

NEW YORK CITY HOUSING AUTHORITY

THREE-THOUSAND SEVENTY-SIXTH MEETING

Minutes of Board Meeting

Wednesday, January 29, 2014

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

Present: Kyle E. Kimball, Vice-Chairman  
Diahann Billings-Burford, Member  
Beatrice Byrd, Member  
Victor A. Gonzalez, Member  
Willie Mae Lewis, Member  
Cecil R. House, General Manager  
Vilma Huertas, Corporate Secretary

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

*Minutes*  
*Regular Meeting*  
*Wednesday, January 29, 2014*

Authority Minutes

Minutes of Special Meeting, Tuesday, December 31, 2013

**APPROVED**

1 Rejection of All Bids for Rear Exit Doors and Frames Replacement

Location:	Pink
Submitting Department:	Capital Projects Administration
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 contract will be rebid.

**APPROVED**

2 Rejection of All Bids for Exterior Restoration and Roofing Replacement

Location:	Isaacs & Jefferson
Submitting Department:	Capital Projects Administration
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 contract will be rebid.

**APPROVED**

3 Award of a Contract for Elevator Rehabilitation, Maintenance and Service

Location:	Roosevelt I
Submitting Department:	Capital Projects Administration
Funding Source:	Operating & Capital – Federal
Amount:	\$4,655,250.00
Projected Section 3 Hires:	2

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Authorization is requested to award this contract to the lowest responsive and responsible bidder, Alliance Elevator Company.

**APPROVED**

4 Award of a Contract for Elevator Rehabilitation, Maintenance and Service

Location:	Garvey (Group A)
Submitting Department:	Capital Projects Administration
Funding Source:	Operating & Capital – Federal
Amount:	\$2,241,632.00
Projected Section 3 Hires:	1

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Authorization is requested to award this contract to the lowest responsive and responsible bidder, Nouveau Elevator Industries, Inc.

**APPROVED**

5 Award of a Contract for Major Renovations

Location:	Harlem River
Submitting Department:	Capital Projects Administration
Funding Source:	Capital – Federal
Amount:	\$22,036,647.48
Projected Section 3 Hires:	8

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

**APPROVED**

6 Award of a Requirement Contract for Emergency Tree Removal, Stump Removal and Pruning

Location:	Various (Bronx)
Submitting Department:	Procurement
Funding Source:	Operating – Federal
Amount:	\$1,593,670.00
Projected Section 3 Hires:	1

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Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, Almstead Tree & Shrub Care Company, 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 Emergency Tree Removal, Stump Removal and Pruning

Location:	Various (Brooklyn)
Submitting Department:	Procurement
Funding Source:	Operating – Federal
Amount:	\$1,946,700.00
Projected Section 3 Hires:	1

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Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, Trees 'R' Us, 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 Award of a Requirement Contract for Emergency Tree Removal, Stump Removal and Pruning

Location:	Various (Manhattan)
Submitting Department:	Procurement
Funding Source:	Operating – Federal
Amount:	\$1,607,930.00
Projected Section 3 Hires:	1

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Authorization is requested to award this requirement contract to the lowest responsive and responsible bidder, THM Landcare, Inc. D/B/A Tree Health, for the not-to-exceed amount. The first lowest bidder was deemed non-responsive for failing to provide documentation certifying that the majority of the company's work for the past three (3) years has been engaged primarily in the performance of tree removal and tree maintenance work. This requirement contract also provides for a one (1) one-year renewal option to be exercised at the Authority's sole discretion.

**APPROVED**

9 Award of a Requirement Contract for Wood Kitchen Cabinets

Location:	Various (Citywide)
Submitting Department:	Procurement
Funding Source:	Operating & Capital – Federal/State/City
Amount:	\$7,674,315.93
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, Cuisine Crotone, Inc.

**APPROVED**

10 Authorization to Ratify an Increase to the Not-To-Exceed Amount of the Requirement Contract with Guardian Service Industries, Inc. for Exterminating Services for Bed Bugs in Apartments

Location:	Various (Manhattan)
Submitting Department:	Procurement
Funding Source:	Operating – Federal
Amount:	\$1,640,920.32
Projected Section 3 Hires:	N/A

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Authorization is requested to ratify an increase to the not-to-exceed amount of the requirement contract with Guardian Service Industries, Inc. ("Guardian"), authorized by Board Resolution 11-5/11-1, in order to pay Guardian \$461,032.14 in outstanding invoices for services performed and to allow for the continued provision of services.

**APPROVED**

11 Authorization to Amend the Agreement with Five Star Reporting, Inc.

Location:	Non-Development
Submitting Department:	Procurement
Funding Source:	Operating – Federal & Self Insurance Fund
Amount:	\$75,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to amend the agreement with Five Star Reporting, Inc., for stenographic reporting and transcription services, authorized by Board Resolution 10-1/6-3, for an initial two-year term with two (2) renewal options, to increase the not-to-exceed amount, in order to fund a one-year renewal option that the Authority seeks to exercise, commencing on February 1, 2014 and continuing through January 31, 2015, pursuant to the terms of the agreement.

