



Housing Authority of New Haven

Karen DuBois-Walton, Ph.D.
President

AGENDA

REGULAR MEETING OF THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN
360 ORANGE STREET NEW HAVEN CT 06511
TUESDAY, MARCH 21ST, 2023 at 4:00 P.M.
<https://v.ringcentral.com/join/215683616>
Dial: 1-650-419-1505
Access Code / Meeting ID: 215 683 616

1. Roll Call
2. Approval of the minutes from February 21, 2022
3. Bills and Communications
4. Public Comments (3 Minutes per Individual /15 Minutes per Group)
5. President's Report

ACTION ITEMS

FINANCE COMMITTEE:

None

P&D COMMITTEE:

1. **Resolution 03-15/23-R;** Resolution Authorizing ECC/HANH'S Acceptance of Capital Fund Program (CFP) 2023 Funds
2. **Resolution 03-16/23-R;** Resolution Ratifying Change Order #1 to New Haven Village Suites Contract for Temporary Emergency Relocation Services Changing Contract Start Date from February 1, 2023 to November 3, 2022 and Ratifying change order #2 in the amount of \$251,000 bringing the adjusted 5-year contract value from \$247,125 to a not to exceed amount of \$498,125 beginning November 3, 2022 and ending November 2, 2027
3. **Resolution 03-17/23-R;** Resolution Authorizing Change Orders #8 through #10 to A. Prete Construction Company, Inc. for Crawford Manor Health & Safety Contract in the Combined Amount Not to Exceed \$213,319.68 With No Time Extension
4. **Resolution 03-18/23-R;** Resolution authorizing Change Orders #19 through #24 to BRD Builders, LLC Essex Exterior Envelope and Dwelling Unit Improvements Contract in the Combined Amount Not to Exceed \$32,004.22 Bringing the Adjusted Contract Value From \$2,798,102.07 to \$2,830,066.37

SERVICES COMMITTEE:

5. **Resolution 03-19/23-R;** Reauthorizing Resolution 02-09/21-R for certain acts in connection with the WHEREAS language in the second-year option to renew the contract with Crumbie Law Group, LLC for the period beginning March 1, 2021, and ending on March 28, 2023, and approving the third and final year to the contract in the amount of \$53,700.00 bring the total contract amount from \$107,400.00 to a not to exceed amount \$161,000.00 with no option to renew
6. **Resolution 03-20/23-R;** Resolution Authorizing Approval of the second and final year option to renew the contract in the amount of \$151,600.00 and reauthorizing Resolution 02-09/21-R to amend the contract start date from March 1, 2022 to March 28, 2022 to March 27, 2023 with Ace Van & Storage, Inc. for professional moving and storage services agency bringing the total contract amount from \$151,600.00 to a not to exceed amount of \$303,200.00 for the period beginning March 28, 2023 and ending March 27, 2024
7. **Resolution 03-21/23-R;** Resolution Authorizing Ratification Approval of Change Order Number Two (2) to the Contract with Home Depot to increase the amount of the contract amount by \$200,000.00 due to the completion of ECC work order back log, vacancy reduction agency wide, RAD relocation and add additional funds needed to reconcile outstanding invoices and for future services bringing the contract amount from \$550,000.00 to \$750,000.00 for a variety of commercial supplies and services for the period beginning October 1, 2021 and ending September 30, 2023 for a total not to exceed contract amount of \$750,000.00
8. **Resolution 03-22/23-R;** Resolution Authorizing A Contract With TNP (The Narrative Project) For Communication/Media Consulting For A Period Of One (1) Year, With Two (2) One (1) Year Options To Renew, For A Total Contract Not To Exceed Amount Of \$288,000.00

ADJOURNMENT

MINUTES
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN
360 ORANGE STREET NEW HAVEN CT 06511
TUESDAY, MARCH 21ST 2023 at 4:00 P.M.

