

MINUTES OF A REGULAR MEETING
- REGULAR/OPEN SESSION -
OF THE SPRINGFIELD HOUSING AUTHORITY
HELD ON MARCH 16TH, 2021

The members of the Springfield Housing Authority met in Open Session remotely via telephone conference at 1:00 PM on March 16th, 2021.

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

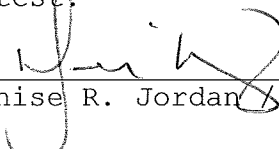
Notice is hereby given in accordance with Section 23B of Chapter 39 of the Massachusetts Laws, as amended, that a regular Meeting of the Board of Commissioners of the Springfield Housing Authority will be held at 1:00 PM on Tuesday, March 16th, 2021 remotely via telephone conference call.

SPRINGFIELD HOUSING AUTHORITY
/s/Denise R. Jordan, Executive Director
March 12th, 2021

CERTIFICATE AS TO SERVICE OF THE NOTICE OF MEETING

I, Denise R. Jordan, the duly appointed and qualified Secretary of the Springfield Housing Authority, do hereby certify that on March 12th, 2021 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:



Denise R. Jordan, Executive Director/Secretary to the Board

Chairman Labonte called the meeting to order at 1:00PM, and those present upon roll call were as follows:

PRESENT

Thomas Labonte
Willie Thomas
Jessica Quinones
Angela Robles
Raymond Warren

ABSENT

ALSO PRESENT

Denise Jordan
Nicole Kane
Marieli Roman
John Healy
Priscilla Chesky
Michele Decoteau
Austin Harris

The Board reviewed the Minutes of January 19th, 2021. Upon a motion made by Commissioner Warren, seconded by Commissioner Quinones with a Board of Commissioners roll -call, it was by an unanimously

VOTED: to approve the Minutes of January 19th,2021.

The Board reviewed the Minutes of February 16th, 2021. Chairman Labonte noted spelling error on page 3. Upon a motion made by Commissioner Warren, seconded by Commissioner Quinones with a Board of Commissioners roll -call, it was by an unanimously

VOTED: to approve the Minutes of February 16th,2021.

Chairman Labonte commenced the Board Meeting with Agenda Item E.1. to certify that the SHA is in compliance with State and Federal lead-based paint notification laws. Executive Department Manager Marieli Roman and Deputy Director Nicole Kane briefly described the annual certification process and acknowledgment of the SHA's compliance with State and Federal lead-paint notification laws and our SHA residents.

Upon a motion made by Commissioner Quinonez and seconded by Commissioner Warren, following a Board of Commissioners roll -call, it was unanimously

VOTED: to certify that the SHA is in compliance with State and Federal lead-based paint notification laws.

Chairman Labonte proceeded to item E.2 to award a three-year contract with up to two additional one-year terms to New England Compactor & Bailer to include pricing for years one through three at \$14,000.00 (each year); 3-year total \$42,000.00; Pricing for option years four and five is \$14,000.00. Director of Purchasing & Capital Improvement John Healey and Commissioner Thomas discussed the contract terms presented to the board to include routine service with preventive maintenance.

Upon a motion made by Commissioner Warren and seconded by Commissioner Robles, following a Board of Commissioners roll -call, it was unanimously

VOTED: to award a three-year contract with up to two additional one-year terms to New England Compactor & Bailer to include pricing for years one through three at \$14,000.00 (each year); 3-year total \$42,000.00; Pricing for option years four and five is \$14,000.00.

Chairman Labonte proceeded to item E.3 to award Build Max of Dudley, MA an indefinite quantity indefinite delivery contract for Masonry Services for a period of three years with one year option. The total amount will not exceed \$150,000.00 over the length of the contract; appoint Executive Director Denise Jordan as contracting officer to execute the contract. Director Healey, Commissioner Warren, Commissioner Thomas and Chairman Labonte discussed the details of the masonry services needed within SHA developments.

Upon a motion made by Commissioner Warren and seconded by Commissioner Robles, following a Board of Commissioners roll -call, it was unanimously

VOTED: award Build Max of Dudley, MA an indefinite quantity indefinite delivery contract for Masonry Services for a period of three years with one year option. The total amount will not exceed \$150,000.00 over the length of the contract; appoint Executive Director Denise Jordan as contracting officer to execute the contract.

Chairman Labonte proceeded to item E.4 to award a contract to Inglewood Development, Inc. of Longmeadow, MA in the amount of \$1,595,191.00 for Boiler Replacement and Site Improvements at Various Sites, utilizing Capital Improvement Funds; appoint Executive Director, Denise R. Jordan as the Contracting Officer authorizing her to execute the contract. Director Healey discussed the scope of the year-long contract to include but not limited to the remainder of boilers at Robinson, Manilla, and Riverview developments; and reserVICing parking lots and sidewalks at the Jennie Lane and Pine James developments.

