Chicago Housing Authority
Board of Commissioners Agenda

Tuesday, November 15, 2022
9:00 a.m.

I. Roll Call

II. Centering Thoughts - Commissioner Mildred Harris

III. Approval of Agenda

IV. Report from Chief Executive Officer - Tracey Scott

V. Presentation of Resolutions and Committee Reports

Real Estate Operations Development Committee Report – James Matanky, Chairman

1 Authorization to award contracts for Moving Services. Recommended Awardees: Aaron Brothers Moving Systems, Inc.; Big O Movers, Midwest Moving & Storage, Inc., and Smith Movers, Inc. in an aggregate value of $11,475,000.

   Presenter: Eric Garrett, Chief Property Officer

2 Authorization to participate in a contract for the Supply of Natural Gas. Recommended Awardee: Constellation New Energy Gas Division, LLC., in the approximate value of $26,000,000.

   Presenter: Eric Garrett, Chief Property Officer

3 Authorization to participate in the OMNIA Partners Cooperative Contract for Roofing and Waterproofing Systems and Services. Recommended Awardee: Garland/DBS Inc., in the approximate value of $16,000,000.

   Presenter: Eric Garrett, Chief Property Officer


   Presenter: Ann McKenzie, Chief Development Officer

5 Authorizing the General Partner to accept the assignment of Limited Partner Interest from the Investor.

   Presenter: Ann McKenzie, Chief Development Officer
6 Authorization to take actions necessary for the closing of Albany Terrace and Irene McCoy Gaines Apartments.  
Presenter: Ann McKenzie, Chief Development Officer

Tenant Services Committee Report – Meghan Harte, Chairperson

7 Authorization to enter into an Intergovernmental Agreement with Department of Family and Support Services, for an approximate value of $2,564,000, to provide support services for CHA residents.  
Presenter: Mary Howard, Chief Resident Services Officer

8 Authorization to award contracts for Workforce Services for CHA residents. Recommended Awardees: Employment & Employer Services and UCAN, in an aggregate amount of $17,242,437.  
Presenter: Mary Howard, Chief Resident Services Officer

Finance & Audit Committee Report – Matthew Brewer, Chairperson

9 Recommendation to approve the FY2023 Comprehensive Budget.  
Presenter: Michael Moran, Chief Financial Officer

10 Authorization to adopt amended and restated Procurement Policy.  
Presenter: Mary Howard, Chief Resident Services Officer

11 Authorization to award IDIQ Contracts with Outside Counsel.  
Presenter: Ellen Harris, Chief Legal Officer

VI. Public Participation

VII. Closed Meeting

VIII. Open Session Resumes - Roll Call

IX. Approval of Minutes for the Closed and Regular Meetings of September 20, 2022

X. Presentation of Matters from Closed Session

12 Authorization to take actions necessary for the disposition and sale of a portion of the former Cabrini Green property to CDOT.  
Presenter: Ann McKenzie, Chief Development Officer

13 Authorization to extend the Collective Bargaining Agreement between Chicago Housing Authority and SEIU Local 73.  
Presenter: Dominick Maniscalco, Deputy Chief Human Resources
14 Approval of Personnel Actions.
Presenter: Dominick Maniscalco, Deputy Chief Human Resources

15 Authorization to settle the matter of Oliver, Travis, et. al. v. CHA, Case No. 22-cv-3786.
Presenter: Ellen Harris, Chief Legal Officer

XI. Adjournment
BOARD OF COMMISSIONERS  
Real Estate Operations Development Committee Meeting  
CHA Corporate Offices  
60 E. Van Buren, 7th Fl., Chicago, Illinois  

Tuesday, November 15, 2022  
8:30 a.m.

AGENDA

I. Roll Call

II. Approval of Minutes for the Real Estate Operations Development Committee Meeting of September 20, 2022.

III. Resolutions

Presenter: Eric Garrett, Chief Property Officer

2. Authorization to participate in a contract for the Supply of Natural Gas. Recommended Awardee: Constellation New Energy Gas Division, LLC., in the approximate value of $26,000,000. 
Presenter: Eric Garrett, Chief Property Officer

Presenter: Eric Garrett, Chief Property Officer

Presenter: Ann McKenzie, Chief Development Officer

5. Authorizing the General Partner to accept the assignment of Limited Partner Interest from the Investor. 
Presenter: Ann McKenzie, Chief Development Officer

6. Authorization to take actions necessary for the closing of Albany Terrace and Irene McCoy Gaines Apartments. 
Presenter: Ann McKenzie, Chief Development Officer

IV. Adjournment
Authorization to award contracts for Moving Services.

Presenter: Eric Garrett, Chief Property Officer

Recommendation
The Chief Executive Officer recommends that the Board of Commissioners (Board) of the Chicago Housing Authority approve the award of contracts to the contractors listed below in the approximate aggregate value of $11,475,000 consisting of an aggregate original contract value of $6,885,000 for a 3-year base term from January 1, 2023 through December 31, 2025; and two option years in the combined amount of $4,590,000 to provide moving services. No guaranteed quantity or volume of moves is associated with the agreements; therefore, all contract amounts are approximate and will not exceed the aggregate totals for each term.

The Board delegates authority to the Chief Executive Officer to use her discretion to exercise the options. The Chief Executive Officer shall not exercise more than one option in any year.

<table>
<thead>
<tr>
<th>Recommended Awardee</th>
<th>Base Contract Value</th>
<th>Base Term</th>
<th>Option Terms</th>
<th>Total Contract Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aaron Brothers Moving Systems, Inc.</td>
<td>$1,721,250</td>
<td>3-Years</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Option: $573,750</td>
<td>$2,868,750</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Option: $573,750</td>
<td></td>
</tr>
<tr>
<td>Big O Movers</td>
<td>$1,721,250</td>
<td>3-Years</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Option: $573,750</td>
<td>$2,868,750</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Option: $573,750</td>
<td></td>
</tr>
<tr>
<td>Midwest Moving &amp; Storage, Inc.</td>
<td>$1,721,250</td>
<td>3-Years</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Option: $573,750</td>
<td>$2,868,750</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Option: $573,750</td>
<td></td>
</tr>
<tr>
<td>Smith Movers, Inc.</td>
<td>$1,721,250</td>
<td>3-Years</td>
<td>1&lt;sup&gt;st&lt;/sup&gt; Option: $573,750</td>
<td>$2,868,750</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Option: $573,750</td>
<td></td>
</tr>
<tr>
<td>Total:</td>
<td>$6,885,000</td>
<td>Aggregate Total: $4,590,000</td>
<td>$11,475,000</td>
<td></td>
</tr>
</tbody>
</table>
The requested action complies in all material respects with all applicable federal, state, and local laws, and Chicago Housing Authority board policies. Staff has completed all necessary due diligence to support the submission of this initiative.

**Funding**
MTW Funds

**Background**
CHA maintains a diverse housing portfolio located across Chicago’s 77 community areas. As the largest affordable housing provider in Chicago, CHA must also keep an on-demand plan for relocations when necessary. CHA anticipates between 700-1500 moves per year to accommodate CHA’s Admissions and Continued Occupancy Policy (ACOP), Relocation Rights Contract, HCV Administrative Plan, Victim Assistance Program, Gautreaux Settlement Agreement, planned rehabilitation and redevelopment activities, and unplanned emergency relocations. Moving services may also include occasional requests to move offices or office furniture at CHA non-dwelling properties. However, no guaranteed quantity or volume of moves is associated with the agreements; therefore, all contract amounts are approximate.

**Procurement Activities**
Specifications prepared by CHA staff were publicly advertised as RFP Event 3193 for Moving Services May 23, 2022. A Pre-Proposal Conference was held on June 1, 2022 and two (2) firms attended. Seven (7) proposals were received on June 24, 2022. The responses to the RFP are depicted in the table below:

<table>
<thead>
<tr>
<th>Vendor Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midway Moving &amp; Storage</td>
</tr>
<tr>
<td>Big &quot;O&quot; Movers &amp; Storage, Inc.</td>
</tr>
<tr>
<td>Aaron Bros. Moving System, Inc.</td>
</tr>
<tr>
<td>Rogers Moving Services</td>
</tr>
<tr>
<td>Midwest Moving &amp; Storage, Inc.</td>
</tr>
<tr>
<td>Smith Movers, Inc.</td>
</tr>
<tr>
<td>Move-tastic, Inc.</td>
</tr>
</tbody>
</table>

There were two no bid responses from Old Veteran Construction and Depot Holdings, LLC. One bid from Move-tastic was deemed non-responsive.

The recommended vendor(s) were selected through a competitive procurement process in accordance with HUD regulation CFR 200.318 that evaluated responses in the following areas (list criterion and points):

1. Demonstrated Understanding/Quality of the Work Plan 40 points
2. Qualifications and Specialized Experience 20 points
3. Proposed Fees 20 points
4. Past Performance 10 points
5. MBE/WBE/DBE and Section 3 Hiring 10 points
Final scores received from the Evaluation Committee were used to determine the competitive range. Oral presentations were waived, and best and final offers were completed. Based on the overall scoring, CHA staff recommends Aaron Bros. Moving System, Smith Movers Inc., Big O Movers, and Midwest Moving & Storage for awards to provide Moving Services as needed by CHA.

**MWDBE and SECTION 3 COMPLIANCE:**
The CHA Staff has reviewed the proposed vendors and has determined the vendors’ utilization plans meet with the CHA’s stated goals.

Aaron Bros. Moving System is an African American owned, self-performing certified MBE and is certified as a 75% tier Section 3 vendor. Aaron Bros. Moving System has held contracts with CHA as both prime and subcontractor meeting their commitment from 7/1/2013 to present. Smith Movers Inc. is an African American owned, self-performing certified MBE and is certified as a 51% tier Section 3 vendor. Smith Movers Inc. has held contracts with CHA meeting their commitment from 4/1/2008 to 6/30/2022.

Big O Movers & Storage, Inc. is an African American owned, self-performing certified MBE and they will satisfy their Section 3 goal through subcontracting 3% to R.L. Hill Construction, a 51% tier Section 3 vendor, for labor. Big O Movers & Storage, Inc. has held contracts with CHA as both prime and subcontractor meeting their commitment from 4/1/2008 to 12/31/2020.

Midwest Moving & Storage is a Hispanic owned, self-performing certified MBE/DBE firm and they will satisfy their Section 3 goal through subcontracting 3% to Earl Property Preservation, Inc. a 75% tier Section 3 vendor, for labor. Midwest Moving & Storage has held contracts with CHA as both prime and subcontractor meeting their commitment from 10/1/2013 to 12/31/2022.

**Vendor Background Information**
Derrick Spencer, President, 4034 S. Michigan Ave., Chicago, IL 60653. Aaron Bros. Moving System has been in business for over 53 years and has been providing moving services within Chicago, its surrounding suburbs and throughout the State of Illinois. Aaron Bros. performs over 1200 moves per year and is currently providing services to CHA under an existing contract.

Odis Reams, President, 9400 S. Cottage Grove Ave., Chicago, IL 60619. Big O Movers and Storage is licensed and insured and has been in business for over 45 years providing services to the Chicagoland area. Big O’s package of services is comprehensive and thorough and includes onsite visits to assess the needs of the client. Big O Movers has provided services for a wide range of agencies including the CHA, Chicago Public Schools, City of Chicago, Cook County, CTA and other organizations and families.

Johnny Smith, President, 7150 S. Halsted, Chicago, IL 60621. Smith Movers, Inc. has been in business for over 50 years. Since 2006 Smith has successfully relocated over 2819 CHA residents within the Chicagoland area with an average of 300 moves per year. Since 2010 Smith has
experienced a move to claims ratio of 100 to 1.5. Smith Movers is currently providing moving services for CHA.

Luis Toledo, President, 1255 Tonne Rd., Elk Grove Village, IL 60007. Mid-West Moving & Storage is a licensed and bonded multi-faceted moving services business that has been in business for 49 years. It has a diverse service offering that includes warehousing and distribution, on-site record destruction and new furniture installation to name a few. They are focused on providing a timely service that meets or exceeds expectations. Mid-West is currently providing moving services for CHA.

Based on the scoring from the evaluation committee, I recommend approval to enter into contracts with Aaron Bros. Moving System, Smith Movers Inc., Big O Movers and Mid-West Moving & Storage for Moving Services as needed by CHA.

Respectfully Submitted:

Tracey Scott
Chief Executive Officer
RESOLUTION NO. 2022-CHA-

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022, entitled “Authorization to award contracts for Moving Services”.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Board of Commissioners authorizes the Chief Executive Officer or her designee to award contract(s) to Aaron Brothers Moving System, Inc., Big O Movers, Midwest Moving & Storage, Inc, and Smith Movers, Inc in the aggregate contract value of $6,885,000 for a 3-year base term plus two option years in the combined amount of $4,590,000 to provide moving services.