Those present included:

William Kilpatrick, Chairman
Erik Clemons, Commissioner
Alberta Witherspoon, Commissioner
Danya Keene, Commissioner
Karen DuBois-Walton, Secretary
Shenae Draughn
John Rafferty
Rolan Joni Young, McCarter & English LLP
Various staff and public attendees via RingCentral

The Regular Meeting of the Board of Commissioners of the Housing Authority of New Haven was called to order at 4:08 p.m.

At Roll Call, Karen DuBois-Walton was present in person in the boardroom along with Chairman Kilpatrick, Commissioner Keene, Commissioner Clemons and Commissioner Witherspoon.

Approval of the Minutes from the Tuesday, February 21, 2023 Regular Meeting:

Motion to approve the minutes was moved by Commissioner Keene and seconded by Commissioner Witherspoon.

Bills and Communications:

Aged Accounts Payable Report totaling \$ 15,443.55 (listed on page 1), this excludes paid invoices on report). This list consists of invoices that have been received and entered in the system but may not be ready for payment. A register of the paid invoices may be provided at the March 21, 2023 Board of Commissioners meeting.

Bank Book Check Register totaling \$ 2,934,330.66 (listed on page 12). This list consists of invoices that have been paid from February 1 – February 28, 2023. Southern Connecticut State University (\$25,000) for tenant services training; Patterson & Associate Consulting, LLC (\$ 29,0000) for consulting services; BRD Builders, LLC (\$87,151) for Essex dwelling improvements; Christopher Williams Architects, LLC (\$35,943) for Multiple sites; A. Prete Construction Company, Inc. (\$358,249) for Scattered Site & Crawford Manor; AM/PM Glass & Metal Fab., LLC (\$ 15,917) for doorsand window repairs various sites; City of New Haven (\$39,316) for Trash, Fuel and LCI; HD Supply Facilities Maintenance, Ltd (\$37,347) agency-wide supplies; Home Depot (\$ 21,407) agency-wide materials; Anthem Blue Cross/Blue Shield (\$237,389) for medical insurance & Vision/Dental; United Illuminating (\$ 202,071) for various sites; Southern Connecticut Gas (\$ 118,735) for agency-wide gas service; Regional Water Authority (\$ 76,346) For agency-wide services; Water Pollution Control (\$120,317) for agency-wide services;

The total of both registers is \$ 2,949,774.21

Read into the record by Karen DuBois-Walton

Accepted as stated

Public Comments:

- **Tenants:**
 - **Maria Buononi, Patricia Maebry, Larry Dickens, Sandra Defeo, Dorothy Smith and Patricia McKay made the Board aware of hot water issues, living conditions, and flooding in their apartments. They made note that they were unsatisfied with their current living conditions.**

President's Report

To: ECC/HANH Board of Commissioners

From: Karen DuBois-Walton, Ph.D., President

Date: February 21st, 2023

RE: President's February 2023 Report

I. Administrative

Happy Black History Month! Today we recognize that over 50% of the families that we serve identify as Black and we celebrate the heritage, culture and contributions today and every day.

- **Previously, I shared the organizing goals that our team is working toward. House more families (more quickly) in the highest quality housing in communities of their choice**
- **Support residents' ability to live their best life and achieve goals that move them toward greater housing and life choices**
- **Be cost effective and cost efficient in our delivery of services and in ways that maximize impact in our communities (jobs, contracting, economic development, etc.)**
- **Spark policy change that creates growth in the housing market especially for families in need of affordable housing.**

We recognize that meeting these goals requires working as one team and ensuring that team members have what they need to succeed. We have been undertaking comprehensive work around talent acquisition and talent management and have rooted this work in our four core values: we care, we are community, we innovate, we create opportunity and is being built in a restorative frame. In future meetings we plan to bring this frame to the Board.

Congratulations to the entire team, led by the Glendower Group team on the Valley St closing and conversion. Driving by the site you can now see the mobilization of the construction team as demolition is underway.

