017, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for five (5) years thereafter, at an annual base rent of \$18,300.00 for the first year, with three percent annual increases for the remainder of the term. Total Revenue: \$97,157.18.

**APPROVED**

17 NYCHA Commercial Lease

Location:	Red Hook I
Submitting Department:	Facility Planning and Administration
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into a renewal lease agreement between the Authority, as Landlord, and Lin's Garden Kitchen Inc., as Tenant, for the commercial space located on the street level of the building at 590 Clinton Street, Brooklyn, NY, which space is known as store number 3, in the Red Hook I Houses development. The premises will be utilized as a restaurant. The term of the lease will be five (5) years, commencing on March 1, 2012 and continuing through February 28, 2017, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for five (5) years thereafter, at an annual base rent of \$17,400.00 for the first year, with three percent annual increases for the remainder of the term. Total Revenue: \$92,378.96.

**APPROVED**

18 NYCHA Commercial Lease

Location:	Red Hook I
Submitting Department:	Facility Planning and Administration
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into a renewal lease agreement between the Authority, as Landlord, and Hung Van La d/b/a Y&M Cleaners, as Tenant, for the commercial space located on the street level of the building at 592 Clinton Street, Brooklyn, NY, which space is known as store number 4, in the Red Hook I Houses development. The premises will be utilized as a dry cleaner. The term of the lease will be five (5) years, commencing on March 1, 2012 and continuing through February 28, 2017, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for five (5) years thereafter, at an annual base rent of \$15,334.00 for the first year, with three percent annual increases for the remainder of the term. Total Revenue: \$81,410.29.

**APPROVED**

19 NYCHA Commercial Lease

Location:	Taft Rehab
Submitting Department:	Facility Planning Administration
Funding Source:	Operating – Federal
Amount:	\$4,449.89
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into a lease agreement between the Authority, as Landlord, and Royal Pet Care Inc., as Tenant, for the commercial space located on the street level of the building at 182 Lenox Avenue, New York, NY, which space is known as store number 2, in the Taft Rehab development. The premises will be utilized as a pet supply store. The term of the lease will be five (5) years, commencing on February 1, 2012 and continuing through January 31, 2017, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for five (5) years thereafter, at an annual base rent of \$28,500.00 for the first year, exclusive of a two (2) month rent concession, with three percent annual increases for the remainder of the term. The Authority will be responsible for payment of a real estate brokerage commission in the amount of \$4,449.89 to complete this transaction. Total Revenue: \$142,110.48.

**APPROVED**

20 NYCHA Commercial Lease

Location:	Frederick Samuel (LLC I)
Submitting Department:	Facility Planning and Administration
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into a lease agreement between the Authority, as Landlord, and B & B Fish & Chips Corp., as Tenant, for the commercial space located on the street level of the building at 2453 Adam Clayton Powell Boulevard, New York, NY, which space is known as store number 1, in the Frederick Samuel Houses (LLC I) development. The premises will be utilized as a restaurant. The term of the lease will be five (5) years, commencing on February 1, 2012 and continuing through January 31, 2017, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for five (5) years thereafter, at an annual base rent of \$24,000.00 for the first year, exclusive of a two (2) month rent concession, with three percent annual increases for the remainder of the term. Total Revenue: \$123,419.26.

**APPROVED**

21 NYCHA Commercial Lease

Location:	Queensbridge South
Submitting Department:	Facility Planning and Administration
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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Authorization is requested to enter into a lease agreement between the Authority, as Landlord, and East River Development Alliance, Inc., as Tenant, for the commercial space located on the street level of the building at 10-34 to 10-38 41<sup>st</sup> Avenue, Long Island City, NY, which space is known as store numbers 17-19, in the Queensbridge South Houses development. The premises will be utilized as a workforce development, financial education and employment office. The term of the lease will be ten (10) years, commencing on March 1, 2012 and continuing through February 28, 2022, or commencing on such other date as may be determined by the Acting General Manager or the First Deputy General Manager and continuing for ten (10) years thereafter, at an annual base rent of \$63,196.00 for the first year, exclusive of a three (3) month rent concession, with three percent annual increases for the remainder of the term. At the tenant's expense, paid through the tenant's grant from the New York City Council, the Authority will construct, furnish, and equip the premises for the tenant's use. Total Revenue: \$708,672.32.

**APPROVED**

22 Authorization to Enter into an Agreement with Ernst & Young LLP

Location:	Non-Development
Submitting Department:	Audit
Funding Source:	Operating – Federal & Mixed Finance
Amount:	\$2,573,655.00
Projected Section 3 Hires:	N/A

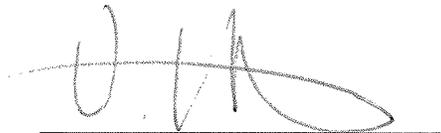
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Authorization is requested to enter into an agreement with Ernst & Young LLP to conduct a Single Audit of the Authority's operations for the fiscal year period ending December 31, 2011, with three (3) one-year renewal options.

**APPROVED**

23 Vice-Chair Youssouf moved that the Members be authorized to meet in Executive Sessions today and one week from today, to discuss employee disciplinary proceedings, tenancy termination proceedings, grievances, real estate, and financial matters concerning the Authority.

**APPROVED**

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

Vilma Huertas  
Secretary