This award is subject to the Contractor’s compliance with the CHA’s MBE/WBE/DBE/ Section 3 hiring and insurance requirements.

______________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
Authorization to participate in a contract for the Supply of Natural Gas.

Presenter: Eric Garrett, Chief Property Officer

**Recommendation**
The Chief Executive Officer recommends that the Board of Commissioners (Board) of the Chicago Housing Authority approve the CHA’s participation in an existing natural gas supply contract under cooperative purchasing terms and arrangements with the below-listed contractor in the approximate value of $26,000,000 for a five (5) year term effective from the date of contract execution.

<table>
<thead>
<tr>
<th>Recommended Awardee</th>
<th>Base Contract Value</th>
<th>Base Term</th>
<th>Option Terms</th>
<th>Total Contract Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Constellation New Energy-Gas Division, LLC.</td>
<td>$26,000,000</td>
<td>5 years</td>
<td></td>
<td>$26,000,000</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>$26,000,000</strong></td>
<td></td>
<td><strong>Aggregate Total:</strong></td>
<td><strong>$26,000,000</strong></td>
</tr>
</tbody>
</table>

The requested action complies in all material respects with all applicable federal, state, and local laws, and Chicago Housing Authority board policies. Staff has completed all necessary due diligence to support the submission of this initiative.

**Funding**
MTW Funds

**Background**
The State of Illinois- Central Management Services natural gas supply contract was competitively solicited and procured and resulted in a formal contract award from CMS to Constellation New Energy Gas Division, LLC. The terms of the CMS contract award include the ability for CMS and any participating sister agencies to utilize and lock in wholesale terms and rates for high volume natural gas purchases instead of retail terms, and enable the participating agencies to hedge against potential market price fluctuations through use of multi-tiered price/risk management options. The CHA has utilized this type of contract since Illinois deregulated the energy market and has consistently locked in rates for energy commodity purchases that are lower than the local market rates to realize substantial operational savings.
Under this requested participation contract, Constellation New Energy-Gas Division, LLC would supply wholesale natural gas for the Chicago Housing Authority for delivery through the Chicago central utility gate. The CHA can use this contract to lock in wholesale rates for natural gas that are effectively lower than purchasing the gas at the market rates and terms offered through the local natural gas utility, Peoples Gas, which lowers the CHA’s annual operating budget.

Peoples Gas will continue to deliver natural gas through its distribution infrastructure to properties in the CHA portfolio. The associated local distribution costs are not included within the scope or budget of this contract and will continue to be billed separately.

**Procurement Activities**

The State of Illinois-Central Management Services is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement for Natural Gas. This contract was competitively procured by the State of Illinois-Central Management Services through a Request for Proposals (RFP) issued on April 14, 2022, solicitation # 22-416CMS-BOPM4-B-28106. One response was received on May 4, 2022 from Constellation New Energy-Gas Division, LLC.

After reviewing the bid submittal materials, Constellation New Energy-Gas Division, LLC. was awarded the Joint Purchase Master agreement to supply Natural Gas to all public agencies under contract # 22-416CMS-BOPM4-P-41554.

The base contract for the underlying agreement is for a term of ten (10) years, July 1, 2022 through June 30, 2032 with no renewal options.

**MWDBE and SECTION 3 COMPLIANCE:**

The CHA Staff has reviewed the proposed vendor compliance plan and has determined Constellation New Energy-Gas Division, LLC. will meet the CHA stated goals. Constellation New Energy-Gas Division, LLC. will fulfill the M/WDBE through indirect subcontracting at 20% to Zone LLC. This purchase is a supply and delivery of utilities and therefore, Section 3 is not applicable.

**Vendor Background Information**

Joseph Dominguez, President & CEO. Headquartered at 1310 Point Street, Baltimore, Maryland 21231, with a Chicago Satellite Office located at 20 N. Wacker Drive, Suite 2100, Chicago, Illinois 60606, Constellation60606, Constellation New Energy-Gas Division, LLC. has been in business since 1999. Constellation New Energy-Gas Division, LLC. was previously under parent company Exelon Corporation and separated from Exelon Generation, and is currently one of the largest providers of clean (carbon-free) energy and sustainable solutions to homes, business, and public section clientele. Furthermore, Constellation’s services are focused on the maintenance of energy use and efficiency helping clients understand their energy consumption through the use carbon-free energy.

Based on the foregoing, it is in the best interest of the CHA for the Board of Commissioners to authorize the Chief Executive Officer or her designee to enter into a contact for the supply of natural gas with Constellation New Energy-Gas Division, LLC under cooperative purchasing terms.
for an approximate amount of $26,000,000 and for a term of five (5) years from the date of contract execution.

Respectfully Submitted:

Tracey Scott
Chief Executive Officer
RESOLUTION NO. 2022-CHA-XXX

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022 entitled “Authorization to participate in a contract for the supply of Natural Gas”.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, The Board of Commissioners (Board) of the Chicago Housing Authority approve the execution of a contract with Constellation for the supply of natural gas for a total authorization amount of Twenty Six Million ($26,000,000) over a total term of five (5) years.

______________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
Authorization to participate in the OMNIA Partners Cooperative Contract for Roofing and Waterproofing Systems and Services.

Presenter: Eric Garrett, Chief Property Officer

Recommendation
The Chief Executive Officer recommends that the Board of Commissioners (Board) of the Chicago Housing Authority approve the award of a contract to the below listed contractor in the approximate value of $16 million for a term through October 14th, 2024 to provide turnkey project delivery of waterproofing and roofing services.

<table>
<thead>
<tr>
<th>Recommended Awardee</th>
<th>Base Contract Value</th>
<th>Base Term</th>
<th>Option Terms</th>
<th>Total Contract Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Garland/ DBS Inc.</td>
<td>$16,000,000</td>
<td>Until October 14th, 2024</td>
<td>Aggregate Total: $16,000,000</td>
<td>$16,000,000</td>
</tr>
<tr>
<td>Total:</td>
<td>$16,000,000</td>
<td></td>
<td></td>
<td>$16,000,000</td>
</tr>
</tbody>
</table>

The requested action complies in all material respects with all applicable federal, state, and local laws, and Chicago Housing Authority board policies. Staff has completed all necessary due diligence to support the submission of this initiative.

Funding
MTW Funds

Background
This contract will provide CHA with the ability to purchase roofing materials, as well as services, for the repair and replacement of roofing systems using a turnkey delivery method. This contract will directly support CHA’s capital improvement plan, which includes roof repairs or replacements across all portfolios.

A nationally recognized and qualified supplier, Garland/DBS, Inc., manufactures 95% of the materials they sell. Under this contract, Garland/DBS, Inc., licensed in Illinois, will provide turnkey solutions for roofing and waterproofing systems and services, which includes an initial assessment, creation of site-specific scopes of work, shop drawings, project/construction
documents, issuing documents for the quotation process, professional project management, as well as providing a 30-year labor and material warranty. This contract was awarded with established unit cost prices for material and labor rates, which will align with local prevailing wages. By participating in this contract, CHA may purchase roofing materials included within the unit price schedule for installation by a CHA contractor or choose the turnkey project delivery option. The turnkey method will allow the Garland/DBS, Inc. team to perform the design and solicitation services for each roofing project that will result in a 30-year material and labor warranty for CHA. Garland/DBS, Inc. has a pool of qualified contractors they will use to attain three bids for each CHA project. Additional contractors can be added to this pool, and there is a pathway for Section 3 contractors to become Garland certified installers.

Garland/DBS, Inc. offers a full range of environmentally responsible roofing alternatives as well as ENERGY STAR verified products. Moreover, as a manufacturer, Garland/DBS, Inc. is positioned to respond quickly to material demand with the capacity to expedite manufacturing as well as shipping. Utilization of this cooperative contract will reduce the reliance on contracting for architectural services, will allow materials to be purchased at cost, and will expedite the quotation and construction phase while also providing warranties for materials for the entirety of their life cycle.

**Procurement Activities**

Racine County is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. This joint procurement contract was competitively procured by Racine County, WI through solicitation #PW1925 issued on August 7, 2019, to establish a national cooperative contract for Roofing Supplies and Services, Waterproofing, and Related Products and Services. Two responses were received on September 9, 2019. The respondents to this IFB are listed in table below:

<table>
<thead>
<tr>
<th>Vendor Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Garland/DBS, Inc.</td>
</tr>
<tr>
<td>CentiMark Corporation</td>
</tr>
</tbody>
</table>

After reviewing the bid submittal materials, Garland/DBS, Inc. was awarded contract #PW1925 to establish a national cooperative contract for Roofing Supplies and Services, Waterproofing, and Related Products and Services. The base contract for the underlying agreement is five(5) years, October 15, 2019 to October 14, 2024 with 1 additional 5-year term.

**MWDBE and Section 3 Compliance:**
The recommended awardee has provided the signed compliance affidavit. The recommended Awardee will submit compliance schedules on a per task order basis. The awardee will be
expected to meet applicable compliance requirements. CHA Staff will review the proposed vendor compliance plan to ensure vendor utilization plans meet the CHA’s stated goals.

**Vendor Background Information**
Matt McDermott, President; 3800 East 91st Street, Cleveland, OH 44015. The Garland Company is a roofing and building envelope systems provider. It provides roof systems (repair, restoration, replacement, and new construction) along with preventative maintenance services to help asset preservation. This agreement will provide access to Garland’s authorized and vetted contractor network and provide CHA with the industry’s most robust and longest-term warranties. This agreement will also provide for streamlined procurement contracts to tap into discounts, streamlined purchasing and transparent pricing, budget assistance and quality products.

Based on the foregoing, it is in the best interest of the CHA for the Board of Commissioners to authorize the Chief Executive Officer or her designee to enter into a master agreement with Garland/DBS, Inc. to supply Roofing Supplies and Services, Waterproofing, and Related Products and Services in the amount of $16,000,000.

Respectfully Submitted:

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Tracey Scott  
Chief Executive Officer
RESOLUTION NO. 2022-CHA-XXX

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022 entitled “Authorization to participate in the OMNIA Partners Cooperative Contract for Roofing and Waterproofing Systems and Services.”

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, The Board of Commissioners (Board) of the Chicago Housing Authority approve the execution of a contract with Garland/DBS, Inc for roofing and waterproofing systems and services with Garland/DBS, Inc. for a total authorization amount of Sixteen Million Dollars ($16,000,000) for a term through October 14th, 2024.

Angela Hurlock
Chairperson
Chicago Housing Authority
Authorization to award IDIQ Contracts for Environmental Consulting Services.

Presenter: Ann McKenzie, Chief Development Officer

**Recommendation**

The Chief Executive Officer (CEO) of the Chicago Housing Authority (CHA) recommends that CHA’s Board of Commissioners (Board) approve the award of indefinite delivery indefinite quantity (IDIQ) contracts to the below listed five contractors for up to an aggregate amount of $4,000,000, consisting of: a two-year base term of January 1, 2023 through December 31, 2024, in the amount of $2,000,000; and two one-year option terms in the amount of $1,000,000 and $1,000,000, respectively, to provide environmental consulting services.

The Board delegates authority to the CEO to use her discretion to amend contract values based on utilization and exercise each of the options which may only be exercised individually and upon expiration of the prior year’s term.

**Contract Summary:**

<table>
<thead>
<tr>
<th>Environmental Consultant</th>
<th>Base Value (not to exceed)</th>
<th>Base Term</th>
<th>Option Terms</th>
<th>Total Value</th>
<th>Contract Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. A3 Environmental Consultants</td>
<td>$400,000</td>
<td>2 Years</td>
<td>1st $200,000 2nd $200,000</td>
<td>$800,000</td>
<td></td>
</tr>
<tr>
<td>2. Carnow Conibear &amp; Associates</td>
<td>$400,000</td>
<td>2 Years</td>
<td>1st $200,000 2nd $200,000</td>
<td>$800,000</td>
<td></td>
</tr>
<tr>
<td>3. Environmental Design International</td>
<td>$400,000</td>
<td>2 Years</td>
<td>1st $200,000 2nd $200,000</td>
<td>$800,000</td>
<td></td>
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<tr>
<td>4. GSG Consultants</td>
<td>$400,000</td>
<td>2 Years</td>
<td>1st $200,000 2nd $200,000</td>
<td>$800,000</td>
<td></td>
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<tr>
<td>5. Specialty Consulting, Inc</td>
<td>$400,000</td>
<td>2 Years</td>
<td>1st $200,000 2nd $200,000</td>
<td>$800,000</td>
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</tbody>
</table>

The requested action complies in all material respects with all applicable federal, state, and local laws, and CHA board policies. The CHA staff has completed all necessary due diligence to support the submission of this initiative.
Funding
MTW Funds

Background:
The CHA uses environmental consulting firms to provide environmental consulting services in connection with environmental investigations to comply with the requirements of the National Environmental Policy Act (NEPA). The U.S. Department of Housing and Urban Development (HUD) requires compliance with NEPA and HUD regulations that implement NEPA before funds can be committed or spent on any project, acquisition, or disposition. The purpose of the environmental review is to protect the natural environment as well as the environmental health and safety of residents and others who live and work on or near CHA properties. In addition to ensuring compliance with NEPA, the environmental contractors support the CHA by ensuring environmental compliance during construction related activities at CHA’s properties and new redevelopment sites, as well as provide environmental due diligence services associated with the acquisition of new property or the disposition of existing CHA property.

