

NEW YORK CITY HOUSING AUTHORITY
Office of the Corporate Secretary

Regular Meeting
Wednesday, January 26, 2022

I. Authority Minutes

Adoption of Minutes of Regular Meeting, Wednesday, December 29, 2021

II. Reports

III. Authority Calendar

Calendar of Regular Meeting, Wednesday, January 26, 2022

1 Authorization to Enter into an Indefinite Delivery, Indefinite Quantity ("IDIQ") Agreement with Eriksen Translations Inc. ("Eriksen")

Location:	Non-Development
Administering Department:	Communications
Funding Source:	Operating – Federal
Amount:	\$2,500,000.00
Projected Section 3 Hires/Labor Hours:	Approved under HUD new rule - Labor Hours

Authorization is requested to enter into an IDIQ agreement with Eriksen for written translation services, commencing on February 1, 2022 and continuing through January 31, 2027, or commencing on such other date as may be determined by the Chief Procurement Officer or the Chief Communications Officer and continuing for five (5) years thereafter, which includes an initial three-year term and two (2) one-year renewal options to be renewed automatically, unless the Authority, at its sole discretion, provides written notice of its intent not to renew, prior to the expiration of the expiring term.

N/A = NOT APPLICABLE

2 Authorization to Enter into an Agreement with T-Mobile USA, Inc. ("T-Mobile")

Location:	Non-Development
Administering Department:	IT Infrastructure & Operations
Funding Source:	Operating – Federal & Section 8
Amount:	\$15,000,000.00
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to enter into an agreement with T-Mobile for wireless and cellular devices and usage service, commencing on February 1, 2022 and continuing through January 31, 2027, or commencing on such other date as may be determined by the Chief Procurement Officer or the Executive Vice-President and Chief Information Officer and continuing for five (5) years thereafter, utilizing the terms and conditions of the New York City Department of Information Technology and Telecommunications Master Services Agreement Contract Number CT-1-858-20181400619. There are no renewal options.

3 Authorization to Enter into an Agreement with Edgewood Partners Insurance Center ("EPIC")

Location:	Non-Development
Administering Department:	Risk Management
Funding Source:	Operating – Federal & Self-Insurance Fund (GL & WC)
Amount:	\$3,598,750.00
Projected Section 3 Hires/Labor Hours:	Approved under HUD new rule – Labor Hours

Authorization is requested to enter into an agreement with EPIC for insurance brokerage services, commencing on February 1, 2022 and continuing through January 31, 2027, or commencing on such other date as may be determined by the Chief Procurement Officer or the Chief Financial Officer and continuing for five (5) years thereafter, which includes an initial three-year term and two (2) one-year renewal options to be renewed automatically, unless the Authority, at its sole discretion, provides written notice of its intent not to renew, prior to the expiration of the expiring term.

4 Authorization to Enter into an Agreement with Marsh USA Inc. ("Marsh USA")

Location:	Non-Development
Administering Department:	Risk Management
Funding Source:	Operating – Self-Insurance Fund (GL & WC)
Amount:	\$3,870,000.00
Projected Section 3 Hires/Labor Hours:	Approved under HUD new rule – Labor Hours

Authorization is requested to enter into an agreement with Marsh USA for risk control consultant services, commencing on February 1, 2022 and continuing through January 31, 2027, or commencing on such other date as may be determined by the Chief Procurement Officer or the Chief Financial Officer and continuing for five (5) years thereafter, which includes an initial three-year term and two (2) one-year renewal options to be renewed automatically, unless the Authority, at its sole discretion, provides written notice of its intent not to renew, prior to the expiration of the expiring term.

5 Authorization to Ratify the Entering into an Agreement with J.P. West Inc. ("J.P. West")

Location:	Non-Development
Administering Department:	Risk Management
Funding Source:	Operating – Federal & Self-Insurance Fund (GL & WC)
Amount:	\$2,256,012.00
Projected Section 3 Hires/Labor Hours:	Approved under HUD new rule – Labor Hours

Authorization is requested to ratify the entering into an agreement with J.P. West for risk management consulting services, which commenced on January 1, 2022 and is continuing through December 31, 2026, which includes an initial three-year term and two (2) one-year renewal options to be renewed automatically, unless the Authority, at its sole discretion, provides written notice of its intent not to renew, prior to the expiration of the expiring term.