I previously shared information about our upcoming Housing series. We have announced three upcoming dates:

- **March 2**
- **March 30**
- **April 13**

Sessions will be held at the Dixwell Q House and are open to the public. Join us to discuss housing affordability, the relationships between housing, transit, energy, health and economic development and understanding which level of government controls what.

Continuing our legislative work, we are engaged in conversations with legislators and the Governor's office around our housing affordability legislative agenda that includes addressing exclusionary zoning and land use policies, investing in the municipalities that are doing their part to build more housing and ensuring the

quality of housing and other tenant protections. As session progresses, we invite all to add their voices by submitting written testimony or joining committee meetings.

I had the pleasure of being on CT NPR's Disrupted with Khalilah Brown-Dean to discuss equitable urban revitalization and the work of the Glendower Group. Take a moment to listen to the interview here: <https://www.ctpublic.org/show/disrupted/2023-01-25/exploring-revitalization-projects-in-hartford-and-new-haven?fbclid=IwAR1pytBQtAoKQogsR6SX9QDwPEH02f3KpmFHncE5AQXuCjvUbipbPpVToig>.

Mandatory Fair Housing Training occurred for all agency employees during the month of February. The agency has received notice of a CHRO case involving a former employee. Legal counsel has been assigned by our insurer and the case is pending.

Time Extension Granted per Resolution #02-25/10-R

- **Contract extension with Hartford Truck & Equipment for Snow Removal Equipment off State of Ct. contract # 17PSX0118 from January 31, 2023, March 31, 2023. (PO# 21814-13464)**
- **Contract extension with Stanley Convergent Solutions for Door Access Controls Cooperative Purchasing Agreement from February 22, 2023, to September 30, 2023. (PO# 22327-13769)**
- **Contract extension of time with CSC for pay per use laundry services from February 28, 2023 to September 30, 2023 (PO# 21814-13128)**
- **Contract extension with Stanton Equipment for Snow Removal Equipment from April 1, 2023 to June 1, 2023. (PO# 21183-13464)**
- **Contract extension with F. W. Webb off State of Ct. contract # 15PSX0193 set to expire on December 31, 2023, for Plumbing and Heating Supplies December 31, 2022, to December 31, 2023. (PO# 22219-13719)**
- **No Cost Time Extension for Robert T. Wolfe PH1—Common Area Improvements: Change Order #9, contract extended to January 31, 2023 to accommodate long lead time items.**
- **No Cost Time Extension for Robert T. Wolfe PH2: Life Health and Safety Upgrades--contract extended to January 30, 2023 to complete unforeseen mold abatement and related construction.**
- **No Cost Time Extension for Essex Fence and Basement Abatement to June 5, 2023 to replace fencing after Essex Envelope and Bathroom and Flooring Upgrades and maintain new warranty.**
- **No Cost Time Extension for 546 Woodward Avenue Reroofing until December 30, 2022 for structural repairs; completion prior to winter weather.**
- **No Cost Time Extension for Westville Manor Snow Removal Contract with 212 Exchange Street until March 31 2023**
- **No Cost Time Extension for McConaughy Snow Removal Contract with Nobe Construction until March 31, 2023**

- No Cost time extension with AM PM Door & Installation for door repair services from December 31 to March 31, 2023 in order to re-procure services PO # 21154-13106 .
- No Cost time extension with Off The Wall Graffiti Removal for graffiti removal services from December 19, 2022 to March 31, 2023 PO # 21864-13495.
- New-Contract extension with Home Depot Pro Institution for inventory warehouse management December 31, 2022, to September 30, 2023 (PO# 22329-13790)

II. Finance

December 2022 YTD Financials

The financial report covers three months (October 1 through December 31) of data. Total Revenues are \$30,116,637 and Total Expenses are \$26,099,738 (including depreciation expense of \$549,383). The excess of revenue over expenses is reduced by \$(1,913,996) capitalized expenditures. Depreciation expense add-back is \$549,383. The HANH Net Surplus of \$2,652,286 was as follows:

MTW Programs

➤ Low Income Public Housing

Net surplus is \$854,578 versus a budget net deficit of \$(218,298) for an overall favorable variance of \$1,072,876

➤ Section 8 Housing Choice Voucher

Net surplus is \$146,901) versus a budget deficit of \$(193,038). The favorable variance is \$339,939.

