

MINUTES OF A REGULAR MEETING
- OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON OCTOBER 18, 2016

The members of the Springfield Housing Authority met in Open Session at the Conference Room of the Springfield Housing Authority at 60 Congress St., Springfield, Massachusetts at 4:30 PM on October 18, 2016.

A copy of the Notice of Meeting, pursuant to Section 23B of Chapter 39 of the Massachusetts General Laws, as amended, with the Certificate as to Service of the Notice, was ordered spread upon the minutes of the meeting and filed for records.

NOTICE OF MEETING

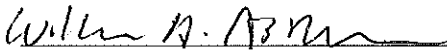
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a regular Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 4:30 PM on Tuesday, October 18, 2016 in the Conference Room of the Springfield Housing Authority at 60 Congress Street, Springfield, MA 01104.

SPRINGFIELD HOUSING AUTHORITY
/s/William H. Abrashkin, Executive Director
October 14, 2016

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, William H. Abrashkin, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on October 14, 2016 I filed in the manner provided by Section 23B, Chapter 39 of the Massachusetts General Laws, as amended, with the Clerk of the City of Springfield, Massachusetts, a Notice of Meeting of which the foregoing is a true and correct copy.

Attest:



William H. Abrashkin/Executive Director/
Secretary to the Board

Vice Chairman Labonte called the meeting to order at 4:40 PM, and those present upon roll call were as follows:

PRESENT

Thomas Labonte
Jessica Quinonez
Angela Robles

ABSENT

Willie Thomas
Raymond Warren

ALSO PRESENT

William Abrashkin
Michelle Booth
Siobhan Cauley (arrived at 4:58 pm)
Nicole Contois (arrived at 5:04 pm)
Fidan Gousseynoff

John Healy (arrived at 4:58 pm)
Wallace Kisiel
JoAnn White

Vice-Chairman Labonte entertained a motion to enter into Executive Session and return to the Open Session. Upon a motion made by Commissioner Quinonez, seconded by Commissioner Robles, it was unanimously

VOTED: to enter into Executive Session to consider the purchase, exchange, lease or value of real property and return to the Open Session

The Board reconvened in Open Session at 4:58 pm. The Board reviewed the Minutes of September 20, 2016. Upon a motion made by Commissioner Robles, seconded by Commissioner Quinonez, it was unanimously

VOTED: to approve the Minutes of September 20, 2016.

Executive Director Abrashkin provided information on SHA budget balancing. He emphasized the importance of submitting to the Board comprehensive information on budget balancing for FY18.

Nicole Contois entered the Conference Room at 5:04 pm.

Ms. Contois informed that the Finance Department in the next few weeks will be working on the budget with Mike Petro. Judge Abrashkin informed the Board about calling a meeting with the participation of Deputies Executive Director, John Healy, District B foreman Jason Guyer, Warehouse Manager Rosa Leo, Union representatives and Mike Petro to discuss measures to reduce the deficit. He stated that layoffs are not ruled out. Vice Chairman Labonte supported the idea of inviting the Union people to be a part of that working group. Judge Abrashkin indicated that despite all the efforts in the last few years to relay message about the budget deficit, most Union members still do not realize how difficult the situation with funding is. Judge Abrashkin also informed that another working group will be meeting on Thursday to review the Vehicles and Equipment Needs List. He stated that due to current financial situation most likely the staff will have to continue using the aging equipment.

The Board reviewed the materials and recommendation to award Contract to Waste Management for trash removal sites. Purchasing Manager John Healy introduced his staff member Siobhan Cauley and provided information on the bid. He clarified that there are twenty dumpsters in total. Upon a motion made by Commissioner Quinonez, seconded by Commissioner Robles, it was unanimously

VOTED: to award a Contract in the amount of \$176,441 for three years to Waste Management, 600 New Ludlow Rd., South Hadley, MA 01025, to provide dumpster trash removal at all SHA sites as per attached cost sheet; appoint Executive Director William H. Abrashkin as the Contracting Officer, authorizing him to execute the contract.

Attachment 1.

Nicole Contois left the Conference Room at 5:10 pm. John Healy and Siobhan Cauley left the Conference Room at 5:11 pm.

The Board reviewed a Notice from the Campaign for Grade-Level Reading. Judge Abrashkin stated it was a great honor for the Springfield Housing Authority to be recognized and he expressed his hope it will become an important element in the fundraising campaign. He informed that Michelle Booth suggested mailing out the year-end TRS Fundraising Appeal Letter.