6 Authorization to Ratify the Award of an Indefinite Delivery, Indefinite Quantity ("IDIQ") Contract for the Purchase and Delivery of Wooden Kitchen Cabinets

Location:	Various (Citywide)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$2,975,000.00
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to ratify the award of this IDIQ contract to the lowest responsive and responsible bidder, Vik-Jay Industries, Inc. The first lowest bidder was deemed ineligible to receive award of this IDIQ contract, as bid documents limit award of no more than one (1) IDIQ contract of this service to any one (1) vendor and the Authority seeks to award one (1) other IDIQ contract to the first lowest bidder. This IDIQ contract also provides for a one (1) one-year renewal option to be exercised at the Authority's sole discretion.

7 Award of an Indefinite Delivery, Indefinite Quantity ("IDIQ") Contract for the Purchase and Delivery of Wooden Kitchen Cabinets

Location:	Various (Citywide)
Administering Department:	Operations
Funding Source:	Operating – Federal
Amount:	\$2,975,000.00
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to award this IDIQ contract to the lowest responsive and responsible bidder, Big Apple Sign Corp. The first lowest bidder was deemed non-responsive for the submission of an unrealistic low estimated cost. This IDIQ contract also provides for a one (1) one-year renewal option to be exercised at the Authority's sole discretion.

8 Authorization of a Contract Capacity Increase to Indefinite Delivery, Indefinite Quantity ("IDIQ") Contract No. 1915884 Awarded to Raz Interiors Ltd. ("Raz Interiors")

Location:	Various (Citywide)
Administering Department:	Operations – Management & Planning
Funding Source:	Operating – Federal
Amount:	\$3,881,101.40
Projected Section 3 Hires/Labor Hours:	3

Authorization is requested to approve a contract capacity increase to this IDIQ contract awarded to Raz Interiors for maintenance painting of (i) apartments and (ii) interior and exterior public spaces, authorized by Board Resolution 19-7/31-31 and as subsequently amended for an initial two-year term with one (1) one-year renewal option, to increase the not-to-exceed amount, in order to fund the continued provision of services during the remainder of the initial two-year term, which commenced on August 3, 2020 and is continuing through August 2, 2022.

9 Authorization of a Contract Capacity Increase to Indefinite Delivery, Indefinite Quantity ("IDIQ") Contract No. 2022540 Awarded to Encore Construction & Contracting Inc ("Encore")

Location:	Various (Citywide)
Administering Department:	Operations – Management & Planning
Funding Source:	Operating – Federal
Amount:	\$5,250,000.00
Projected Section 3 Hires/Labor Hours:	Approved under HUD new rule – Labor Hours

Authorization is requested to approve a contract capacity increase to this IDIQ contract awarded to Encore for cleaning of stair halls and floor maintenance, authorized by Board Resolution 21-2/24-10 for an initial two-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 during the remainder of the initial two-year term, which commenced on April 13, 2021 and is continuing through April 12, 2023.

10 Authorization to Amend Board Resolution 20-5/27-3

Location:	Various (Bronx & Brooklyn)
Administering Department:	Capital Projects Division
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires/Labor Hours:	TBD

Authorization is requested to amend Board Resolution 20-5/27-3, which authorized the entering into four (4) Design-Build Heating Contracts (“DBH Contract(s)”) for four (4) projects for design and construction of comprehensive heating systems, to (i) reflect the division of one (1) project into two (2) projects (resulting in five (5) DBH Contracts for five (5) projects), and (ii) include an additional two (2) firms to participate in the submission of proposals under the Request for Proposals stage of the process for the DBH Contracts.

11 Award of a Contract for Underground Fire and Domestic Water Piping Replacement

Location:	Mitchel
Administering Department:	Capital Projects Division – Project Management Team 1
Funding Source:	Capital – City
Amount:	\$4,535,335.00
Projected Section 3 Hires/Labor Hours:	Approved under HUD new rule – Labor Hours

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

12 Award of a Contract for Roofing Replacement and Rooftop Structure Renovation

Location:	Vladeck
Administering Department:	Capital Projects Division – Project Management Team 1
Funding Source:	Capital – City
Amount:	\$17,810,133.38
Projected Section 3 Hires/Labor Hours:	Approved under HUD new rule – Labor Hours

Authorization is requested to award this contract to the lowest responsive and responsible bidder, Vikrant Contracting & Builders Inc. The first lowest bidder was deemed non-responsive for failure to list the correct Request For Quotations number on its Form of Proposal and bid bond, as outlined in the Authority's bid documents.