IDIQ contracts streamline the procurement process enabling the CHA to issue task orders for environmental consulting services to the pre-qualified firms as projects are identified. The CHA may utilize both next-in-line and bid proposals to assign vendors the services depending on the work needed.

Procurement Activities
Specifications prepared by CHA staff were publicly advertised as RFP Event 3190 for Environmental Consulting on May 31, 2022. A pre-proposal conference was held on June 7, 2022, and 27 vendor representatives attended. Ten proposals were received on July 5, 2022. The responses to the RFP are depicted in the table below:

<table>
<thead>
<tr>
<th>Responsive Proposals</th>
</tr>
</thead>
<tbody>
<tr>
<td>A3 Environmental Consultants</td>
</tr>
<tr>
<td>AEI</td>
</tr>
<tr>
<td>ARCADIS</td>
</tr>
<tr>
<td>Carnow Conibear &amp; Associates, Ltd. (CCA)</td>
</tr>
<tr>
<td>Environmental Design International</td>
</tr>
<tr>
<td>GSG Consultants</td>
</tr>
<tr>
<td>Parsons</td>
</tr>
<tr>
<td>Partner ESI</td>
</tr>
<tr>
<td>RPS Group</td>
</tr>
<tr>
<td>Specialty Consulting, Inc.</td>
</tr>
</tbody>
</table>

The recommended vendor(s) were selected through a competitive procurement process in accordance with HUD regulation CFR 200.318 that evaluated responses in the following areas:
1. Introductory: 5 points
2. Experience: 45 points
3. Organization: 25 points
4. Proposed Fees: 15 points
5. MBE/WBE compliance: 10 points

Final scores received from the evaluation committee were used to determine the firms in the competitive range. Based on the final scoring of the evaluation committee, it is recommended that the CHA enters into agreements with A3 Environmental Consultants, Carnow Conibear and Associates, EDI, GSG Consultants, and Specialty Consulting.

**MWDBE and SECTION 3 COMPLIANCE:**
All recommended awardees have provided signed compliance affidavits. The Recommended Awardees will submit compliance schedules on a per task order award basis. Awardees will be expected to meet applicable compliance requirements for each individual task order. CHA staff will review the proposed vendor compliance plans to ensure vendor utilization plans meet the CHA's stated goals.

Each recommended firm has proposed the following diversity goals:
A3 Environmental Consultants is a self-performing certified WBE and has proposed to subcontract to GSG Consultants (MBE) and C3 Corporation (WBE). A3 Environmental will fulfill CHA Section 3 business concern diversity goals through subcontracting 3% to JHF Consulting, a vetted section 3 business concern. They are a new vendor with CHA.

Carnow Conibear & Associates, Ltd. is a self-performing certified WBE and will fulfill CHA Section 3 business concern diversity goals through subcontracting 3% to JHF Consulting, a vetted section 3 business concern. Carnow Conibear & Associates is part of the current IDIQ pool Contract # 12246 and has performed well and met the CHA diversity goals.

Environmental Design International is a self-performing certified MBE and has proposed to subcontract to RW Collins (WBE) and Earth Solutions (MBE). Environmental Design International will fulfill CHA Section 3 business concern diversity goals through subcontracting 3% to JHF Consulting, a vetted section 3 business concern. Environmental Design International is part of the current IDIQ pool Contract # 12245 and has performed well and met the CHA diversity goals. GSG Consultants is a self-performing certified MBE and will fulfill CHA Section 3 business concern diversity goals through subcontracting 3% to JHF Consulting, a vetted section 3 business concern. GSG Consultants is part of the current IDIQ pool Contract # 12247 and has performed well and met the CHA diversity goals.

Specialty Consulting Inc is a self-performing certified MBE and has proposed to subcontract to RW Collins (WBE), Bryan Environmental Consultants (WBE) and Structure Designs, Inc. (MBE). Specialty Consulting Inc will fulfill CHA Section 3 business concern diversity goals through subcontracting 3% to JHF Consulting, a vetted section 3 business concern. Specialty Consulting Inc is part of the current IDIQ pool Contract # 12366 and has performed well and met the CHA diversity goals.
As noted above, all five vendors will utilize JHF Consulting. JHF Consulting is the only vetted Section 3 business concern. This is a very specialized professional service. Because of this, the number of vetted Section 3 businesses these vendors can utilize is limited to this one business.

**Vendor Background and Information**

**A3 Environmental Consultants**, owned by Alisa Allen, M.S., P.G. and located at 3030 Warrenville Road, Suite 418 Lisle, IL 60532, is a small certified woman-owned business focused on environmental investigations, remediation, and compliance, leveraging over 19 years of professional environmental consulting experience and expertise for the Department of Defense, as well as numerous projects for private industry working on projects for commercial property sales, mergers, and acquisitions.

At the present time, they do not have a contract with the CHA although their professional staff has experience working on various CHA projects such as Las Americas, Lincoln Perry, and Park Boulevard.

**Carnow Conibear & Associates, Ltd.**, Shirley A. Conibear, M.D., president, and located at 600 West Van Buren, Suite 500, Chicago, IL 60607, is a certified woman-owned environmental consulting firm focused on environmental investigations, remediation, and governmental compliance. They have 45 years of environmental engineering, industrial hygiene and occupational medicine multidisciplinary consulting with an extensive knowledge of regulatory policies and standards. They are currently participating in the CHA’s IDIQ program providing environmental and industrial hygiene services. They are currently providing oversight for numerous CHA projects including Albany Terrace, and Zelda Ormes, and Patrick Sullivan. Carnow Conibear & Associates has a 95% completion history for successful remediation completions.

**Environmental Design International (EDI)**, Leslie J. Sawyer, president and CEO and located at 33 W Monroe St., Suite 1825, Chicago, IL 60603, is a certified minority and woman-owned business with more than 30 years of experience. Environmental Design International’s team of engineers and scientists offer a variety of environmental, engineering, industrial hygiene, and survey services to clients within the private and public sectors. They currently provide environmental engineering and industrial hygiene services to CHA through the IDIQ program. They have worked on several CHA projects such as Judge Fisher, Lorraine Hansberry & Southbridge.

**GSG Consultants, Inc.**, Guillermo Garcia, CEO and located at 735 Remington Rd, Schaumburg, IL 60173, is a Hispanic-owned certified MBE environmental consulting business with 30 years of experience focused on environmental engineering services including Phase I &II environmental site assessments and remediation design and oversight. GSG maintains a staff of over 100 technical professionals delivering planning, design, and construction services for new infrastructure developments, expansions, and renovations throughout the Midwest. They have worked on several CHA projects, including Park Boulevard.

**Specialty Consulting, Inc.**, Arturo Saenz, CEO and located at 2942 W Van Buren St, Chicago, IL 60612, is a Hispanic-owned, certified MBE, infrastructure engineering and scientific consulting
firm based in Chicago. Established in 2003, the firm offers structural – architectural engineering, industrial hygiene, environmental engineering, and occupational safety consulting services. They maintain a staff of over 60 technical professionals delivering specialty consulting services for new infrastructure development, expansion, and renovation throughout Illinois and beyond. Specialty Consulting has provided environmental services at several CHA properties, including over 30 Phase I and Phase II investigations for disposition.

Based on the scoring from the evaluation committee, I recommend approval to enter into contracts with five firms referenced above.

Respectfully Submitted:

Tracey Scott  
Chief Executive Officer
RESOLUTION NO. 2022-CHA-

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022 entitled “Recommendation to Award IDIQ contracts for Environmental Consulting Services.”

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Chief Executive Officer or her designee may enter into five Indefinite Delivery and Indefinite Quantity (IDIQ) contracts to provide authority-wide environmental consulting services at various CHA properties to the following vendors, in an aggregate not-to-exceed amount of $4,000,000, consisting of: a two-year base term in the amount of $2,000,000, and two one-year option terms, each in the amount of $1,000,000, with the following vendors:
  • A3 Environmental
  • Carnow Conibear & Associates
  • Environmental Design International
  • GSG Consulting
  • Specialty Consulting

THAT, the Chief Executive Officer or her designee may use her discretion to amend contract values based on utilization and exercise each of the options which may only be exercised individually and upon expiration of the prior year’s term.

THAT, the Chief Executive Officer or her designee may execute and deliver such other documents and perform such actions as may be necessary or appropriate to implement the foregoing.

This award is subject to the contractors’ compliance with the CHA’s MBE/WBE/DBE, Section 3, and insurance requirements for each assigned task order.

______________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
Authorizing the General Partner to Accept the Assignment of Limited Partner Interest from the Investor.

Presenter: Ann McKenzie, Chief Development Officer

**Recommendation**

The Chief Executive Officer (CEO) of the Chicago Housing Authority (CHA) recommends that CHA’s Board of Commissioners (Board) accept:

1) the assignment of Limited Partnership Interest from the Investor Limited Partner, MMA Harrison Courts, LLC and BFIM Special Limited Partner, Inc. (collectively referred to as the Investor Limited Partner) in C/S Harrison Courts Limited Partnership;

2) the assignment of Limited Partnership Interest from the Investor Limited Partner, MMA Loomis Courts, LLC and BFIM Special Limited Partner, Inc. (collectively referred to as the Investor Limited Partner) in C/S Loomis Courts Limited Partnership; and

3) the assignment of Limited Partnership Interest from the Investor Limited Partner, MMA Lathrop Elderly, LLC and BFIM Special Limited Partner, Inc. (collectively referred to as the Investor Limited Partner) in C/S Lathrop Limited Partnership.

The Investor Limited Partner, in each of the above three partnerships wishes to assign its interest to the General Partner in each Partnership respectively; Harrison Courts LLC, Loomis Courts, LLC, and to Lathrop Elderly, LLC for $1.00 each.

The requested action complies in all material respects with all applicable federal, state and local laws, and Chicago Housing Authority board policies. Staff have completed all necessary due diligence to support the submission of this initiative.

**Funding**

N/A

**Background:**

Harrison Courts consists of three apartment buildings located at 2910, 2930 and 2950 W. Harrison Street in Chicago, Illinois. The seven-story buildings were constructed in 1950 by the Authority using a combination of state and local funds. Each building contains approximately 42 units for a total of 123 apartments.

Loomis Courts consists of two apartment buildings located at 1314 and 1342 W. 15th Street in Chicago, Illinois. The seven-story buildings were constructed in 1951 by the Authority using a
combination of state and local funds. Each building contains 62 units for a total of 124 apartments.

Lathrop Elderly is located at 2717 North Leavitt Street in Chicago, Illinois. The nine-story senior building was constructed in 1959 by the Authority using a combination of state and local funds. The property contains 92 units.

In 1979, the Authority entered into a separate Housing Assistance Payments Contract (the “Original Section 8 Contract”) with the U.S. Department of Housing and Urban Development (“HUD”) for each of the three properties to provide for the substantial rehabilitation of Harrison Courts, Loomis Courts and Lathrop Elderly by the Authority and the payment of rental subsidies for a 20-year period. In 2000, upon expiration of the Original Section 8 Contracts, the Authority and HUD entered into Housing Assistance Payments Basic Renewal Contracts (“HAP”) for a period of five years for each property which were subsequently renewed in 2005 for a period of twenty years. The HAP contracts expire on September 30, 2025.

Despite the availability of funds under the Original Section 8 Contract and the Section 8 Renewal Contracts, adequate funds were still not available to the Authority to provide proper maintenance and repair to the Properties. The Properties still required extensive interior demolition as well as all existing floor finishes, plumbing, mechanical and electrical systems needed to be replaced. All potable water and sanitary sewer piping systems needed to be replaced as well as all bathroom and plumbing fixtures. Because of this, in May of 2005, Resolutions No. 2005-CHA-97, 2005-CHA-95 and 2005-CHA-99 were approved by the CHA Board. These resolutions called for the utilization of a multi-tiered approach to facilitate the financing of the needed renovation of each property.