The Board accepted the Financial Statement and Accounts Payable report for the month of August 2016.

John Healy returned to the Conference Room at 5:13 pm.

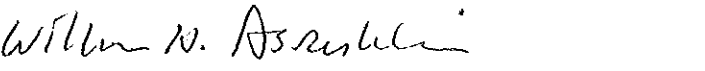
Nicole Contois returned to the Conference Room at 5:14 pm and reported about the phone conversation with Chairman Thomas.

There being no further business to come before the members of the Springfield Housing Authority Board, upon a motion made by Commissioner Quinonez, seconded by Commissioner Robles, it was unanimously

VOTED: To adjourn the Open Session of a Regular Meeting of the Springfield Housing Authority at 5:17 PM.

ATTEST:


Thomas Labonte, Vice-Chairman


William H. Abrashkin, Executive Director

Attachment 1

Company Name of Bidder: _____
 Authorized Signature: _____
 Print Name: _____

Springfield Housing Authority
 60 Congress Street 4th Floor
 Springfield Massachusetts 01104
 IFB for Trash Removal Services 2016

Date: _____

BASE BID YEAR 1 10/1/16 - 9/30/17

Development Location	Quantity	Container Size	Weekly Pickup Frequency	Pickup Days	Per Pickup Charge	Additional Pickup Charges	Per Pickup Charge	Pickup Charges	Per Pickup Charge	Pickup Charges
Morgan Manor	1	8 yd.	Twice	Monday, Thursday	0.00	0.00	280.00	36.23	0.00	0.00
Johnny Appleseed Apts.	1	8 yd. 4 yd.	Once	Thursday	0.00	0.00	226.00	29.11	0.00	0.00
Turnkey MA 100 Ashby Street 151-155 Sherman Street	1	10 yd. 8 yd.	Once	Thursday	0.00	0.00	440.00	36.23	0.00	0.00
Morris School 45 Dewey Street 603 Berkshire Avenue	1	8 yd.	Once	Tuesday	0.00	0.00	262.00	36.23	0.00	0.00
TOTAL MONTHLY					\$	\$	4767.00	433.55		
TOTAL YEARLY (MONTHLY X 12)					\$	\$	57084.00	5202.60		

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REVISED EXHIBIT B
 YEAR ONE BASE BID

Company Name of Bidder: _____
 Authorized Signature: _____
 Print Name: _____

Springfield Housing Authority
 60 Congress Street 4th Floor
 Springfield Massachusetts 01104
 IFB for Trash Removal Services 2016

Date: _____

BASE BID YEAR 2 10/1/17 - 9/30/18

Development Location	Quantity	Container Size	Weekly Pickup Frequency	Pickup Days	Per Pickup Charge	Additional Pickup Charges	Per Pickup Charge	Pickup Charges	Per Pickup Charge	Pickup Charges
RiverView Apts.	1	10 yd.	Twice	Monday, Thursday	Republic Services 0.00	0.00	Waste Management 339.90	45.03	USA Waste & Recycling INC 0.00	0.00
Warehouse	1	8 yd. Cardboard	Bi-Weekly	Wednesday	0.00	0.00	30.90	14.26	0.00	0.00
John L. Sullivan Apts.	3	8 yd.	Three	Monday, Wednesday, Friday	0.00	0.00	1339.00	36.23	0.00	0.00
Pine/James Apts.	1	10 yd.	Twice	Monday, Friday	0.00	0.00	339.90	40.39	0.00	0.00
Pine/Renea Apts.	1	8 yd.	Twice	Tuesday, Thursday	0.00	0.00	288.40	36.23	0.00	0.00
Marble Apts.	2	8 yd.	Twice	Tuesday & Friday	0.00	0.00	576.80	36.23	0.00	0.00
Kathryne Jones Apts. 35-49 Pendleton Ave	1	4 yd.	Once	Thursday	0.00	0.00	103.00	29.11	0.00	0.00
Central Apts.	1	6 yd.	Once	Tuesday	0.00	0.00	118.45	29.11	0.00	0.00
Jenny Lane	2	8 yd.	Twice	Monday, Thursday	0.00	0.00	519.12	29.11	0.00	0.00

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REVISED EXHIBIT B
 YEAR TWO BASE BID

Company Name of Bidder: _____

Springfield Housing Authority
60 Congress Street 4th Floor
Springfield, Massachusetts 01104
IFB for Trash Removal Services 2016