13 Award of a Contract for Roofing Replacement and Rooftop Structure Renovation

Location:	Vladeck II
Administering Department:	Capital Projects Division – Project Management Team 1
Funding Source:	Capital – City
Amount:	\$2,681,737.86
Projected Section 3 Hires/Labor Hours:	Approved under HUD new rule – Labor Hours

Authorization is requested to award this contract to the lowest responsive and responsible bidder, Vikrant Contracting & Builders Inc.

- 14 Authorization to Ratify a Change Order to Contract No. GR1508590 Awarded to AWL Industries Inc. ("AWL") Related to the Response to and Recovery from Hurricane Sandy

Location:	Carleton Manor
Administering Department:	Capital Projects Division – Recovery and Resilience
Funding Source:	Capital – FEMA
Amount:	\$103,746.98
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to ratify a change order to this contract awarded to AWL for restoration, authorized by Board Resolution 16-7/27-18 and as subsequently amended for an initial 570-day term, to increase the amount, in order to fund the additional assigned work during the extended 365-day term, which commenced on June 30, 2021 and is continuing through June 29, 2022.

- 15 Authorization to Amend and Restate the Authority's Audit and Finance Committee Charter

Location:	Non-Development
Administering Department:	Strategy and Innovation
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to amend and restate the Authority's Audit and Finance Committee Charter (the "Charter"), adopted pursuant to Board Resolution 21-4/28-2. The amended Charter shall take effect as of January 26, 2022.

The amendment of the Charter shall in no way invalidate, impair or affect any action heretofore taken or anything heretofore done pursuant to Board Resolutions in effect prior to this Board Resolution.

- 16 Authorization to Approve the Chair's Appointment of Victor A. Gonzalez and Emma Wolfe as Members of the Audit and Finance Committee

Location:	Non-Development
Administering Department:	Strategy and Innovation
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to approve the Chair's appointment of Victor A. Gonzalez and Emma Wolfe as Members of the Audit and Finance Committee, pursuant to Section II of the Charter of the Audit and Finance Committee of the New York City Housing Authority, as adopted by Board Resolution 21-4/28-2 and as subsequently amended by Board Resolution 22-1/26-15. The appointment shall be effective January 1, 2022 through December 31, 2022.

- 17 Authorization to Approve the Chair's Appointment of Joseph Adams, Magalie D. Austin, Paula Gavin, and Victor A. Gonzalez as Members of the Resident and Community Affairs Committee

Location:	Non-Development
Administering Department:	Strategy and Innovation
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to approve the Chair's Appointment of Joseph Adams, Magalie D. Austin, Paula Gavin, and Victor A. Gonzalez as Members of the Resident and Community Affairs Committee, pursuant to Section II of the Charter of the Resident and Community Affairs Committee of the New York City Housing Authority, as adopted by Board Resolution 21-4/28-3. The appointment shall be effective January 1, 2022 through December 31, 2022.

- 18 Authorization to Approve the Chair's Appointment of Joseph Adams, Magalie D. Austin, and Paula Gavin as Members of the Operations, Compliance and Capital Committee

Location:	Non-Development
Administering Department:	Strategy and Innovation
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to approve the Chair's Appointment of Joseph Adams, Magalie D. Austin, and Paula Gavin as Members of the Operations, Compliance and Capital Committee, pursuant to Section II of the Charter of the Operations, Compliance and Capital Committee of the New York City Housing Authority, as adopted by Board Resolution 21-4/28-4. The appointment shall be effective January 1, 2022 through December 31, 2022.

- 19 Authorization to Approve the Chair's Appointment of Victor A. Gonzalez and Emma Wolfe as Members of the Governance Committee

Location:	Non-Development
Administering Department:	Strategy and Innovation
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires/Labor Hours:	Not Required

Authorization is requested to approve the Chair's appointment of Victor A. Gonzalez and Emma Wolfe as Members of the Governance Committee, pursuant to Section II of the Charter of the Governance Committee of the New York City Housing Authority, as adopted by Board Resolution 21-4/28-5. The appointment shall be effective January 1, 2022 through December 31, 2022.