Pursuant to Resolution 2005-CHA-97, C/S Harrison Courts Limited Partnership, (the “Limited Partnership”) an Illinois limited partnership, was formed to own, rehabilitate and operate Harrison Courts Apartments. In addition, Harrison Courts LLC, an Illinois limited liability company in which CHA is the sole member, was formed to serve as the general partner of the limited partnership. BFIM Special Limited Partner, Inc., formerly known as MMA Special Limited Partner, Inc., a Florida corporation, joined the Limited Partnership as Special Limited Partner and MMA Harrison Courts, LLC, a Delaware limited liability company, joined the Limited Partnership as Investor Limited Partner. Both BFIM Special Limited Partner, Inc. and MMA Harrison Courts, LLC are controlled by Boston Financial Investment Management, LP (“Boston Financial”) and is hereinafter referred to as the “Controlling Investor Limited Partner”.

Pursuant to Resolution 2005-CHA-95, C/S Loomis Courts Limited Partnership, (the “Limited Partnership”) an Illinois limited partnership, was formed to own, rehabilitate and operate Loomis Courts Apartments. In addition, Loomis Courts LLC, an Illinois limited liability company in which CHA is the sole member, was formed to serve as the general partner of the limited partnership. BFIM Special Limited Partner, Inc., formerly known as MMA Special Limited Partner, Inc., a Florida corporation, joined the Limited Partnership as Special Limited Partner and MMA Loomis Courts,
LLC, a Delaware limited liability company, joined the Limited Partnership as Investor Limited Partner. Boston Financial is the Controlling Investor Limited Partner.

Pursuant to Resolution 2005-CHA-99, C/S Lathrop Limited Partnership, (the “Limited Partnership”) an Illinois limited partnership, was formed to own, rehabilitate and operate Lathrop Elderly Apartments. In addition, Lathrop Elderly LLC, an Illinois limited liability company in which CHA is the sole member, was formed to serve as the general partner of the limited partnership. BFIM Special Limited Partner, Inc., formerly known as MMA Special Limited Partner, Inc., a Florida corporation, joined the Limited Partnership as Special Limited Partner and MMA Lathrop Elderly, LLC, a Delaware limited liability company, joined the Limited Partnership as Investor Limited Partner. Boston Financial is the Controlling Investor Limited Partner.

Boston Financial contacted the Authority in early 2022 to indicate its desire to exit the above referenced Limited Partnerships and has offered to assign its interest in the Limited Partnerships to the General Partner for $1.00 each.

Respectfully Submitted:

__________________________
Tracey Scott
Chief Executive Officer
RESOLUTION NO. 2022-CHA-XX

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022 entitled “Authorizing the General Partner to Accept the Assignment of Limited Partner Interest from the Investor”.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, Chief Executive Officer or her designee may accept the assignment of Limited Partnership Interest from the Investor Limited Partner, MMA Harrison Courts, LLC and BFIM Special Limited Partner, Inc. (collectively referred to as the Investor Limited Partner) in C/S Harrison Courts Limited Partnership for $1.00; and

THAT, Chief Executive Officer or her designee may accept the assignment of Limited Partnership Interest from the Investor Limited Partner, MMA Loomis Courts, LLC and BFIM Special Limited Partner, Inc. (collectively referred to as the Investor Limited Partner) in C/S Loomis Courts Limited Partnership for $1.00; and

THAT, Chief Executive Officer or her designee may accept the assignment of Limited Partnership Interest from the Investor Limited Partner, MMA Lathrop Elderly, LLC and BFIM Special Limited Partner, Inc. (collectively referred to as the Investor Limited Partner) in C/S Lathrop Limited Partnership for $1.00; and

THAT, Chief Executive Officer or her designee may execute such other documents and perform such actions as may be necessary or appropriate to implement the foregoing.

______________________________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
Authorization to take actions necessary for the closing of Albany Terrace and Irene McCoy Gaines Apartments.

<table>
<thead>
<tr>
<th>Development Addresses</th>
<th>Community Area</th>
<th>Target Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albany Terrace</td>
<td>South Lawndale</td>
<td>Seniors</td>
</tr>
<tr>
<td>3030 W 21st Place</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Irene McCoy Gaines</td>
<td>East Garfield Park</td>
<td></td>
</tr>
<tr>
<td>3700 W. Congress Pkwy.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Presenter: Ann McKenzie, Chief Development Officer

**Recommendation**

It is recommended that the Board of Commissioners (Board) of the Chicago Housing Authority (CHA) authorize the Chief Executive Officer or her designee to:

1) issue and sell an additional $10,000,000 of CHA Multi-Family Housing Revenue Notes (Notes) for an aggregate principal not-to-exceed amount of $100,000,000;

2) approve an additional $5,000,000 in CHA loan funds for an aggregate not-to-exceed amount of $23,000,000;

3) approve the revised organizational structure for Albany Terrace and Irene McCoy Gaines Apartments as two separate projects;

4) execute and deliver all Note documents in connection with the issuance and sale of the Notes; and

5) execute and deliver such other documents and perform such actions as may be necessary or appropriate to implement the foregoing.

**Property Summary and Estimated Contract:**

CHA plans to completely renovate both Albany Terrace and Irene McCoy Gaines Apartments through a co-development with Michaels Development.

**Funding**

<table>
<thead>
<tr>
<th>CHA Loan Source</th>
<th>Type of Loan</th>
<th>Not to Exceed Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHA Funds</td>
<td>Construction/ Permanent</td>
<td>$23,000,000</td>
</tr>
</tbody>
</table>
On March 15, 2022, CHA’s Board approved an increase in bonds to $90,000,000.

**Compliance**
Subject to compliance with M/W/DBE and Section 3 participation.

**Background and Approach**
The development will include Albany Terrace Apartments, located in the South Lawndale Community and Irene McCoy Gaines Apartments in the East Garfield Park Community.

The comprehensive renovation of Albany Terrace Apartments and Irene McCoy Gaines includes the following major systems: heat, ventilation and air conditioning, electrical upgrades, plumbing replacement and extension of the sprinklers into all units. The scope includes rehabilitation of units and new amenity spaces for seniors. The new amenity spaces for seniors consist of redesigned dining/community room, exterior courtyard, living room and reception areas, meeting room, computer room, updated laundry spaces, game room, and an exercise room.

At its March 15, 2022 meeting, the CHA Board authorized the issuance and sale of Notes not to exceed $90 million (Resolution No. 2022-CHA-13). This action is a request to increase that authorization by up to an additional $10,000,000 for a not-to-exceed total of $100,000,000 in Notes and approve an additional $5,000,000 in CHA Loan funds for a not-to-exceed amount of $23,000,000.

Since March, interest rates have increased substantially and construction costs have continued to rise. The increased interest rate has reduced the potential first mortgage proceeds by over $11,000,000.

The most recent appraisal valued the buildings higher than previously projected, which provided additional low income housing tax credit equity to partially close the funding gap. The increase in tax credit equity did not completely fill the gap. An amount up to $5,000,000 is needed to bridge that difference.

That increase in tax credit equity also resulted in the need to add to the construction bond volume cap to comply with financing requirements. This action includes a request to increase the Note authorization by up to an additional $10 million to cover the gap. The increased interest rate has reduced the first mortgage proceeds and put pressure on project financing. As such, the principal amount for the Albany Terrace and Irene McCoy Gaines Apartments Redevelopment Notes to be issued, will not exceed an aggregate amount of $100,000,000. The Notes will be issued in one or more series.

The Albany Terrace and Irene McCoy Gaines Apartments project was initially conceived as a single 4% LIHTC project to combine resources. HUD and the first mortgage lender, Freddie Mac, are requiring that the two developments be separated to meet their requirements. The revised organizational structures for Albany Terrace and Irene McCoy Gaines Apartments are as follows:
Albany Terrace Revised Organizational Structure

*If the loan is greater than $25 MM, Freddie Mac requires the Albany Terrace organizational structure to be formed in Delaware. Delaware requires these organizational structures to include a Springing Member.*
Irene McCoy Gaines Revised Organizational Structure

Property Profile
The planned combined RAD/PBV-assisted units mix:

<table>
<thead>
<tr>
<th>PROPERTY</th>
<th>TYPE</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Irene McCoy Gaines</td>
<td>Studio / 1 Bath</td>
<td>30</td>
</tr>
<tr>
<td>Irene McCoy Gaines</td>
<td>1-Bedroom / 1 Bath</td>
<td>120</td>
</tr>
<tr>
<td>Albany Terrace</td>
<td>1-Bedroom / 1 Bath</td>
<td>350</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>500</strong></td>
</tr>
</tbody>
</table>
It is critical to begin rehabilitation work on Albany Terrace and Irene McCoy Gaines Apartments and the revised financing recommended will allow these projects to move forward.

The requested action complies in all material respects with all applicable Federal, State, and Local laws, and Board policies.

Respectfully Submitted:

Tracey Scott
Chief Executive Officer
RESOLUTION NO. 2022-CHA-

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022 entitled “Authorization to take actions necessary for the closing of Albany Terrace and Irene McCoy Gaines Apartments”.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Chief Executive Officer or her designee may issue and sell additional CHA Multi-Family Housing Revenue Notes of a not-to-exceed amount $10,000,000 for an aggregate principal not-to-exceed amount of $100,000,000; and

THAT, the Chief Executive Officer or her designee may execute and deliver all Note documents in connection with the issuance and sale of the notes; and

THAT, the Chief Executive Officer or her designee may loan funds in an aggregate not-to-exceed $23,000,000;

THAT, the Chief Executive Officer or her designee may execute and deliver all organizational documents in connection with the revised organizational structure of Albany Terrace Apartments and Irene McCoy Gaines Apartments as two separate projects; and

THAT, the Chief Executive Officer or her designee may execute and deliver such other documents and perform such actions as may be necessary or appropriate to implement the foregoing.

This resolution is subject to the Owner/Developer’s compliance with the CHA’s MBE/WBE/DBE/Section 3 Hiring and Subcontracting and insurance requirements.

________________________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
BOARD OF COMMISSIONERS
Tenant Services Committee Meeting
CHA Corporate Offices
60 E. Van Buren, 7th Fl., Chicago, Illinois

Tuesday, November 15, 2022
8:40 a.m.

AGENDA

I. Roll Call

II. Approval of Minutes for the Tenant Services Committee Meeting of July 19, 2022.

III. Resolutions
7 Authorization to enter into an Intergovernmental Agreement with Department of Family and Support Services, for an approximate value of $2,564,000, to provide support services for CHA residents.
Presenter: Mary Howard, Chief Resident Services Officer

8 Authorization to award contracts for Workforce Services for CHA residents. Recommended Awardees: Employment & Employer Services and UCAN, in an aggregate amount of $17,242,437.
Presenter: Mary Howard, Chief Resident Services Officer

IV. Adjournment
Authorization to enter into an Intergovernmental Agreement to provide support services for CHA residents.

Presenter: Mary Howard, Chief Resident Services Officer

Recommendation
The Chief Executive Officer recommends that the Board of Commissioners of the Chicago Housing Authority approve an Intergovernmental Agreement ("IGA") with the Chicago Department of Family and Support Services ("DFSS") for a two-year base term from January 1, 2023 through December 31, 2024 for an approximate value of $2,564,000 to provide support services for Chicago Housing Authority residents.

The requested action in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal (HUD) procurement laws. Staff have completed all necessary due diligence to support the submission of this initiative.

Funding
MTW Funds

Background:
Since 2008, CHA has partnered with DFSS to provide various support services for CHA families. This collaboration allows CHA and DFSS to strategically address homelessness and leverage resources to enhance youth and senior services for CHA residents. Through the Golden Diners Program, seniors receive free meals at 19 CHA senior buildings throughout Chicago. This is a critical service to senior residents who may experience mobility challenges or lack incentive to prepare meals.

As of second quarter, 2022, 240 CHA youth have participated in out of school time youth services; 76 CHA households have participated in initiatives aimed at addressing homelessness and 105,389 Golden Diners meals have been served at CHA properties.
**Expected Outcomes Under New Contract**

<table>
<thead>
<tr>
<th>Metric</th>
<th>Two Year Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Initiatives for Individuals/Families Experiencing Homelessness</td>
<td>110</td>
</tr>
<tr>
<td>Number of Golden Diners Meals Served</td>
<td>450,000</td>
</tr>
<tr>
<td>Number of CHA Youth Participating in After School, Summer and Vacation Day Programs Funded Through the IGA</td>
<td>800</td>
</tr>
</tbody>
</table>

Respectfully Submitted:

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Tracey Scott  
Chief Executive Officer
RESOLUTION NO. 2022-CHA-

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022, entitled “Authorization to enter into an Intergovernmental Agreement to provide support services for CHA residents.”

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Board of Commissioners authorizes the Chief Executive Officer, or her designee, to enter into an Intergovernmental Agreement with the Chicago Department of Family and Support Services (“DFSS”) for a two-year base term from January 1, 2023 through December 31, 2024 for an approximate value of $2,564,000 to provide support services for Chicago Housing Authority residents.

The requested action in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal (HUD) procurement laws. Staff have completed all necessary due diligence to support the submission of this initiative.