Authorized Signature: _____

Print Name: _____

Date: _____

BASE BID YEAR 2 10/1/17 - 9/30/18

Development Location	Quantity	Container Size	Weekly Pickup Frequency	Pickup Days	Per Pickup Charge	Additional Pickup Charges	Per Pickup Charge	Pickup Charges	Per Pickup Charge	Pickup Charges	
Morgan Manor	1	8 yd.	Twice	Monday, Thursday	0.00	0.00	263.40	36.23	0.00	0.00	
Johnny Appleseed Apts	1	8 yd. 4 yd.	Once Once	Thursday Thursday	0.00	0.00	232.78	29.11	0.00	0.00	
Turnkey MA 100 Ashley Street 151-155 Sherman Street	1 1	10 yd. 8 yd.	Once Once	Thursday Tuesday & Friday	0.00	0.00	453.20	36.23	0.00	0.00	
Morris School 45 Dewey Street 603 Berkshire Avenue	1 1	8 yd. 8 yd.	Once Once	Tuesday Tuesday	0.00	0.00	269.66	36.23	0.00	0.00	
TOTAL MONTHLY \$							\$	4859.71	433.65		
TOTAL YEARLY (MONTHLY X 12) \$							\$	58316.52	5202.60		

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REVISED EXHIBIT B
YEAR TWO BASE BID

Company Name of Bidder: _____

Springfield Housing Authority
60 Congress Street 4th Floor
Springfield, Massachusetts 01104
IFB for Trash Removal Services 2016

Authorized Signature: _____

Print Name: _____

Date: _____

OPTION YEAR 3 10/1/18 - 9/30/19

Development Location	Quantity	Container Size	Weekly Pickup Frequency	Pickup Days	Per Pickup Charge	Additional Pickup Charges	Per Pickup Charge	Pickup Charges	Per Pickup Charge	Pickup Charges
Rvenlow Apts	1	10 yd.	Twice	Monday, Thursday	0.00	0.00	350.09	45.08	0.00	0.00
Warehouse	1	8 yd. Cardboard	Bi-Weekly	Wednesday	0.00	0.00	31.82	14.26	0.00	0.00
John L. Sullivan Apts	3	8 yd.	Three	Monday, Wednesday, Friday	0.00	0.00	1378.17	36.23	0.00	0.00
Pine/James Apts	1	10 yd.	Twice	Monday, Friday	0.00	0.00	350.09	49.39	0.00	0.00
Pine/Renee Apts	1	8 yd.	Twice	Tuesday, Thursday	0.00	0.00	297.05	36.23	0.00	0.00
Marble Apts	2	8 yd.	Twice	Tuesday & Friday	0.00	0.00	594.10	36.23	0.00	0.00
Kathryn Jones Apts 35-49 Pendleton Ave	1	4 yd.	Once	Thursday	0.00	0.00	106.09	29.11	0.00	0.00
Central Apts	1	6 yd.	Once	Tuesday	0.00	0.00	122.00	29.11	0.00	0.00
Jenny Lane	2	8 yd.	Twice	Monday, Thursday	0.00	0.00	634.69	29.11	0.00	0.00

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REVISED EXHIBIT B
OPTION YEAR 1

Company Name of Bidder: _____

Authorized Signature: _____

Print Name: _____

Springfield Housing Authority
 60 Congress Street 4th Floor
 Springfield, Massachusetts 01104
 IFB for Trash Removal Services 2018

Date: _____

OPTION YEAR 3 10/1/18 - 9/30/19

Development Location	Quantity	Container Size	Weekly Pickup Frequency	Pickup Days	Per Pickup Charge	Additional Pickup Charges	Per Pickup Charge	Pickup Charges	Per Pickup Charge	Pickup Charges
Morgan Manor	1	8 yd.	Twice	Monday, Thursday	0.00	0.00	297.10	36.23	0.00	0.00
Johnny Applesed Apts.	1	6 yd. 4 yd.	Once Once	Thursday Thursday	0.00	0.00	239.76	29.11	0.00	0.00
Turnkey MA 100 Ashley Street	1	10 yd.	Once	Thursday						
151-155 Sherman Street	1	8 yd.	Once	Thursday Tuesday & Friday	0.00	0.00	468.79	36.23	0.00	0.00
Morr's School 45 Dewey Street	1	6 yd.	Once	Tuesday						
603 Berkshire Avenue	1	8 yd.	Once	Tuesday	0.00	0.00	277.95	36.23	0.00	0.00
TOTAL MONTHLY \$					_____	_____	5049.70	433.55		
TOTAL YEARLY (MONTHLY X 12) \$					_____	_____	60596.40	5202.60		