Non-MTW Programs

➤ Business Activities showed surplus of \$80,604 compared with a budgeted deficit of \$(202,266), resulting in a favorable variance of \$282,869.

➤ Central Office Cost Center shows a net surplus of \$1,570,207 compared to a budgeted surplus of \$613,602 resulting in a favorable variance of \$956,605.

December 2022													
	MTW Budget	MTW Actual	Variance	NON-MTW Budget	NON-MTW Actual	Variance	ELIMS Budget	ELIMS Actual	Variance	Total Budget	Total Actual	Total Variance	
70500 TENANT REVENUE	312,350	495,957	183,608	24,000	-	(24,000)	-	-	-	336,350	495,957	159,608	
70600 HUD REVENUE	28,364,868	26,664,712	(1,700,157)	66,666	47,076	(19,590)	-	-	-	28,431,534	26,711,787	(1,719,747)	
70000 OTHER REVENUE	200,000	242,517	42,517	5,036,569	5,303,998	267,428	(2,611,057)	(2,637,622)	26,566	2,625,513	2,908,893	283,380	
70000 TOTAL REVENUE	28,877,218	27,403,186	(1,474,032)	5,127,235	5,351,073	223,838	(2,611,057)	(2,637,622)	26,566	31,393,397	30,116,637	(1,276,760)	
91000 OPERATING ADMINISTRATIVE	3,640,185	3,531,303	108,882	2,097,273	1,721,781	375,492	(2,611,057)	(2,637,622)	26,566	3,126,401	2,615,462	510,940	
92500 TENANTS SERVICES	57,559	16,131	41,428	634,676	442,550	192,126	-	-	-	692,235	458,680	233,554	
93000 UTILITIES	455,772	498,698	(42,926)	100,752	98,829	1,922	-	-	-	556,524	597,527	(41,003)	
94000 MAINTENANCE	959,707	1,320,657	(360,951)	204,175	151,639	52,536	-	-	-	1,163,881	1,472,296	(308,415)	
95000 PROTECTIVE SERVICES	49,154	48,509	645	7,242	3,853	3,389	-	-	-	56,395	52,362	4,033	
96000 GENERAL EXPENSE	384,670	-	384,670	106,955	106,356	598	-	-	-	491,624	106,356	385,268	
96100 INSURANCE PREMIUMS	197,283	228,319	(31,036)	1,210	-	1,210	-	-	-	198,492	228,319	(29,826)	
96200 OTHER	90,685	429,300	(338,616)	-	-	-	-	-	-	90,685	429,300	(338,616)	
96800 SEVERANCE EXPENSE	-	-	-	2,131,250	2,140,545	(9,294)	-	-	-	2,131,250	2,140,545	(9,294)	
96900 TOTAL OPERATING EXPENSES	5,835,013	6,072,916	(237,903)	5,283,531	4,665,553	617,978	(2,611,057)	(2,637,622)	26,566	8,507,488	8,100,847	406,640	
97100 EXTRAORDINARY MAINTENANCE	380,241	20,991	359,250	8,104	-	8,104	-	-	-	388,345	20,991	367,354	
97200 CASUALTY LOSSES - NON CAPITALIZED	-	31,340	(31,340)	-	-	-	-	-	-	-	31,340	(31,340)	
97300 HAP EXPENSE	18,859,915	17,397,177	1,462,738	-	-	-	-	-	-	18,859,915	17,397,177	1,462,738	
97400 DEPRECIATION EXPENSE	784,959	423,219	361,739	78,389	126,163	(47,774)	-	-	-	863,348	549,383	313,965	
90000 OTHER EXPENSES	20,025,115	17,872,727	2,152,388	86,493	126,163	(39,670)	-	-	-	20,111,608	17,998,890	2,112,717	
TOTAL EXPENSES	25,860,128	23,945,643	1,914,485	5,370,024	4,791,717	578,307	(2,611,057)	(2,637,622)	26,566	28,619,095	26,099,738	2,519,358	
RAD/DEV - MTW Fund Expenditures	(1,878,956)	(1,397,667)	(481,289)	(1,758,693)	(516,329)	(1,242,364)	-	-	-	(3,637,650)	(1,913,996)	(1,723,654)	
Investment in the financing of affordable housing Dev	-	-	-	-	-	-	-	-	-	-	-	-	
Reserve for interest on N/R	-	-	-	-	-	-	-	-	-	-	-	-	
10010 Operating Transfer In	525,765	219,917	305,848	2,334,429	1,481,617	852,812	-	-	-	2,860,194	1,701,534	1,158,660	
10020 Operating Transfer Out	(2,860,194)	(1,701,534)	(1,158,660)	-	-	-	-	-	-	(2,860,194)	(1,701,534)	(1,158,660)	
10000 EXCESS OF REVENUE OVER (UNDER) EXPENSES	(1,196,295)	578,259	(1,774,554)	332,947	1,524,644	(1,191,698)	-	-	-	(863,348)	2,102,903	(2,966,251)	
ADJ FOR DEPRECIATION EXPENSE	784,959	423,219	361,739	78,389	126,163	(47,774)	-	-	-	863,348	549,383	313,965	
350 SURPLUS / (DEFICIT)	(411,336)	1,001,479	(1,412,815)	411,336	1,650,807	(1,239,472)	-	-	-	(0)	2,652,286	(2,652,286)	

