



Board of Commissioners

Monthly Meeting Agenda

March 19, 2020 – 1:00 PM – 40 Belmont Street

Note: Proceedings of this meeting are being audio taped. Please shut off all electronic devices.

1. PROCEDURES

- a. Roll Call
- b. Notice to City Clerk
- c. *Approval Request:* Minutes of Board Meeting on 2/20/20

2. CORRESPONDENCE

- a. Notifying the Board of a letter received from the Congress of the United States to the U.S. Department of Housing and Urban Development (HUD) regarding radon
- b. Notifying the Board of a letter received from the U.S. Department of Housing and Urban Development (HUD) approving the Worcester Housing Authority's revised Annual Plan submission for Fiscal Year beginning April 1, 2020
- c. Notifying the Board of a letter received from the Department of Housing & Community Development (DHCD) notifying the Worcester Housing Authority of a Health & Safety FY2020 award

3. FINANCE

- a. Financial Statement for the 10 months ended January 31, 2019 (FY2020)
- b. *Approval Request:* Tenant Accounts Receivable Write-Offs
- c. *Approval Request:* Worcester Housing Authority FY2021 Budget

4. ADMINISTRATION

- a. Status Report: Admissions
- b. Status Report: Property Management
- c. Status Report: Leased Housing
- d. Status Report: Family & Resident Services
- e. Status Report: Public Safety
- f. Status Report: Human Resources
- g. Notifying the Board relative to contracting for Educational & Recreational Programming Services at Lakeside Apartments
- h. Notifying the Board of the appeal results of the Fair Market Rents Fiscal Year 2020 as submitted by the Worcester Housing Authority
- i. Requesting Board approval for award recommendation relative to the Lease of Real Property for the operation of a child care facility benefiting residents of Great Brook Valley and Curtis Apartments

5. MAINTENANCE & MODERNIZATION

- a. Status Report: Maintenance
- b. Status Report: Modernization
- c. Status Report: New Projects & Development
- d. *Approval Request:* To accept Amendment #2 to the RCAT 5002 Contract for Financial Assistance (CFA) to accommodate upcoming FY2021 expenses
- e. *Approval Request:* For Addendum No. 3 to the A/E contract with Garofalo Design Associates, Inc. for Indefinite Quantity Contract for Architectural Design Construction Administration Services for all Federal Sites

- f. *Approval Request:* For Addendum No. 3 to the A/E contract with CBI Consulting, LLC for the Indefinite Quantity Contract for Architectural Design Construction Administration Services for all Federal Sites
- g. *Approval Request:* For A&E services closeout documentation for Goldman Reindorf Architects relative to Indefinite Quantity Contract for Architectural Design Construction Administration Services for all Federal Sites
- h. *Approval Request:* For final payment and closeout documentation for J.J. Cardosi, Inc. relative to the elevator upgrades project at Pleasant Tower Apartments
- i. *Approval Request:* For Change Order No. 1 to our contract with Raymond James Restoration for the Emergency Repairs – Brick Veneer Failure at Pleasant Tower Apartments
- j. *Approval Request:* For Change Order No. 2 to our contract with Raymond James Restoration for the contract for Emergency Repairs – Brick Veneer Failure at Pleasant Tower Apartments
- k. *Approval Request:* For Change Order No. 3 to our contract with Quality Contracting Inc. for the Richards Street Fire Repair project at Southwest Gardens
- l. *Approval Request:* For final payment and closeout documentation for J.J. Cardosi, Inc. relative to the Elevator Upgrades project at 1050 Main Street
- m. *Approval Request:* For close-out of the HUD FY2016 Capital Fund Program Grant
- n. *Approval Request:* For award recommendation relative to contracting for the maintenance and repairs of all WHA-owned elevators
- o. *Approval Request:* To mutually terminate the construction contract between Cape Cod Builders, Inc. and the Worcester Housing Authority

6. EXECUTIVE DIRECTOR

- a. Updating the Board on Coronavirus response by the Worcester Housing Authority
- b. *Approval Request:* To apply for the Massachusetts Department of Housing & Community Development (DHCD) “Creative Place-making Award Program” Grant

7. DEPARTMENT PRESENTATION

- a. Modernization/Regional Capital Assistance Team (RCAT)

8. TENANT PARTICIPATION / RECOGNITION

9. EXECUTIVE SESSION

- a. Requesting the Board to convene into Executive Session for the purpose of collective bargaining or contract negotiations. The Board will reconvene in public session.

10. ADJOURNMENT