

AGENDA
ALBANY HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
MONDAY, MAY 13, 2013 at 2:00 P.M.
200 South Pearl Street

- 1. Roll Call.**
- 2. Community Forum**
- 3. Reading and approval of the minutes of the previous meeting held April 8, 2013**
- 4. Action Calendar**

05-13-18 Approval to send 11 staff members to Philadelphia, PA. from June 9th - June 12th to attend a Tenmast National User Conference. Amount totaling \$13, 461.58 for the Hotel stay and Conference. Attendance is necessary as we will have a first major Tenmast upgrade which effects Section 8, Applications, and Public Housing and Tax Credit staff. Upgrade is scheduled for September 2013. The conference has 2 days of hands on training and is the closest location to AHA.

- Cost of Training: \$695.00 PP
- All will drive to location
- All will stay at the same hotel

05-13-19 Approval to award Contract #03-2013-5 for Repair of Flood Damage at 200 South Pearl Street to the low bidder MasterSeal of Albany, Inc. for \$67, 500.00 pending approval of Housing Authority Insurance. (Ratified)

2nd Bid: \$113,390.00, Wainschaf Associates, Inc.
3rd Bid: \$210,112.56 Quick Response Commercial, LLC.

05-13-20 Approval to award Contract #03-2013-4.1 for Carpet and Linoleum Tile Replacement in Flood Damaged Areas 200 South Pearl Street to Mohawk Valley Carpets, LLC for \$41,100.00 pending approval of Housing Authority Insurance. (Ratified)

2nd Bid: \$47,800.00, Flooring Environment, Inc.,
3rd Bid: \$48,600.00, Landmark Flooring.

05-13-21 Approval to award Contract #03-2013-4.2 for Carpet Replacement in Non-Damaged South Wing, 200 South Pearl Street to Mohawk Valley Carpets, LLC for 41,100.00. (Ratified)

2nd Bid: \$47,800.00, Flooring Environment, Inc.,
3rd Bid: \$53,600.00, Landmark Flooring.

05-13-22 Approval to enter contract with Natural Gas and Electricity provider for transportation and consumption services for Natural Gas and Electricity to AHA properties. (Vendor to be determined based on pricing refresh and current market conditions) This RFP process is coordinated by Ameresco Inc. as AHA’s energy performance contractor and coordinator for natural gas and electricity procurement. Pricing is valid in for 24 hour periods and will be executed to the provider offering the best value for AHA. (Ratified)

05-13-23 Approval to enter into a three (3) year contract with highest scoring firm, Gallivan Corporation for AHA’s Lawn Maintenance. This contract will cover existing AMP’s requirements in the annual amount of \$142,966.46 for the contract term May 14, 2013 thru May 13, 2016 with 2 additional – 1 year options to extend contract.

Ancillary services incorporated into this contract on an as needed basis include:

- | | |
|--|----------------|
| 1. One (1) cu. yd. of “Dark”/”Midnight” mulch: | Cost: \$43.10 |
| 2. Tree removal services: | Cost: \$280 |
| 3. Aeration per Acre | Cost: \$324 |
| 4. Hydro seeding per acre; | Cost: \$1,973 |
| 5. Shaping of existing shrubbery at all sites: | Cost: \$4,547 |
| 6. Spring & Fall Clean Outs at all sites: | Cost: \$14,067 |

Results of the RFP, evaluation scores, the 1 and 3 year proposal amounts are as follows:

	Vendor	Score Out of a Possible 100 Pts.	1 year proposal Amount	3 year Proposal Amount
1 st	Gallivan, Corporation	93.2	\$142,966.46	\$428,899.38
2 nd	Lawn Pro	90.8	\$157,430.00	\$472,290.00
3 rd	T&P Lawn and Landscape	69.9	\$199,160.00	\$597,480.00
4 th	Hitchcock Building and Grounds	67.3	\$121,290.00	\$363,870.00
5 th	Superior Landscaping	62.4	\$216,229.00	\$648,687.00
6 th	Premier	51.6	\$162,760.00	\$488,280.00
7 th	A Cut Above Landscaping	67.3	\$165,750.00	\$497,250.00

05-13-24 Whereas HUD has encouraged the adoption of smoke free policies in multifamily housing rental assistance programs and the Center for Disease Control has found that prohibiting smoking in all U.S. subsidized housing would lead to cost savings of about \$521 million a year, (\$341 million in Health Care costs, \$108 million in renovation costs, and \$72 million in smoking related fire costs) the 56 units under construction titled South End Phase III and the 22 units under construction at Academy Lofts on Swan Street shall be totally smoke free and Management shall establish smoke-free housing policies for those units that comply with all applicable fair housing and civil rights requirements.

5. **Reports of Committees**

6. **Unfinished Business**

7. **New Business:**

8. **Bills and Communications**

9. **Report of the Executive Secretary**

A. Monthly Management Report

B. Monthly Financial Report (Deputy Director)

C. Items for Advisement and Discussion

- **Bank Balance as of 5/9/13**

10. **Adjournment –**

NEXT MEETING:

Monday, June 10, 2013 @ 2:00 p.m.

200 South Pearl Street, Albany, New York 12202