III.Operations

A. Vacancy Rate

HANH's current occupancy rate for the month for December 2022 is 95.8%. The agency goal is 96.00%. Attainment of this goal remains the primary objective for the Operations Department.

B. Rent Collection

Rent Collection – HANH's rent collection for the year to date ending the month of January 2023 is 64.54%. The agency goal is 95%. After many months of successfully reducing the TAR from a high in 2014, HANH saw the TAR reduced by over 75% prior to the COVID-19 pandemic. Rent collection has been poor over the past year and a half, however, staff is working with residents to get into compliance and to obtain rent relief resources through the city and state.

Total Collected

	CY 2022	CY 2023	Variance
January	65.57%	64.54%	-1.03
February	65.59%		
March	63.10%		
April	53.41%		
May	67.34%		
June	60.22%		
July	59.09%		
August	58.41%		
September	59.0%		
October	59.0%		
November	60.0%		
December	61.77%		
Average	61.04%		

IV.Community and Economic Development (CED) Monthly Report

CARES Program Highlights

- VO – FSS Participant has been given the green light to pursue a mortgage as she is employed by Derby School District & Dollar Tree. She has saved well over \$16k and has a credit score of 789.
- AD – CARES Participant successfully completed CNA and EKG programs

FSS Resident Highlights:

FSS/CARES Programs saw 2 residents successfully complete the program –

- SM: Successfully graduated from FSS Program as of 12/20/2022. She enrolled in the program in 2017 with a yearly salary of \$0. The FSS program assisted her with achieving her goals in several ways. During her time in the program, she started her own cleaning business and was able to raise her income; she now brings in \$222,000 per year. Escrow benefits in the amount of \$6,125 will be disbursed. (See attached letter from Ms. Marshall)
- CS – Successfully graduated from FSS Program as of 12/9/2022 as she maintained suitable employment & financial wellness. She graduated with suitable employment as she continues

working for Yale NH Hospital and her wages increased from \$24,923 to \$59,186. Escrow benefits in the amount of \$7,551 will be disbursed.