Angela Hurlock
Chairperson
Chicago Housing Authority
Authorization to award contracts for Workforce Services for CHA residents.

Presenter: Mary Howard, Chief Resident Services Officer

**Recommendation**
The Chief Executive Officer recommends that the Board of Commissioners of the Chicago Housing Authority approve a two-year base term contract from January 1, 2023 through December 31, 2024 with three (3), one-year option terms to the following vendors to provide workforce services for Chicago Housing Authority residents.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Two Year Base Term Amount</th>
<th>Three Year Option Term Aggregate Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Category A - Summer Food Service and Golden Diners Program</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employment &amp; Employer Services</td>
<td>$4,120,961</td>
<td>$6,360,921</td>
</tr>
<tr>
<td><strong>Category B - Employment Placement Services</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employment &amp; Employer Services</td>
<td>$1,512,232</td>
<td>$2,368,309</td>
</tr>
<tr>
<td>UCAN</td>
<td>$1,117,591</td>
<td>$1,762,423</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$6,750,784</strong></td>
<td><strong>$10,491,653</strong></td>
</tr>
</tbody>
</table>

The Board of Commissioners delegates authority to the Chief Executive Officer to use her discretion to exercise the option year terms and determine option year term contract values based on service utilization. The Chief Executive Officer shall not exercise more than one option year term in any year.

The requested action complies in all material respects with all applicable federal, state and local laws, and Chicago Housing Authority board policies. Staff have completed all necessary due diligence to support the submission of this initiative.

**Funding**
MTW Funds

**Background**
Through the Summer Food Service and Golden Diners programs, and Employment Placement Services program, CHA residents have the ability to generate earnings and savings over time through employment placement and career advancement. Residents who acquire and retain
employment are better able to meet their basic needs. Additionally, those who have income stability through job wages are on a path to increase their economic independence.

Through the Golden Diners program, seniors receive a meal, which is especially beneficial for seniors who lack incentive to prepare meals or have mobility challenges. The Golden Diners program is offered at 19 CHA senior-designated buildings. CHA Residents hired through the program receive a subsidized wage to serve meals to senior residents.

The Summer Food Service program serves meals to youth during the summer months, at no cost to the resident, at approximately 25 locations in or near CHA developments throughout Chicago. CHA Residents hired through the program receive a subsidized wage to serve breakfast and lunch to CHA residents.

**Procurement Activities**

Specifications prepared by CHA staff were publicly advertised as RFP Event 3209 for Workforce Services July 12, 2022. A Pre-Proposal Conference was held on July 20, 2022 and six (6) firms attended. Eight (8) proposals were received on August 15, 2022. There were six (6) no bid responses. The responses to the RFP are depicted in the table below:

<table>
<thead>
<tr>
<th>Vendor Responses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Benevolence Home Services</td>
</tr>
<tr>
<td>Centers for New Horizons</td>
</tr>
<tr>
<td>Employment and Employer Services</td>
</tr>
<tr>
<td>Educational Advantage Inc.</td>
</tr>
<tr>
<td>Hire360</td>
</tr>
<tr>
<td>HUS Architecture</td>
</tr>
<tr>
<td>JAS Enterprises</td>
</tr>
<tr>
<td>UCAN</td>
</tr>
</tbody>
</table>

Benevolence Home Services was deemed non-responsive due to their failure to provide required submittal documents.

The recommended vendor(s) were selected through a competitive procurement process in accordance with HUD regulation CFR 200.318 that evaluated responses in the following areas:

1. Experience and Past Performance -- 15 points
2. Approach and Work Plan -- 60 points
3. Organizational Structure and Key Personnel --5 points
4. Proposed Fees -- 10 points
5. MBE/WBE compliance -- 10 points

Final scores received from the Evaluation Committee were used to determine the competitive range. Oral presentations were held and best and final offers were completed. Based on the overall scoring, CHA staff recommends Employment & Employer Services and UCAN for awards to provide Workforce Services as needed by CHA.
M/W/DBE and SECTION 3 COMPLIANCE:
The compliance division of the Department of Procurement and Contracts has reviewed the proposed vendors and determined that the vendor’s respective utilization plans meet the CHA’s stated goals.

Employment & Employer Services (EES) is requesting a 92.55 % M/W/DBE waiver. They are proposing to sub-contract 4.63% directly to ARF Food Safety & Consulting Group, services food safety and job readiness training and 2.82% indirect to Taeyaar 4-Points which provides IT Management and support services to EES on other contracts.

EES uses 12 M/W/DBE service providers whose costs have been allocated to the Family Works contract. In addition, EES is developing a partnership with the WORC Office to assist EES business partners with becoming M/W/DBE certified.

UCAN will fulfill CHA’s diversity goals through direct subcontracting with Educational Advantage to provide training and field supervision and the remaining goals will be fulfilled through indirect participation from Tidy UP Experts 5%, Arrow Supply Company 10% and Wyn-Win Communications 5%.

Both firms are providing services directly to CHA residents (i.e., services for the benefit of CHA youth, employment opportunities, and self-sufficiency programs) and therefore meet the CHA’s Supplemental Section 3 Business Participation Requirements.

Vendor Background Information
Larry Fitzpatrick, CEO 223 W. Jackson Blvd. Suite 1005 Chicago IL, 60606. Employment & Employer Services has been in business 39 years. EES currently operates out of 19 locations in Chicago and the Chicagoland area. EES locations offer programming in collaboration with CHA for FamilyWorks Services, Employment Placement Services, Golden Diners and Summer Food Programs, and Summer Youth Employment Program.

Christa Hamilton, CEO 3605 W. Fillmore St. Chicago IL 60624. UCAN has operated programs for Chicagoland’s most disadvantaged youth since its founding 152 years ago. UCAN’s Career Services help families achieve economic and social self-sufficiency.

Based on the scoring from the evaluation committee, I recommend approval to enter into contracts with Employment & Employer Services and UCAN to provide Workforce Service as needed.

Respectfully Submitted:

Tracey Scott
Chief Executive Officer
RESOLUTION NO. 2022-CHA-

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022, entitled “Authorization to award contracts for Workforce Services for CHA residents.”

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Board of Commissioners authorizes the Chief Executive Officer, or her designee, to approve a two-year base term contract from January 1, 2023 through December 31, 2023 with three (3), one-year option terms to the following vendors to provide workforce services for Chicago Housing Authority residents.

Employment & Employer Services for a two (2) year base term amount not to exceed $4,120,961 and three (3) one year option terms in an aggregate amount not to exceed $6,360,921 to provide Summer Food Service and Golden Diners Program Services; Employment & Employer Services for a two (2) year base term amount not to exceed $1,512,232 and three (3) one year option terms in an aggregate amount not to exceed $2,368,309 to provide Employment Placement Services; and UCAN for a two (2) year base term amount not to exceed $1,117,591 and three (3) one year option terms in an aggregate amount not to exceed $1,762,423 to provide Employment Placement Services.

The Board of Commissioners delegates authority to the Chief Executive Officer to use her discretion to exercise the option year terms and determine option year term contract values based on service utilization. The Chief Executive Officer shall not exercise more than one option year term in any year.

The requested action in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal (HUD) procurement laws. Staff have completed all necessary due diligence to support the submission of this initiative.

______________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
BOARD OF COMMISSIONERS
Finance & Audit Committee Meeting
CHA Corporate Offices
60 E. Van Buren, 7th Fl., Chicago, Illinois

Tuesday, November 15, 2022
8:50 a.m.

AGENDA

I. Roll Call

II. Open Session - Roll Call

III. Resolutions
   9 Recommendation to approve the FY2023 Comprehensive Budget.
      Presenter: Michael Moran, Chief Financial Officer

   10 Authorization to adopt amended and restated Procurement Policy.
      Presenter: Mary Howard, Chief Resident Services Officer

   11 Authorization to award IDIQ Contracts with Outside Counsel.
      Presenter: Ellen Harris, Chief Legal Officer

IV. Adjournment
Recommendation to approve the FY2023 Comprehensive Budget.

Presenter: Michael Moran, Chief Financial Officer

**Recommendation**
The Finance and Audit Committee has reviewed and approved the Chicago Housing Authority’s (CHA) $1.2 billion budget. The 2023 Comprehensive Budget was presented to the Finance and Audit Committee at its November 15, 2022 regular meeting.

It is recommended that the Board of Commissioners accept the attached Comprehensive Budget and authorize the CEO or her designee to submit such documents to the United States Department of Housing and Urban Development (HUD).

The Chief Financial Officer has completed all necessary due diligence to support the submission of this initiative and recommends the approval of this item accordingly.

**Background:**
The Chicago Housing Authority is required to submit for approval by the Board, a balanced annual Comprehensive Budget detailing each of its funding sources (MTW Fund, section 8 Non-MTW fund, and Other Funds) and the use of budgeted funds.

The Chicago Housing Authority’s Comprehensive Budget totaling $1.2 billion includes the following fund categories:

- **MTW Fund.** Total sources for 2023 are $995 million. The MTW Fund combines the Low-Rent, Capital and Section 8 programs into a block grant as allowed by HUD under its Amended and Restated MTW agreement. Total MTW Fund revenues consist of Housing Assistance Subsidy, Capital Grant Funds, Operating Subsidy, Block Grant, Dwelling Rental Income, Interest Income and Other Income.

- **Section 8 Fund (Non-MTW).** Total sources for this program are $104 million. Total Section 8 (non-MTW) fund revenues consist of approximately $71 million from RAD vouchers and administration fees, $15 million from Emergency Housing Vouchers, $11 million from Veteran’s Affairs Supportive Housing (VASH) vouchers, $4 million from Mod Rehab
vouchers, and $3 million from Mainstream vouchers for housing assistance. This fund also includes Tenant Rental Income and Interest Income related to RAD properties.

- Other Funds. Total sources are $96 million. Approximately $46 million of proceeds from the $325 million bond issue that closed in September 2018 will be used to fund capital maintenance and repairs at CHA public housing and provide loans to mixed-income developments and RAD capital projects. Additionally, approximately $35 million from RAD rehab escrows and replacement reserves will fund capital work at individual properties that have already converted into the RAD program. Lastly, approximately $15 million of other federal and local grants, non-federal revenues, and interest income will be used to enhance or augment funding for critical programs and services that the CHA provides to its residents.

The estimated sum of all sources is equal to the estimated sum of all expenditures to be made/incurred during 2023.

Respectfully Submitted:

Tracey Scott
Chief Executive Officer
RESOLUTION NO. 2022-CHA-XX

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022 entitled “Recommendation to approve the FY2023 Comprehensive Budget”.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY

THAT, the Board of Commissioners, authorizes the Chief Executive Officer, or her designee to Approve the Chicago Housing Authority’s $1.2 Billion budget, and grants authorization to the Chief Executive Officer, or her designee, to make any final updates as deemed necessary;

THAT, the proposed expenditures are necessary for the efficient and economical operation of the Chicago Housing Authority for the purpose of serving low-income families;

THAT, the financial plan is reasonable in that it indicates funding sources adequate to cover all proposed expenditures, and does not provide for use of Federal funding in excess of that payable under the provisions of the applicable Federal regulations;

THAT, all proposed rental charges and expenditures will be consistent with provisions of law and the Annual Contributions Contract in accordance with the Amended and Restated Moving to Work Demonstration Agreement of the Chicago Housing Authority with the US Department of Housing and Urban Development; and

THAT, the Board of Commissioners grants authorization to submit the Recommendation to Approve the Chicago Housing Authority’s $1.2 Billion Budget for 2023 to the US Department of Housing and Urban Development upon Board approval. Such approval shall constitute conclusive evidence of the Board’s approval of any and all such updates.

__________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
Authorization to adopt Amended and Restated Procurement Policy.

Presenter: Mary Howard, Chief Resident Services Officer

Recommendation
The Chief Executive Officer recommends that the Board of Commissioners of the Chicago Housing Authority (CHA) approve the attached amended and restated Chicago Housing Authority Procurement Policy.

Background:
This updated policy supersedes CHA’s current Procurement Policy which was adopted in March 2020.

This updated policy also supersedes the Section 3 policy adopted April 2015, MWDBE Plan adopted February 1995 and Minimum Wage policy adopted November 2017, which can separately be rescinded as superseded.

The key revisions are:
- Adds a design build component for non-federally funded projects to this policy,
- Consolidates the three policies and eliminates any redundancies,
- Removes procedures which users may access through CHA’s intranet,
- Removes the Property Management Budget Delegation Authority.

Respectfully Submitted:

Tracey Scott
Chief Executive Officer
RESOLUTION NO. 2022-CHA-

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022, entitled “Authorization to adopt Amended and Restated Procurement Policy”,

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Board of Commissioners adopts the attached Procurement Policy.

