

QUINCY HOUSING AUTHORITY

QUINCY, MASSACHUSETTS 02170-2799
80 CLAY STREET

James Marathas
Executive Director
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Board Meeting Agenda 10-23-19

NOTICE OF QUINCY HOUSING AUTHORITY BOARD OF COMMISSIONERS' MEETING

DATE: October 23, 2019
TIME: 5:00 p.m.
PLACE: Tobin Towers, 80 Clay Street, Quincy, MA

The meeting location is fully accessible to persons with disabilities. Upon reasonable notice, the Authority will attempt to provide auxiliary aids which will allow persons requiring such aid to participate fully in the meeting.

Topics anticipated to be discussed:

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes of the September 18, 2019 Regular Board Meeting
- IV. Harborview Residents' Committee, Inc.
- V. Residents' Council for Elderly/Disabled Residents of the QHA

Finance/Leased Housing

1. Motion to approve and certify the FY 2020 budget for the consolidated 400-1 program, which results in requesting a subsidy of \$1,870,372.
2. Motion to approve and certify the FY 2020 budget for the consolidated 689 program, which results in a requesting a subsidy of 0.
3. Motion to approve and certify the FY 2020 budget for the MRVP state voucher program, which results in requesting a subsidy of \$0.
4. Motion to approve and certify the FY 2020 budget for consolidated federal programs as presented.
5. Motion to award the contract for the following insurance products to the lowest most responsible bidder as follows:
TBD
TBD
TBD

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Support Services/Tenant Services

1. Motion to approve and authorize the submission of an application for a Resident Service Coordinator to provide supportive services to the 400 families of the Chapter 200, State Public Housing in Snug Harbor.
2. Motion to authorize the Executive Director to enter into a one year contract with two one year options with Triple M Moving and Storage, Inc. for move out and storage services related to the eviction of residents.

Maintenance/Mod

1. Motion to Award and Authorize the Contract Officer to execute a contract to Pavilion Floors, Inc. for the Flooring Replacement at Sawyer Towers, 667-3. The contract is in the amount of \$90,950.00. The bids were opened on November 7, 2019 and Pavilion Floors, Inc. was the low bidder (See attached Bid Tabulation). The contract is subject to DHCD approval. The source of funds for this project is DHCD Formula Funding
2. Motion to Award and Authorize the Contract Officer to execute a contract to CJM Services, Inc. for the Entryway Carpet Replacement at Louie George Village, 667-2. The contract is in the amount of \$73,038.00 which includes Alternate No. 1. The bids were opened on November 9, 2019 and CJM Services, Inc. was the low bidder (See attached Bid Tabulation). The contract is subject to DHCD approval. The source of funds for this project is DHCD Formula Funding
3. Motion to Award and Authorize the Contract Officer to execute a contract to System Contracting, Inc. for the Video Surveillance System at Sawyer Towers, 667-3. The contract is in the amount of \$65,650.00. The bids were opened on November 16, 2019 and Systems Contracting, Inc. was the low bidder (See attached Bid Tabulation). The contract is subject to DHCD approval. The source of funds for this project is a State Grant.
4. Motion to Award and Authorize the Contract Officer to execute a contract with BSC Group, Inc. for the Driveway and Walkway Resurfacing at Snug Harbor 200-1. A Work Order was prepared by DHCD and BSC Group, Inc, was assigned the project under the DHCD "House Doctor" program. The contract is in the amount of \$28,500.00. The source of funds for this project is DHCD Formula Funding.
5. Motion to Award and Authorize the Contract Officer to execute a contract with Garofalo Design Associates Inc. for the Roof Replacement and Exterior Cladding Repairs at Tobin Towers 667-4. A Request For Architectural Services (RFS) was prepared by DHCD and seven (7) design firms submitted proposals. The proposals were evaluated by the QHA and submitted to the State Designer Selection Committee (DSC). A hearing with the DSC was conducted on September 18, 2019. The DSC after reviewing the qualifications,

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references and previous experience ranked Garofalo Design Associates, Inc. as the number one firm. The contract is in the amount of \$86,925.00. The source of funds for this project is HILAPP funding.

6. Motion to Award and Authorize the Contract Officer to execute a contract with Syska Hennessey Group, Inc. for the Elevator Modernization/Upgrades at Tobin Towers, 667-4. A Work Order was prepared by DHCD and Syska Hennessey Group, Inc, was assigned the project under the DHCD "House Doctor" program. The contract is in the amount of \$38,920.00. The source of funds for this project is HILAPP funding
7. Motion to Award and Authorize the Contract Officer to execute a contract with Strekalovsky Architecture, Inc. for the Window Repairs in the Community Room at Tobin Towers, 667-4. A Work Order was prepared by DHCD and Strekalovsky Architecture, Inc. was assigned the project under the DHCD "House Doctor" program. The contract is in the amount of \$11,200.00. The source of funds for this project is HILAPP funding.
8. Motion to Authorize the Executive Director to enter into a Management Agreement to manage the Hingham Housing Authority subject to approval of the Hingham Housing Authority's Board of Commissioners vote scheduled for November 12, 2019. The management fee including Executive Director compensation will be in accordance with DHCD Guidelines.

Executive Director's Report

Adjournment