ECC Believes Program Highlights

- Christmas Gifts were secured for 28 ECC/HANH youth through church partnerships, including Youth Without Limits and Bridges of Hope. Both organizations also hosted holiday celebrations for residents.
- Hosted a Blessing Bag Event at Mill River Crossing 16 ECC/HANH teen youth participated to create 43 Blessing Bags containing toiletries and other basic needs to be distributed by YLC members to ECC/HANH Elderly Disabled residents.
- CED also partnered with NH Promise and hosted an information session on Saturday, December 17th. NH Promise and ECC/HANH will be hosting monthly seminars for residents.
- The YLC welcomed a new member T. Cook who participated in the Blessing Bag event and returned to assist with Diaper Bank distribution.

V.Planning and Modernization

HAI Loss Prevention Grants:

P&M applied for funding 5/31/2022, from HAI, our insurance company, for two reimbursement grants, Fire Loss Prevention, \$78,680, for installation of Fire Suppression Cannisters at each stovetop in our LIPH portfolio, and Storm Damage Prevention, \$770,760, for Tree and Shrub management and removal. ECC was awarded the Fire Loss Prevention Grant, September 19, 2022. This is a cooperative venture with the Planning and Modernization, Finance, and Operations Departments. Work has begun reducing ECC liability risk and making our communities safer.

HUD Emergency Safety and Security Grant:

P&M also applied to HUD for funding to address security upgrades at Robert T. Wolfe and George Crawford Manor. The grant would enable our high-rise Elderly and Disabled communities to have the extra layer of security necessary to exclude the influx of an uninvited element. The maximum award per HA annually is \$250,000. Application was submitted June 15, 2022, and the full amount was awarded, October 3, 2022.

Lead-Based Paint Capital Fund Program—Lead Grant Funding Years 2017 and 2020

HUD Housing Related Hazards 2020

- P&M responded to the HUD NOFA for the Housing Related Hazards for Fiscal Year 2020, due May 25, 2021. On September 29, 2021, ECC was awarded \$3,999,993., the highest amount to a Housing Authority, in the nation, to address the following Hazards at Scattered Sites, Essex, Crawford Manor, Wolfe: Smoke and Carbon monoxide, Radon, Mold and Vermin (high-rise buildings). Work will include inspections, testing, installation of equipment, treatments and post-abatement testing, as required. The grant covers abatements in buildings encompassing 402 units. Scheduling/testing has begun with CO & smoke detectors (HUD stated priority), Radon testing and mitigation. Mold is being addressed in conjunction with Lead abatement projects as well as separately. Inspections for the Vermin (Bedbugs, rodents and cockroaches) portion of the grant has begun. A 3rd Quarterly benchmark report has been sent to the HUD Washington and our Regional offices. We worked directly with the HUD Washington LBP and Housing Related Hazards Team and the our Regional Office regarding applicability of coverage for the grants as we progress through the construction and ongoing abatement design and procurement of contractors.

ECC Lead-Based Paint Capital Fund Projects

HUD Lead Grant 2017--ECC applied for and awarded \$986,260 in Sept 5, 2018:

HUD national office understood the need was greater and put out an additional NOFA.

HUD Lead Grant 2020--ECC applied and was awarded an additional \$3,700,000, in May 2021.

What we have completed to date:

- Obligated all \$986,260, 2017 LBP Grant funding by 9/6/2022 deadline.
- Tested all (299) LIPH family property units at risk for Lead Based Paint (Built before 1978).
- Units testing positive for lead were organized by priority in order of importance to address-- Amalgamated Prioritization Chart. Highest priority, units with children under the age of 6 years and actionable levels of lead.
- We are addressing units even if there are no children, now, as these could be rented in the future to a family with young children.
- ECC met with State of Connecticut and HUD Washington Lead Teams to align goals and verify plan of action.
- Immediate action--Completed:
 - Trained in-house staff to perform Interim Controls and to Follow Lead Safe Renovating practices
 - Interim Controls: Targeted highest priority units, temporarily removing lead dust while design and solicitation process was in progress
 - Highest priority Scattered site properties (10 houses-17 units)
 - McConaughy Terrace exterior source of lead dust--our largest Family development (201 units).
 - Removed Lead painted doors and friction components at McConaughy Terrace...no lead painted doors left at McConaughy Terrace (201 units).
- Design, Abatement and Construction Complete for Lead Abatement in the following properties:
 - 10 houses (17 units lead safe) in our Scattered Sites West Portfolio. Lead, encapsulated, including replacement of peeling porch components and encapsulation of some siding. These came first as they were highest on our Amalgamated Prioritization Chart.
 - Essex Townhouses (32 units lead safe) ...all known lead components have been removed from 32 units, not just encapsulated. Of the remaining 3 units (total of 35 units at Essex), all have encapsulated lead, to be removed in the new Essex Envelope Scope of work, in the process of window replacement.
 - McConaughy (201 units moved to redevelopment effort...however, units all had Interim Controls performed; More permanent Abatement to accompany redevelopment.
- Redesign: Upon receipt of the 2nd Lead Based Paint grant, design of remaining units were upgraded to remove instead of just encapsulate certain components, keeping to the priorities established by the testing. This was made possible due to the additional HUD funding and provides residents and ECC a more permanent and lasting solution to the Lead.
- Other Housing Related Hazards: ECC added elimination of other Housing Related Hazards upon receipt of a 3rd HUD grant \$3,999,993, where inspections identified significant mold, CO and Smoke detectors, vermin and Radon to mitigate or remove. Work on the multiple hazards started, and units with identified Radon, throughout the LIPH portfolio have been mitigated with installed piping and exhaust fan systems and confirmation testing. All properties have been inspected for needed CO and Smoke detectors and designs for more reliable hardwired systems is in process. Vermin are being addressed in conjunction with other construction projects. Mold is being addressed largely in the scattered sites AMPs, some properties with Lead Abatement work, others, separately.

Solicitations Awarded in 2022:

- Group B: 3 Single-Family Houses in the Scattered Site West portfolio (Construction ongoing; on site start, September 2, 2022, completion anticipated April 14, 2023)
- Group C: 8 Units in 4 houses in the Scattered Site East portfolio--Solicitations went out for Bid, July 2022 for Construction Completion March 1, 2023:

- **Group A:** 1 house, Scattered Sites East portfolio, Lead, mold and asbestos abatement with site safety and historic preservation requirements; Solicitation out for Bid September 2022, originally going to the October Board, for construction start in Spring, 2023; 2 Bids were received. Contractor with lowest responsible Bid was awarded the contract in December, 2022. The Contractor withdrew and the project is currently being resolicited.
- **Group D:** 21 houses in the Scattered Sites East portfolio (houses currently without children under the age of 6 years but needing lead abatement for future family rentals). Design documents under review, for solicitation in February, 2023, including some mold abatement.

Testing has also been performed by the Operations Department in our Elderly and Disabled community high-rise buildings, and Lead was addressed in the areas where children under 6 years were living (common areas). Not part of the Lead Grant work.; In Robert T. Wolfe Apartments, a resident reported a child with an elevated blood level (EBL), which ultimately resulted in medical testing which did not confirm evidence of an actual elevated blood level, 5 micrograms/deciliter. ECC proactively retested the building common areas and the child's unit and determined that an elevator floor contained lead dust above the allowable threshold. ECC's trained Lead Interim Controls team has cleaned the area and received environmental clearance by an accredited Environmental consultant. The local Department of Public Health is responsible for investigating the likely source of lead for the child. ECC remains committed to the health of our residents, especially the most vulnerable, young children. We did not wait for the official confirmation of an Elevated blood level to ensure the site was safe. Children's elevated blood levels should not be the tests which trigger safety measures.

In addition, ECC is not required to test for Lead in Water as part of the grant, however, ECC in its commitment to Residents, tested for lead in water and has abated any identified lead in water concerns, throughout the portfolio, not using the Lead Grant monies.

Testing results are shared with residents and explained, if needed. State of CT Lead education packet is shared and consultants are available for any technical clarification. Prior to Covid, Lead education packets were available in our lobby. We will be starting to make these available, again. Ongoing Lead Management Plans are being developed for completed Construction projects, as required by the HUD regulations.