**APPROVED**

12 Authorization to Amend the Agreement with Diamond Reporting, Inc.

Location:	Non-Development
Submitting Department:	Procurement
Funding Source:	Operating – Federal & Self Insurance Fund
Amount:	\$125,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to amend the agreement with Diamond Reporting, Inc., for stenographic reporting services, authorized by Board Resolution 10-1/6-8, for an initial two-year term with two (2) renewal options, to increase the not-to-exceed amount, in order to fund a one-year renewal option that the Authority seeks to exercise, commencing on February 1, 2014 and continuing through January 31, 2015, pursuant to the terms of the agreement.

**APPROVED**

13 Authorization to Amend the Agreement with Bee Reporting Agency, Inc.

Location:	Non-Development
Submitting Department:	Procurement
Funding Source:	Operating – Federal & Self Insurance Fund
Amount:	\$125,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to amend the agreement with Bee Reporting Agency, Inc., for stenographic reporting services, authorized by Board Resolution 10-1/6-9, for an initial two-year term with two (2) renewal options, to increase the not-to-exceed amount, in order to fund a one-year renewal option that the Authority seeks to exercise, commencing on February 1, 2014 and continuing through January 31, 2015, pursuant to the terms of the agreement.

**APPROVED**

14 Authorization to Amend the Agreement with Veritext Corp.

Location:	Non-Development
Submitting Department:	Procurement
Funding Source:	Operating – Federal & Self Insurance Fund
Amount:	\$125,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to amend the agreement with Veritext Corp., for stenographic reporting and transcription services, authorized by Board Resolution 10-1/6-4, for an initial two-year term with two (2) renewal options, to increase the not-to-exceed amount, in order to fund a one-year renewal option that the Authority seeks to exercise, commencing on February 1, 2014 and continuing through January 31, 2015, pursuant to the terms of the agreement.

**APPROVED**

- 15 Authorization to Amend the Agreement with Ernst & Young LLP Related to the Response to and Recovery from Hurricane Sandy

Location:	Non-Development
Submitting Department:	Executive
Funding Source:	Operating & Capital – Federal/State/City/Operating
Amount:	\$400,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to amend the 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, authorized by Board Resolution 12-1/4-22 and as subsequently amended, to increase the not-to-exceed amount related to additional auditing services, to perform additional auditing services related to the response to and recovery from Hurricane Sandy and as may be needed by the Authority's Audit Department in connection with its Single Audit requirements.

**APPROVED**

- 16 Authorization to Enter into a Commercial Lease Agreement with Bogopa-Madison LLC

Location:	Taft
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 Bogopa-Madison LLC, as Tenant, for the commercial space located on the street level of the building at 1718 Madison Avenue, New York, NY which space is known as store number 4, in the Senator Taft Houses development. The premises will continue to be utilized as a supermarket. The term of the lease will be fifteen (15) years, commencing on March 1, 2014 and continuing through February 28, 2029, or commencing on such other date as may be determined by the General Manager or the Executive Vice-President for Administration and continuing for fifteen (15) years thereafter, at an annual base rent of \$253,734.00 for the first year with a 3% annual increase for the remainder of the term. Total Revenue: \$4,719,176.82.

**APPROVED**

- 17 Authorization, Subject to the US Department of Housing and Urban Development's Approval, to (i) Execute Contracts of Sale with Authority Residents of the Occupied Single-Family FHA Repossessed Houses (Group V); and, (ii) Convey Titles in Accordance with the Authority's Public Housing Homeownership Development Plan for Project HOME

Location:	FHA Repossessed (Group V)
Submitting Department:	Development
Funding Source:	N/A
Amount:	N/A
Projected Section 3 Hires:	N/A

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Authorization is requested, subject to the US Department of Housing and Urban Development's approval, to (i) execute Contracts of Sale with qualified Authority residents of occupied single-family houses located in the Bronx, Brooklyn, and Queens included in the FHA Repossessed Houses (Group V); and, (ii) convey titles to qualified Authority residents who have satisfied the conditions in accordance with the Authority's Public Housing Homeownership Development Plan for Project HOME, pursuant to Section 5(h) of the United States Housing Act of 1937, as amended.

**APPROVED**

- 18 Ratification of two Memoranda of Understanding with the New York City Department of Housing Preservation & Development for Environmental Review Services and Authorization of Payments Thereunder

Location:	Non-Development
Submitting Department:	Development
Funding Source:	Capital – Federal
Amount:	\$1,500,000.00
Projected Section 3 Hires:	N/A

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Authorization is requested to (i) ratify two Memoranda of Understanding ("MOUs") with the New York City Department of Housing Preservation & Development ("HPD") for environmental review services ("Services") in order to compensate HPD for Services performed from 2011 through 2013; and, (ii) compensate HPD for the performance of future Services, provided that the total payment to HPD, pursuant to the MOUs, does not exceed \$1,500,000.00.

**APPROVED**

- 19 Board Member Billings-Burford moved that the Members be authorized to meet in Committee and Executive Sessions today and on any adjourned or rescheduled future date, to discuss tenancy termination proceedings, grievances, real estate, and financial matters concerning the Authority.

**APPROVED**



Vilma Huertas  
Corporate Secretary