________________________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
PROCUREMENT POLICY

Responsible CHA Department(s): Procurement and Contracts | Policy No. [###]

Effective Date: November 15, 2022

Approved on November 15, 2022 by CHA Board of Commissioners
Resolution No. [Pending]

This policy supersedes the Procurement Policy (March 2020), MWBDE Policy (February 1995), Section 3 (April 2015) and Minimum Wage Policy (November 2017).

I. Purpose

This Procurement Policy (Policy) is established for the Chicago Housing Authority (CHA) in compliance with all applicable laws and regulations including the United States Department of Housing and Urban Development’s (HUD). This Policy meets the self-certification requirements of 2 CFR 200.325 (c) (2). CHA’s annual procurement goals and objectives are developed, implemented and monitored through an authority-wide annual procurement plan, with the intent of maximizing economic value to the CHA as a whole in order to serve the long-term interest of its residents and community.

In its procurement of its goods and services, CHA seeks relationships with vendors who share our values for inclusive and equitable contracting opportunities. CHA strives to be fair, transparent, and practical, and works to optimize the use of public funds through purchasing decisions. Specific procurement processes and procedures are outlined in the CHA’s Procurement and Compliance Procedures Manual. This Policy will:

1. Provide for the fair and equitable treatment of all persons or firms involved in procurement by the CHA and be in line with CHA diversity goals; and
2. Assure that supplies, services, and construction are procured efficiently, effectively and at the best prices available to the CHA; and
3. Promote competition in contracting; and
4. Provide safeguards for maintaining a procurement system of quality and integrity; and
5. Assure that the CHA’s procurement actions are in full compliance with applicable Federal laws and standards, HUD regulations and state and local laws.
6. Promote efficient use of public funds through a variety of procurement methods.
7. Promote access to CHA’s use of funds to diverse businesses and individuals.

II. General Provisions

A. Definitions. [Reserved]

B. Authority

Subject to the requirements of the Bylaws of the Board of Commissioners, the Board delegates authority to execute contracts and modifications for procurements to the CEO or designee provided such contract and modification totals together do not exceed the individual line-item totals in the approved budget.
C. **Procurement Information Access**

The CHA shall create, collect, analyze, store, and maintain all procurement documentation in conformance with applicable laws and regulations where applicable. Documentation of all solicitations and responses shall become public record upon action by the Board or in accordance with applicable laws. Specific information pertaining to procurement documentation activities are identified in the CHA’s Procurement and Compliance Procedures Manual. These procedures shall reflect applicable state and local law and conform to applicable Federal standards as described in 2 CFR 200.

III. **Procurement Methods**

CHA’s purchasing procedures are designed to provide flexibility in purchasing. The CHA’s competitive procurement activities are designed to be fair, transparent, and conducted in a manner that does not place unreasonable requirements on firms to do business with the CHA.

A. Purchases under the micro-purchase threshold then in effect ($10,000 as of the date of this policy) may be awarded without soliciting competitive price or rate quotations if the price is considered to be reasonable based on research, experience, purchase history or other information and documents it files accordingly.

B. CHA small purchase procedures shall be used for the acquisition of day-to-day goods, services, supplies or other property which have a projected cost not less than the micro-purchase threshold then in effect but does not exceed the simplified acquisition threshold. ($250,000 as of the date of this policy).

C. Purchases may not be broken up into smaller amounts to meet the Small Purchase Threshold.

D. Formal solicitation procedures are required for all purchases greater than Simplified Acquisition Threshold then in effect ($250,000 as of the date of this policy) shall be solicited and advertised to maximize participation.

E. CHA may have more than one vendor for the same product.

F. Cooperative Procurement/Intergovernmental Agreements (Piggybacks) shall be conducted whenever economically justifiable in the best interest of the CHA.

G. Non-Competitive purchases may be awarded if one or more of the following apply:

1. The aggregate dollar amount of the property or services does not exceed the micro-purchase threshold.
2. The item as such in nature is available only from a single source.
3. Public exigency or emergency for the requirement will not permit a delay resulting from a competitive solicitation.
4. The Federal awarding agency (HUD) or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity.
5. After solicitation of multiple sources, competition is determined inadequate.
6. The CHA may use the alternative procurement process as provided in 24 CFR 963 to fulfill CHA procurement requirements, if feasible, to utilize a Resident Owned Business (ROB).
When there is an emergency or public exigency, the CEO is authorized to approve the use of noncompetitive procurement procedures only when the anticipated costs associated with such procurement does not exceed $1,000,000.

When there is an emergency or public exigency where the anticipated costs to remediate such emergency or public exigency exceeds $1,000,000, the CEO must seek immediate Board approval prior to proceeding.

As promptly as possible following such action, the CEO must certify to the Board that the applicable conditions for a noncompetitive procurement apply. Provided that the certification is sufficient with respect to this policy, the Board may ratify the non-competitive procurement action taken.

IV. Commitment to Diversity in Contracting

A. Minority, Women, and Disadvantaged Business Enterprises

The CHA will make every feasible effort to ensure small businesses, MBEs, WBEs, DBEs are included in and have the opportunity to participate in contracts awarded by the CHA, as defined by regulations developed by the Secretary of the Department of Housing and Urban Development (HUD).

B. Section 3

All CHA procurement activities shall be conducted in accordance with Section 3 of the HUD Act of 1968 (12 U.S. Code § 1701u) as amended by Section 915 of the Housing and Community Development Act of 1992 and as amended in 24 CFR Part 75 to "ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing federal, state and local laws and regulations, be directed toward low and very low income persons, particularly those who are recipients of government assistance for housing and to business concerns which provide economic opportunities to low-and very low-income persons."

CHA Diversity Goals

C. Section 3 Sub-contracting

The CHA will make every feasible effort to ensure that in addition to meeting Section 3 labor hour goals that contractors also subcontract to Section 3 business concerns, where applicable. If sub-contracting is not feasible, other economic opportunities may be permitted.

V. Davis Bacon

Construction contracts in excess of $2,000 awarded by the CHA shall comply with the Davis-Bacon Act, as amended. Awarded contracts will include a provision for compliance with the Davis-Bacon Act as supplemented by Department of Labor regulations.

VI. Other Wage Requirements

Unless expressly preempted by Federal wage determinations (either Davis-Bacon or HUD-Determined Wage Rates), all Contracts shall comply with the CHA Minimum Wage Requirement, and state and local minimum wage laws regulations where applicable. Awarded contracts will also include a provision for compliance with the CHA Minimum Wage Requirement and state and local minimum wage laws regulations where applicable.
VII. **Procurement of Recovered Materials**

Procurement of recovered material shall be conducted in accordance with applicable laws and regulations where applicable. The HUD regulation requires certain non-Federal entities to comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired by the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

VIII. **Contract Awards & Contract Modification Approval**

Contract awards shall be made in accordance with applicable laws and regulations. Awards will only be issued to responsible bidders/proposers (i.e., those who have the technical and financial competence to perform and who have a satisfactory record of integrity). Further, all contracts authorized under this Section are required to be reviewed by the CHA for conformance to this Policy, the Procurement and Compliance Procedures Manual and applicable law. This review may be incorporated into the annual audit report for CHA.

IX. **Contract Administration**

A. Refers to all activity subsequent to awarding a contract to ensure it is performed successfully and the CHA receives the supplies or services contracted.

B. No contracts shall be awarded to debarred, suspended, or ineligible contractors as declared by HUD or the CHA.

C. It is the CHA's policy to resolve contractual issues informally at the CHA level without litigation. Disputes shall not be referred to HUD until all administrative remedies have been exhausted at the CHA level.

D. Any protest against a solicitation must be received before the due date for the receipt of bids or proposals, and any protests against the award of the contract must be received within 10 calendar days after a contract award, or the protest will not be considered.

E. All bid protests shall be in writing and submitted to the CHA's Contracting Officer or authorized designee who shall issue a written decision as to final disposition of the protest in accordance with the protest procedures set forth in the Procurement and Compliance Procedures Manual. The CHA's Contracting Officer or authorized designee may, with discretion, suspend the protested procurement pending the resolution of the protest.

X. **Procurement Code of Conduct**

The Code of Standards established in the CHA Ethics Policy shall apply to all CHA procurement staff. CHA procurement staff is prohibited from the solicitation or acceptance of gratuities, favors or anything of monetary value from contractors, potential contractors, or other parties. There is a zero tolerance in the Procurement Department and no gifts of any value can be accepted. The allowance of an unsolicited gift of $50 or less referenced in the overall CHA Ethics Policy does not apply to the procurement staff.
XII. Use of Non-Federal Funds/Design-Build Policy

A. General Requirements for Non-Federal Public Funds

Funds obtained from public sources other than HUD shall use the procurement standards applicable to those funds, provided that such standards are consistent with the minimum requirements of this Policy, subject to the exceptions specified in subsections B and C below.

B. Design-Build Method of Procurement for RAD Properties, Post Conversion

The CHA may utilize the design-build method of procurement for properties owned by entities other than the CHA that have been converted to rental assistance contracts under HUD’s Rental Assistance Demonstration Program (“RAD”) if it is shown to be in the CHA’s best interest for that particular project.

Accordingly, the CEO or her designee is hereby authorized to utilize and to establish procedures for the design-build method of procurement for RAD properties and other non-federally funded projects. Such procedures shall conform to all applicable laws, rules and regulations. Design-build procurement transactions shall be exempt from the following provisions of this policy: Section III (“Competition”); Section IV (“Documentation”), Subsection B; Section IV (“Procurement Methods”); Section VIII (“Alternative Procurement”).

C. Private Funding

Procurement transactions funded exclusively by private sources, such as foundations, shall meet the procurement standards applicable to the grant and specified in the grant agreement with the CHA, and shall be exempt from the following provisions of this policy: Section II (“Competition”), Subsection A, B and C; Section III (“Documentation”), Subsection B; Section IV (“Procurement Methods”), Subsections A and B 1, 2, 3, and 4; Section VI (“Section 3”); Section VIII (“Alternative Procurement”).

References: Procurement Policy
HUD Procurement Regulation - 2 CFR 200.318-327
The Illinois Housing Authority Act 310 ILCS 10/1 et seq.,
Davis-Bacon Act (40 U.S.C.3141–3144, and 3146–3148)
Environmental Protection Agency (EPA) at 40 CFR part 247
Section 8.2 of the Housing Authorities Act, 310 ILCS 10/8.2
Section 3 Rule 24 CFR part 75
The RAD Program (Pub. L. 122-55, signed November 18, 2011)

Policy History:
Approved on [Date]
Revised on [Date(s)]
Authorization to award IDIQ Contracts for Outside Counsel.

Presenter: Ellen Harris, Chief Legal Officer

Recommendation
The Chief Executive Officer recommends that the Board of Commissioners (Board) of the Chicago Housing Authority approve the award of contract(s) to seventeen (17) law firms in seven designated categories for legal services to be performed as needed. The term of each contract shall be for a two (2) year period.

The aggregate amount for the Legal Services Agreements are not to exceed the annual appropriated budget for the Office of the General Counsel and Risk Management Department for the payment of fees for legal services. Task Order assignments issued under any Legal Services Agreement shall have a not-to-exceed amount of Two Hundred Thousand Dollars ($200,000).

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<th>Recommended Awardees</th>
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<td><strong>Vendor Responses</strong></td>
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<td>1. Ballard Spahr LLP</td>
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<td>6. Foley &amp; Lardner LLP</td>
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<td>7. Franczek P.C.</td>
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<td>8. Hawkins Delafield &amp; Wood LLP</td>
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<td>9. Hinshaw &amp; Culbertson LLP</td>
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<td>10. Laner Muchin, Ltd.</td>
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<td>11. Miller, Canfield, Paddock, and Stone, P.L.C. (&quot;Miller Canfield&quot;)</td>
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<td>12. Reno &amp; Cavanaugh, PLLC</td>
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<td>13. Riley Safer Holmes &amp; Cancila LLP</td>
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<td>14. Rusin &amp; Maciorowski Ltd.</td>
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<td>15. Saul Ewing Arnstein &amp; Lehr LLP</td>
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<td>16. Taft Stettinius &amp; Hollester LLP</td>
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<td>17. Trinstan &amp; Cervantes LLC</td>
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The requested action complies in all material respects with all applicable federal, state and local laws, and Chicago Housing Authority board policies. Staff have completed all necessary due diligence to support the submission of this initiative.

Funding
MTW Funds

Background
Legal Services Agreements are needed in various areas of law should referrals to outside legal counsel become necessary due to extraordinary volume in a particular area, for matters which are extremely complex or which involve special expertise not generally available from in-house staff. There exists a timeliness factor in the retention of legal services, which requires that matters be referred to counsel as quickly as possible. Pursuant to the U.S. Department of Housing and Urban Department ("HUD") procurement handbook, the procurement of legal services must be conducted in accordance with 2 C.F.R. 200.317 and with specific approval of HUD’s Office of the Regional Counsel.