Upon a motion made by Commissioner Warren and seconded by Commissioner Quinonez, following a Board of Commissioners roll -call, it was unanimously

VOTED: to award a contract to Inglewood Development, Inc. of Longmeadow, MA in the amount of \$1,595,191.00 for Boiler Replacement and Site Improvements at Various Sites, utilizing Capital Improvement Funds; appoint Executive Director, Denise R. Jordan as the Contracting Officer authorizing her to execute the contract.

Chairman Labonte proceeded to item E.5 to award one Architectural and Engineering contract to Leon Pernice and Associates of West Springfield, MA to provide plans, specifications, contract administration and construction supervision, for Architecture & Engineering Services in the amount of \$185,000.00; appoint the Executive Director, as the Contracting Officer, to execute the contract; funding to come from the Capital Grant Program. Director Healy noted a correction on the Board Memo to reflect Contract Award to Leon Pernice in the total amount of \$185,000.00.

Upon a motion made by Commissioner Thomas and seconded by Commissioner Robles, following a Board of Commissioners roll -call, it was unanimously

VOTED: to award one Architectural and Engineering contract to Leon Pernice and Associates of West Springfield, MA to provide plans, specifications, contract administration and construction supervision, for Architecture & Engineering Services in the amount of \$185,000.00; appoint the Executive Director, as the Contracting Officer, to execute the contract; funding to come from the Capital Grant Program.

Chairman Labonte proceeded to item E.6 to accept Amendment #11 to the Capital Improvement Work Plan 5001 with an award of \$926,683.00 which funds the SHA's Formula Funding for the following items: 2023,2024 Formula Funding, Health and Safety Initiative Award for Sidewalk, Staircases and Driveway replacement at our scattered site 705's, Carpe Diem, Morris School, and Forest Park Apartments. The funds will come from DHCD. Director Healy briefly discussed the scope of Amendment #11 informing the Board every year Capital Grant is amended and that the Health & Safety Initiative monies has been received and utilized accordingly.

Upon a motion made by Commissioner Warren and seconded by Commissioner Quinonez, following a Board of Commissioners roll -call, it was unanimously

VOTED: to accept Amendment #11 to the Capital Improvement Work Plan 5001 with an award of \$926,683.00 which funds the SHA's Formula Funding for the following items: 2023,2024 Formula Funding, Health and Safety Initiative Award for Sidewalk, Staircases and Driveway replacement at our scattered site 705's, Carpe Diem, Morris School, and Forest Park Apartments. The funds will come from DHCD.

Chairman Labonte proceeded to the Executive Director's Report and Agenda Item H. 1. Agenda Item E.7 was discussed in Executive Session.

Chairman Labonte proceeded to item E.7 to allow the Executive Director, Denise R. Jordan, as the contracting officer, to negotiate and execute the terms of a lease and office build out with Pillar 2 LLC c/o Davenport Asset Management LLC for property located at 165 Liberty Street in Springfield, MA.

Upon a motion made by Commissioner Thomas and seconded by Commissioner Quinonez, following a Board of Commissioners roll -call, it was unanimously

VOTED: to allow the Executive Director, Denise R. Jordan, as the contracting officer, to negotiate and execute the terms of a lease and office build out with Pillar 2 LLC c/o Davenport Asset Management LLC for property located at 165 Liberty Street in Springfield, MA.

Executive Director (ED) Denise Jordan presented the Executive Director's Report and discussed the SHA's collaborations with Vax Force; Western Mass Focus Group; STCC and Baystate Medicals. ED Jordan further discussed the SHA Maintenance Group Plan to include transfers based on performance needs and the reintegration of full-time hours for SHA staff. ED Jordan thanked all SHA volunteers that assisted with the implementation of the COVID-19 vaccination for SHA residents.

Chairman Labonte proceeded to review report items H.1 AP Report for February 2021 for informational purposes.

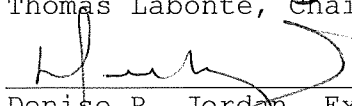
Chairman Labonte entered into Executive Session at 1:37PM.
Chairman Labonte resumed the Regular Meeting/Open Session at 1:52PM.

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

VOTED: to adjourn the Open Session of a Regular Meeting of the Springfield Housing Authority at 1:54PM

ATTEST:

 5/18/2021
Thomas Labonte, Chairman


Denise R. Jordan, Executive Director

