

## AGENDA

### ALBANY HOUSING AUTHORITY BOARD OF COMMISSIONERS ANNUAL MEETING

Monday, January 12, 2015 at 1:00 P.M.  
Lombardo's Restaurant

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1. **Roll Call.**
  2. **Community Forum**
  3. **Reading and approval of the minutes of the previous meeting held November 10, 2014**
  4. **Action Calendar**
- 01-15-01** Election of Chair and Vice Chair.
- 01-15-02** Renewal of Steven T. Longo as contracting officer of the Albany Housing Authority for 2015.
- 12-14-44** Approval to enter into a 1 year contract beginning December 1, 2014 (RFQ # 0025-C-14-007) with options to renew annually for up to 3 additional years with Canon, Heyman & Weiss, LLP, Albany, New York for Legal Services relating to Construction and / or rehabilitation of low income housing financed through programs administered by New York State Homes and Community Renewal and compliance with New York State and Local Laws & Regulations affecting public and affordable housing, for an annual fee not to exceed the Amount of \$99,000.00. (Ratify)  
Other Responsive Bidders:  
2<sup>nd</sup> Place                      Reno & Cavanaugh, PLLC                      Washington, DC  
3<sup>rd</sup> Place                      Law Office of Nadine F. Shadlock                      Albany, NY
- 12-14-45** RESOLVE that the Ida Yarbrough Homes Redevelopment project and all future projects be designated “smoke free” in accordance with the standards set forth under Section 7.16 Smoke Free Building of the Enterprise Green Communities Criteria of 2011. Specifically, implement and enforce a no-smoking policy in all common and individual living areas, and with a 25-foot perimeter around the exterior of all residential projects. The lease language shall prohibit smoking in these locations and specify that it is a violation of the lease to smoke. The no-smoking restriction applies to all owners, tenants, guests, and servicepersons. (Ratify)
- 01-15-03** Approval to enter into a Lease and any other documents or agreements necessary to effectuate the Lease of a portion of the premises at 200 south Pearl Street, including the second floor of the building, to Parsons Child and Family Services, Inc. for the purpose of managing its child and family services programs for an initial term of five (5) years beginning January 15, 2015 and at an initial rent of \$125,000.00 per year upon such additional terms and in such form as the parties agree, subject to approval of the Authority’s General Counsel.

**01-15-04** Approval to enter into a Memorandum of Agreement with the New York State Division of Housing and Community Renewal and its Housing Trust Fund Corporation to manage, for a fee, 255 & 257 Livingston Ave.; 272 & 274 First St.; 30 N. Swan St. & 134 Second St. during the period that HCR forecloses on and recovers them.

**01-15-05** Approval to enter into a 3 year contract, with options for 2 additional 1 year extensions, with Bruce W. Shultis to serve legal process, including Notices of Petition & Petitions for Summary Proceedings to Recover Possession of Real Property at \$26.00 per service. Mr. Shultis is the current provider of these services and his previous contract was at \$25.00 per service. This service was procured through a Request for Proposals distributed to local firms and through the NAHRO Web Site, but Mr. Shultis submitted the sole proposal. He has provided excellent service in the past and the current rate has been determined reasonable based on the responses received in the 2010 RFP.

**01-15-06** As a result of competitive procurement Closed Captioned TV (CCTV) Monitoring Services RFP #0025-C-14-008 request approval to award a contract to **FES Installations, Inc. Monroe, NY** based upon Best Value to the AHA. This vendor provides Authority-wide monitoring and preventative maintenance services for the AHA camera network consisting of 245 cameras & equipment. This will be an Indefinite Quantity Contract consisting of annual labor (pricing table listed below) and 5% additional discount off of NYS Contract pricing and a 5% discount off of MSRP for any camera part not on state contract.

Company	Location	Amount of Annual Service
FES Installations, Inc.	Madison, NY	\$36,000.00
Simplex Grinnell, LLP	Albany, NY	\$47,000.00
Syracuse Time & Alarm Co., Inc.	Syracuse, NY	No Bid
Control Network Communications	Albany, NY	No Bid
Open Systems Integrators, Inc.	Cohoes, NY	No Bid

Contract Term: 3 year contract with 2 consecutive, 1 year options to renew with mutual consent, billed quarterly

**01-15-07** As a result of competitive HCV Inspection Services solicitation #0025-C-14-005 Re-bid we request Board approval to award a contract to **AMF Management, LLC** based upon Best Value to AHA. This vendor provides inspection services for project based voucher units which require a third party inspection as AHA cannot inspect units that we own with Section 8 project based rental subsidy.

Company	Location	Amount of HCV Annual Inspection Service	Amount of Re-Inspection
AMF Management, LLC	Albany, NY	\$55.00	\$23.00
Tech Valley Security	Rensselaer, NY	\$56.50	\$24.50
McCright	Chattanooga, TN	Withdrew bid	

Contract Term: 3 year contract with 2 consecutive, 1 year options to renew with mutual consent, billed quarterly

**01-15-08** RESOLVE to transfer the vacant lot located at 313 Clinton Avenue to the Albany County Landbank subject to their agreement to grant an easement allowing access to the rear of 299/301 Clinton Avenue, a property owned by AHA, for routine maintenance. 313 Clinton Avenue has no inherent value to AHA other than providing access to other property it owns. It's transfer to the Landbank would benefit AHA by facilitating the sale and rehabilitation of vacant properties around those owned by AHA.

- 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. Personnel Report (Employee Relations Manager)**
  - D. Items for Advisement and Discussion**
    - **Bank Balance as of 1/7/2015**
- 10. Adjournment –**

**NEXT MEETING:**

**Monday, February 10<sup>th</sup>, 2015 @ 2:30 p.m.  
200 South Pearl Street, Albany, New York 12202**