In order to facilitate the retention of outside counsel, CHA’s Office of the General Counsel customarily obtains advance HUD approval for the issuance of a Request for Proposals for Legal Services (RFP) and draft Legal Services Agreement. The Office of the General Counsel received HUD’s approval of the RFP and form of Legal Services Agreement on May 17, 2022. This process eliminates the time required to competitively procure legal services and then obtain HUD approval of the procurement when matters requiring the retention of outside counsel arise. The execution of a Legal Services Agreement with a firm does not obligate funds and does not imply any commitment to assign legal matters with any of the respective firms.

Procurement Activities
Specifications prepared by CHA staff were publicly advertised as RFP Event 3198 for Legal Services June 10, 2022. A Pre-Proposal Conference was held on June 21, 2022 and twenty-six (26) firms attended. Seventeen (17) proposals were received on July 11, 2022. Two no-bid responses were received from Depo Holdings, LLC and Old Veteran Construction. The responses to the RFP are depicted in the table below:

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12. Reno & Cavanaugh, PLLC
13. Riley Safer Holmes & Cancila LLP
14. Rusin & Maciorowski Ltd.
15. Saul Ewing Arnstein & Lehr LLP
16. Taft Stettinius & Hollister LLP
17. Tristan & Cervantes LLC

The recommended vendor(s) were selected through a competitive procurement process in accordance with HUD regulation CFR 200.318 that evaluated responses in the following areas:

1. Qualifications and Experience -- 55 points
2. Workflow Capabilities -- 18 points
3. Plan of Action -- 17 points
6. MBE/WBE compliance -- 10 points

Final scores received from the Evaluation Committee were used to determine the competitive range. Oral presentations were waived. Based on the overall scoring, CHA staff recommends Ballard Spahr LLP, Burke Burns & Pinelli, Ltd, Caminer Law. LLC, Chapman & Cutler LLP, Clark Hill PLC, Foley & Lardner LLP, Franczek P.C., Hawkins Delafield & Wood LLP, Hinshaw & Culbertson LLP, Laner Muchin Ltd, Miller Canfield Paddock & Stone, P.L.C., Reno & Cavanaugh PLLC, Riley Safer Holmes & Cancila, LLP, Rusin & Maciorowski Ltd, Saul Ewing Arnstein & Lehr LLP, Taft Stettinius & Hollister LLP, and Tristan & Cervantes LLC. for awards to provide legal services as needed by CHA.

**MWDBE and SECTION 3 COMPLIANCE:**
The seventeen recommended firms have agreed to meet the CHA diversity goals on a per task order award basis. Awardees will submit compliance schedules and proposed budgets that will be reviewed by CHA staff to ensure any proposed diversity partner(s) have the appropriate expertise for the task order assignment.

Due to the professional licensure required to provide legal services, Section 3 is not applicable. However, firms have agreed to contribute 3% of the budget per task order into the WORC Education Fund.

**Vendor Background Information**
Amy M. Glassman, Partner; 1909 K Street, NW 12th Floor, Washington, DC. 20006. **Ballard Spahr LLP** has been in business for over 45 years. Ballard Spahr has represented more than 125 of the nation’s public housing agencies on numerous matters. In particular, Ballard Spahr LLP brings nationally recognized experience in representing housing authorities on complex procurement and contract issues as well as regulatory legislative and governance issues. Our lawyers have been at the forefront of changes in HUD’s public housing programs including Choice Neighborhoods, the Rental Assistance Demonstration (RAD), Faircloth to RAD mixed-finance transactions, and the
Moving to Work Program. Ballard Spahr lawyers have represented public housing agency clients in the procurement, contract, demolition, disposition, development, conversion, replacement, and modernization of public housing projects.

Mary Patricia Burns, President/Treasurer/Secretary; 70 W. Madison, Suite 4300, Chicago, IL 60602. Burke Burns & Pinelli, Ltd. has 30 years of experience. Though small in size, the Firm prides itself on providing superior transactional and litigation services to hundreds of clients, public and private. Our attorneys represent a variety of domestic corporations, municipalities, governmental agencies, insurance companies, financial institutions, middle market businesses and many individuals. The Firm currently has 14 full-time employees, including 10 attorneys (including one “Of Counsel”). Five of the 10 attorneys are women, and all attorneys reside and practice in Illinois out of our only office, located in Chicago, Illinois.

Irene Schild Caminer, Owner; 2612 W. Sunnyside Ave., Chicago, IL 60625. Caminer Law, LLC has 30 years of experience. Provides legal and consulting assistance in areas of infrastructural renewal and replacement, communications, government procurement, ethics, and legislative and regulatory initiatives. Caminer Law, LLC serves government entities regarding infrastructure programs, projects, and investment including procurement, legislative and regulatory issues, DEI training and other matters at the local, state, and federal levels. Caminer Law, LLC is a 100% woman-owned and certified small business enterprise. Caminer Law, LLC has been certified as a WBE by the City of Chicago since July 2018, as a DBE by Pace since October 2018, as an ACDBE since May 2019, as an SBE by the State of Illinois since July 2019, and as a WBE by WBENC since April 2022.

Steven Washington, Partner; 320 S. Canal St., Chicago, IL 60606. Chapman and Cutler LLP has been in business for over 45 years. Consists of 232 attorneys, including 146 partners. Chapman is a finance-oriented law firm that has maintained a broad public finance practice for over a century. Chapman has both a local presence and a national public finance practice that is reliable, vibrant, and innovative. Chapman acted as bond counsel for the first single family housing bond issue by a local issuer in 1978, and has since acted as bond counsel, issuer’s counsel, special tax counsel, underwriter’s counsel, purchaser’s counsel, credit enhancer’s counsel, and general partner counsel on a wide variety of multifamily and single-family housing bond issuances. In addition, Chapman routinely represents housing issuer clients in a wide variety of general matters, including multifamily sales and acquisitions, partnership advice, bond defeasances and restructurings and general corporate matters. Chapman’s housing attorneys frequently leverage the resources of the Firm’s other practice areas such as tax, corporate and securities, litigation, and real estate to provide comprehensive services to housing clients.

Latasha R. Thomas, Senior Counsel; 130 E. Randolph St., Suite 3900, Chicago, IL 60601. Clark Hill PLC has been in business for over 20 years. Have represented CHA since 2021 in corporate, real estate, and environmental matters. Clark Hill is a Professional Limited Liability Corporation licensed in Michigan. With more than 650 attorneys and professionals in 27 offices, spanning the United States as well as Dublin and Mexico City. As a full-service law firm, Clark Hill provides legal services in General Litigation, Contracts, General Corporate Services, and Policy and Legislation
Counseling, Real Estate and Finance Law Matters, Labor Negotiations and Employment Law Matters.

Elgie R. Sims Jr., Relationship Manager; 321 N. Clark St., Suite 3000, Chicago, IL 60654. **Foley & Lardner LLP** has been in business for over 100 years. Foley has been in business since 1842 and has approximately 1,150 attorneys practicing worldwide. In the United States, Foley has 22 offices. Foley attorneys' practice in more than 60 areas of legal specialty, including finance, public finance, real estate, housing, environmental, corporate governance, mergers and acquisitions, securities enforcement, litigation, immigration, intellectual property counseling and litigation, information technology and outsourcing, labor and employment, and tax. The firm provides services for the automotive, emerging technologies, energy, entertainment and media, food, hospitality, insurance, health care, life sciences, manufacturing, nanotechnology, and sports industries.

Sally J. Scott, Partner; 300 S. Wacker Dr., Suite 3400, Chicago, IL 60606. **Franczek P.C.** has been in business for over 27 years. Franczek P.C. focuses on premier labor, employment, and education law boutique firms in the country. Counsel clients on all aspects of employment, including employee discipline, seniority, tenure, and other personnel matters. We have an impressive track record representing public bodies in all aspects of employment arbitration, litigation, and appellate advocacy. Our experience includes the defense of employment discrimination claims, employee dismissals, employment contract claims, wrongful discharge actions, reductions in force, tenure acquisition, employment discrimination matters, employee discipline, and sexual harassment training and investigations.

Rod Solomon, Partner; 601 13th St., NW, Suite 800 S, Washington, DC 20005. **Hawkins Delafield & Wood LLP** has been in business for over 20 years. Hawkins is among the leading bond and underwriter’s counsel firms in the Nation, with annual bond volume typically in the $45 billion range. Hawkins Delafield & Wood LLP represented PHAs and their partners as they use public housing, vouchers including project-based vouchers (PBV), RAD, MTW, and other mechanisms to augment affordable housing resources and address financing and regulatory challenges.

Robert T. Shannon, Partner; 151 N. Franklin St., Suite 2500, Chicago, IL 60606. **Hinshaw & Culbertson LLP** has been in business for over 85 years. Hinshaw is a limited liability partnership with its headquarters and largest office in Chicago. The firm's more than 400 attorneys' partner with governmental entities and others to help them effectively address legal challenges and seize opportunities. Founded in 1934, Hinshaw represents clients in complex litigation and in regulatory and transactional matters. In assessing an existing compliance program, we seek to accurately measure the organization's risks—by assessing its customers, geographic scope, industry, operations and practices—while remaining mindful to minimize disruption to the business' day-to-day operations. Once we have identified the risks and exposures, we help our clients understand them; develop practices—including due diligence measures and appropriate internal controls—to address compliance; and implement those plans internally in a way that is practical and tailored to the business' practices and needs.
Andrew S. Goldberg, Partner; 515 N. State St., Suite 2800, Chicago, IL 60654. **Laner Muchin, Ltd.** has been in business for over 75 years and 29 years providing legal services. Laner Muchin is unique in that it commits to return client calls within two hours, and the Minority Corporate Counsel Association awarded the Firm with the prestigious Thomas L. Sager Award in recognition of the Firm’s commitment to diversity in the legal profession. Firm has provided to its clients since 1945. As a result of our practice being limited to labor and employment relations matters, our day-to-day advice and representation of public and private sector employers necessarily includes working in non-union and heavily unionized settings; representing clients in state and federal courts, at all levels, in arbitrations, and before administrative agencies; negotiating, drafting and interpreting collective bargaining agreements; conducting investigations to determine compliance with personnel, ethics and other employer policies, interpreting local, State and Federal laws, rules and policies governing labor and employee relations; and analyzing existing and proposed legislation that affects labor and employee relations.

Lance C. Tyson, Principal; 227 W. Monroe, Suite 3600, Chicago, IL 60606. **Miller, Canfield, Paddock, and Stone, P.L.C.** ("Miller Canfield") has been in business for over 100 years. Miller Canfield is a full-service law firm with a national reputation in real estate and employment and labor matters. The firm has represented hundreds of Illinois state and local governmental units, including many public housing authorities and agencies like the Housing Authority of Cook County and the Illinois Housing Development Authority. Miller Canfield’s experience with multifamily housing financings covers the spectrum of structures and facilities, including new-money, refunding’s, new construction and rehabilitations, draw-down bonds, moral obligations, HOPE VI issues, Section 8 issues, 501(c)(3) issues, GNMA, Fannie Mae and FHLMC structures, various FHA programs, bond-insured and letter of credit structures, HUD/PHA capital grant issues, issuer managed facilities, conduit issues and 9% and 4% low income housing tax credit structures.

Melissa Worden, Partner; 455 Massachusetts Ave., NW, Suite 400, Washington, DC 20001. **Reno & Cavanaugh, PLLC (R&C)** has been in business for over 43 years. R&C regularly assists our clients in interpreting complex requirements attached to federal grants, including contracting and procurement, conflict of interest provisions, management standards, and eligible uses of funds. R&C negotiates and drafts a wide variety of contracts for its housing authority clients, including all documents related to construction and development activities. Includes drafting legal opinions and other documents in connection with the preparation and submission of HUD evidentiary materials for each mixed finance transaction. R&C takes the lead role in drafting, reviewing, negotiating, and obtaining HUD approval of key mixed-finance evidentiary materials.

Patricia Brown Holmes, Partner; 70 W. Madison St., Suite 2900, Chicago, IL 60602. **Riley Safer Holmes & Cancilla LLP (RSHC)** has been in business for over 40 years. RSHC is an Illinois limited liability partnership. We are a service-oriented and technologically sophisticated midsize national law firm of litigators, trial lawyers, and transactional attorneys with offices in Chicago, Illinois, San Francisco and Irvine, California, New York, New York, and Ann Arbor, Michigan. RSHC takes a broad, organic, original, and innovative approach to creating an inclusive work environment for all. RSHC works on commercial contracts, corporate transactions, asset dispositions, or significant
procurement arrangements, our deal attorneys have closed significant transactions across the nation.

Mark P. Rusin, Partner; 10 S. Riverside Plaza, Suite 1925, Chicago, IL 60606. **Rusin & Maciorowski** has been in business for over 38 years. Rusin’s primary practice is to defend employers in workers' compensation cases in Cook County and throughout the State of Illinois. This has been my sole area of practice for 29 years. We have extensive experience representing municipalities throughout the State of Illinois. The Illinois Public Risk Fund (IPRF) is Illinois largest self-insured pool serving public entities. We have been a primary designated counsel for IPRF for more than 18 years. We represent many other municipalities throughout the State either individually or through other pooling groups.

William T. Eveland, Partner; 161 N. Clark St., Suite 4200, Chicago, IL 60601. **Saul Ewing Arnstein & Lehr** has been in business for over 18 years. Saul Ewing Arnstein & Lehr represents a diverse client base including recognizable names in corporate America, exciting start-ups and an array of closely held and privately held companies, as well as nonprofits, governmental, and educational entities. Our team of attorneys regularly focus on corporate, finance, municipal regulatory, and legislative initiatives for our numerous governmental and municipal clients, including public housing authorities.

Graham C. Grady, Partner; 111 E. Wacker Dr., Suite 2800, Chicago, IL 60601. **Taft Law** has been in excess of 130 years and over 9 in significant legal experience. Taft has worked with CHA since 2016. Taft’s commercial real estate knowledge and experience are vast. The 90 attorneys in Taft’s Real Estate group understand that commercial leases are anything but standard documents. We are adept at understanding and negotiating the provisions that should specifically be contained in commercial leases to suit our clients’ needs. We provide experienced legal counsel at the onset of a lease, working with tenants, landlords and/or developers.

Homero Tristan, Partner; 150 N. Wacker Dr., Suite 1550, Chicago, IL 60606. **Tristan & Cervantes LLC** has been in business for 20 years. The firm provides legal counsel to numerous non profit, corporate, and governmental entities throughout Illinois. The law firm of Tristan & Cervantes has grown and presently consists of five attorneys, including one partner, two senior counsels, and two associate counsels. Our team of experienced professionals has served as outside general counsel for a variety of businesses, non-profits, and governmental entities throughout the firm’s history, and we are very attuned to the comprehensive attention that serving as outside counsel to a public entity requires.

Based on the scoring from the evaluation committee, I recommend approval to enter into a contract with: Ballard Sphar LLP, Burke Burns & Pinelli Ltd, Caminer Law LLC, Chapman & Cutler LLP, Clark Hill PLC, Foley & Lardner LLP, Franczek P.P.C., Hawkins Delafield & Wood LLP, Hinshaw & Culbertson LLP, Laner Muchin Ltd, Miller Canfield, Reno & Cavanaugh PLLC, Riley Safer Holmes & Cancila LLP, Rusin & Maciorowski Ltd, Saul Ewing Arnstein & Lehr LLP, Taft Stettinus & Hollister LLP, and Tristan & Cervantes LLC for awards to provide Legal Services as needed by CHA.
Respectfully Submitted:

Tracey Scott
Chief Executive Officer
RESOLUTION NO. 2022-CHA-XX

WHEREAS, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 15, 2022 entitled “Authorization to award IDIQ Contracts for Outside Counsel”.

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the CHA Board of Commissioners authorizes the Chief Executive Officer, or her designee, to execute seventeen (17) Legal Services Agreements in which task orders will be issued on an as needed basis, with the law firms for the seven (7) legal service areas as set forth in Attachment A hereto, in an aggregate amount not to exceed the budget for the Office of the General Counsel and the Risk Management Department for the payment of fees for legal services. All contracts shall be in effect for two years.

This award is subject to the Contractor’s compliance with the CHA’s MBE/WBE/DBE/ Section 3 hiring and insurance requirements.

Angela Hurlock
Chairperson
Chicago Housing Authority
### ATTACHMENT A

1. Ballard Spahr LLP  
2. Burke Burns & Pinelli, Ltd.  
3. Caminer Law, LLC  
4. Chapman and Cutler LLP  
5. Clark Hill PLC  
6. Foley & Lardner LLP  
7. Franczek P.C.  
8. Hawkins Delafield & Wood LLP  
9. Hinshaw & Culbertson LLP  
10. Laner Muchin, Ltd.  
11. Miller, Canfield, Paddock, and Stone, P.L.C. ("Miller Canfield")  
12. Reno & Cavanaugh, PLLC  
13. Riley Safer Holmes & Cancila LLP  
14. Rusin & Maciorowski Ltd.  
15. Saul Ewing Arnstein & Lehr LLP  
16. Taft Stettinius & Hollester LLP  
17. Trinstan & Cervantes LLC
REGULAR MEETING
OF
THE BOARD OF COMMISSIONERS
CHA Corporate Offices
60 E. Van Buren, 7th Fl., Chicago, Illinois

Tuesday, November 15, 2022
9:30 a.m.

CLOSED MEETING AGENDA

I. Roll Call

II. Closed Meeting
   • Commissioners voted to go into closed meeting pursuant to the Open
     Meetings Act, 5 ILCS 120/2, to discuss matters under the following
     exceptions: personnel related matters under (c)(1) and (c)(2); purchase, sale
     and lease of real estate property under (c)(5) and (c)(6); pending/imminent/probable
     litigation under (c) (11); review of closed meeting minutes under (c) (21) and audit reviews under (c) (29).

III. 5 ILCS 120/2(c) (21)
      Review of Minutes for the Closed Meetings of September 20, 2022.

IV. 5 ILCS 120/2(c) (29)
     Inspector General Update
     Internal Audit Update

V. 5ILCS 120/2(c)(1) (c)(2) and (c)(5)
   12 Authorization to take actions necessary for the disposition and sale of a
      portion of the former Cabrini Green property to CDOT.
      Presenter: Ann McKenzie, Chief Development Officer

   13 Authorization to extend the Collective Bargaining Agreement between Chicago
      Housing Authority and SEIU Local 73.
      Presenter: Dominick Maniscalco, Deputy Chief Human Resources

   14 Approval of Personnel Actions.
      Presenter: Dominick Maniscalco, Deputy Chief Human Resources

5ILCS 120/2(c)(5) and (c)(6)
   15 Authorization to settle the matter of Oliver, Travis, et. al. v. CHA, Case No. 22-cv-
      3786.
      Presenter: Ellen Harris, Chief Legal Officer

VI. Meeting Adjourns
RESOLUTION NO. 2022-CHA-

WHEREAS, the Board of Commissioners of the Authority has reviewed the Board Letter dated November 15, 2022, entitled “Authorization to take actions necessary for the disposition and sale of a portion of the former Cabrini Green property to CDOT.”

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT, the Chief Executive Officer, or her designee, may submit a disposition application to HUD for the disposition of a portion of vacant land from the former Cabrini Green development located at 706 West Division Street;

THAT, the Chief Executive Officer or her designee, may enter into a purchase and sales agreement with CDOT or its designee;

THAT, the Chief Executive Officer, or her designee, may convey the vacant land to CDOT or its designee in exchange for market value;

THAT, the Chief Executive Officer or her designee, may provide a temporary easement to CDOT for additional land during the road construction period; and

THAT, the Chief Executive Officer, or her designee, authority may execute such other documents and perform such actions as may be necessary or appropriate to implement the foregoing upon HUD approval of the disposition application.

__________________________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
RESOLUTION NO. 2022–CHA-

WHEREAS, the Board of Commissioners has reviewed the Board Letter dated November 15, 2022, entitled “Authorization to extend the Collective Bargaining Agreement between Chicago Housing Authority and SEIU Local 73”:

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY

THAT, the Board of Commissioners hereby approves the requested recommendation.

______________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
Approval of Personnel Actions

Presenter: Dominick Maniscalco, Deputy Chief Human Resources

**Recommendation**
It is recommended that the Board of Commissioners approve and ratify the Personnel Actions listed below.

**Explanation**
The Chief Executive Officer recommends the following personnel actions:

**Approval of selection, appointment, and removal of officers and employees at Grade Level 74:**
- N/A

**Ratification of selection, appointments, and removal of employees below Grade Level 74:**
- Offer of employment to Senior Procurement Specialist.
- Offer of employment to Emergency Dispatcher.
- Offer of employment to Director HCV Administration.
- Offer of employment to Contract Specialist.
- Offer of employment to Emergency Dispatcher.
- Offer of employment to Procurement Specialist.
- Offer of employment to Manager, Local Advisory Council (LAC) Support Team.
- Offer of employment to Program Specialist, Youth.
- Offer of employment to Business Solution Analyst.
- Offer of employment to Facilities Operation Manager.
- Offer of employment to Family Self Sufficiency (FSS) Coach.
- Offer of employment to Security Inspector (2).
- Offer of employment to Set-Up Technician.
- Offer of employment to Security Specialist.
- Offer of employment to Director Planning and Data.
- Offer of employment to Desktop Engineer I.
- Offer of employment to Family Self Sufficiency (FSS) Coach (3).
- Offer of employment to Development Manager.
- Offer of employment to PM Supervisor.
- Offer of employment to Security Specialist.
- Promotion of employee to Manager, FSS Program.
- Promotion of employee to Human Resources Generalist.
- Promotion of employee to Housing Choice Voucher Accounting Supervisor.
• Promotion of employee to Director FamilyWorks & Supportive Services.
• Promotion of employee to Senior Portfolio Manager (3).
• Promotion of employee to Program Support Specialist.
• Promotion of employee to Director FSS.
• Promotion of employee to Facilities Service Coordinator.
• Promotion of employee to Program Specialist, FSS.
• Promotion of employee to Administrative Assistant.
• Promotion of employee to Senior Benefits & Wellness Program Manager.
• Promotion of employee to Family Self Sufficiency (FSS) Coach.
• Promotion of employee to Assistant General Counsel I.

Acceptance of resignations, retirements, and terminations:
• Resignation of employment for Portfolio Manager.
• Resignation of employment for Policy Analyst.
• Resignation of employment for Security Engineer.
• Resignation of employment for Program Contract Analyst.
• Separation of employment for Front Desk Supervisor.
• Resignation of employment for Emergency Dispatcher.
• Resignation of employment for Director Portfolio Management.
• Resignation of employment for Photo Videographer/Producer.
• Resignation of employment for Emergency Dispatcher.
• Resignation of employment for Occupancy Specialist I.
• Resignation of employment for Associate Program Specialist.
• Separation of employment for Senior Benefits Specialist.
• Separation of employment for Front Desk Monitor (21).
• Retirement of employment for Relocation Specialist.
• Retirement of employment for Environmental Engineer.
• Resignation of employment for Portfolio Manager.
• Retirement of employment for Portfolio Manager.
• Resignation of employment for Senior Procurement Specialist.
• Resignation of employment for Program Specialist, Homeownership.
• Resignation of employment for Compliance Coordinator.
• Separation of employment for Director, Capital Construction.

Respectfully Submitted:

Tracey Scott  
Chief Executive Officer
RESOLUTION NO. 2022–CHA–

WHEREAS, the Board of Commissioners has reviewed the Board Letter dated November 15, 2022, entitled “Approval of Personnel Actions”:

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY

THAT, the Board of Commissioners hereby approves the requested personnel actions.

______________________________
Angela Hurlock
Chairperson
Chicago Housing Authority
RESOLUTION NO. 2022-CHA –

WHEREAS, the Board of Commissioners has reviewed the Board Letter dated November 15, 2022, entitled “Authorization to Settle the Matter of Josette Oliver, Keona Montgomery, Taryn Travis, et al. v. Chicago Housing Authority, an Illinois Municipal Corporation, Case No. 22-CV-3786” requesting authorization to resolve the above-mentioned litigation by entering into a class settlement agreement, the key terms of which are to: 1) provide ledger credit to eligible class Plaintiffs in an amount not to exceed $850,000, from July 13, 2016 to the present, against arrearages in minimum rent payments by eligible class Plaintiffs during this period, 2) to review minimum rent payments made by eligible class members, from April 13, 2020 to the present, and provide credits, as appropriate, against errors, if any, in the calculation of minimum rent for eligible class Plaintiffs during this period, 3) to update and revise notices and program information related to the minimum rent and the hardship exemption, and 4) to pay attorneys’ fees to Plaintiffs’ counsel in the amount of $75,000;

THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:

THAT the Board of Commissioners authorizes the Chief Executive Officer, to enter into a class settlement agreement in the matter of Josette Oliver, Keona Montgomery, Taryn Travis, et al. v. Chicago Housing Authority, an Illinois Municipal Corporation, Case No. 22-CV-3786 as stated above - subject to approval from the United States Department of Housing and Urban Development; and

THAT the Chief Legal Officer and the Chief Executive Officer are further authorized to negotiate, enter into and execute any and all further agreements or orders to effectuate the purposes approved in this Resolution.

________________________________________
Angela Hurlock
Chairperson
Chicago Housing Authority