P&M Projects 2020-2022

- **Scattered Sites: Heating and Gas Conversion:** Contract Documents completed. Contract out to bid in September 2019, yielded only one bid, 40% over cost estimate. Re-procurement yielded responsive bid approved by the Board. Construction started April 15, 2021 and original Scope of Work is, 100% complete. Related change order work completed with environmental testing. Final payment and closed out; Reimbursement to the tenants for oil in existing tanks has been completed.
- **Crawford Manor: ADA Entrance and Access Improvements and Fire Panel and Fire Pump Replacement:** ECC rescinded previously awarded contract due to COVID considerations. Project was repackaged to perform PH1- ADA entry and fire pump renovations. PH 2, Fire Panel replacement work which requires entry into resident units in an Elderly development, was postponed until deemed safe to proceed, due to COVID. Seven (7) bids were received for Phase 1 vestibule and fire pump replacement. In March 2021, Board approved contract award. ADA entry vestibule is completed, and in use. The fire pump is installed. Fire Marshal required a change in electrical panels, a change order which added time. A portion of the work has been paid for by CARES funding. Work extended to March 31, 2022, to accommodate the Fire Department Fire Watch schedule. PH 2, was re-bid, for the Fire Panel and addressable fire alarm system and Life Health and Safety Upgrades. Resolution was brought to the Board of Commissioners, in April, 2022. Time extended due to long lead times on equipment. Contract work is completed.
- **Robert T. Wolfe Renovations:** A team of architects, engineers, environmental consultants, Operations and Planning and Modernization staff completed a survey of critical needs, health,

life and safety considerations. Cost estimates were evaluated, and prioritized projects selected for design; bids were solicited, and 2 non-responsive bids submitted. Project resolicited. An elevator consultant was procured to design for elevator repairs, which were procured separately; ECC Indefinite Quantities Architect assisted in approaching repairs in a novel way saving ECC almost \$500,000 on the repairs. Due to COVID, Wolfe Phase 1 excludes work requiring entry into resident units or requiring relocation of residents in an elderly and disabled population; Construction on the community room, laundry room and corridors is completed. The Lobby and ADA entry work is largely completed pending delivery of a long lead-time item., Substantial completion, January, 2023. The project was rebid. A contract for Phase 2, for resident interior improvements was awarded, and preconstruction surveys were completed in March, 2020. 10-unit bathrooms will be replaced and miscellaneous other life health and safety improvements throughout the majority of the residential units. Work began on the 8th and 7th floors in February, 2022, and has progressed through the 1st floor. Additional life health and safety items have been identified, and are being addressed concurrently. These additional conditions are the result of new and worse conditions from over the two year period while Covid restrictions on entering units were in place. Phase II contract work reached Substantial completion in January 3, 2023, time extended due to unforeseen conditions.

- **McConaughy Terrace: Sanitary and Storm Sewer Improvements;** Two (2) bids were received, and the contract was awarded to the lowest responsible bidder. Construction started August 2020, replacing sanitary and storm sewers in sequence; delayed start due to COVID planning for safety of the community. Construction proceeded on schedule, however due to discovery and removal of contaminated soils, a wintertime extension was given. Additional soil disposal costs and general conditions cost were brought to the BOC. Substantial completion was reached 5/19/2021. This project has replaced all of the damaged and failing storm and sanitary sewer lines which were 70 years old, vastly improving health and safety for the 198 families and 3 communal areas at McConaughy Terrace. Project is closed out.
- **Physical Needs Assessments:** P&M solicited the services of architects and engineers to provide Physical Needs Assessments (PNAs) and Capital Needs Assessments for RAD which are recommended for planning capital and development projects. Procurement scheduled virtual interviews with both respondents. A contractor was selected and approved by the BOC, June 2021. All site inspections for the original scope have been completed. Reports are finalized. These include individual Replacement Reserves for each of the Scattered Site properties, which is a new and more practical approach. Resident youth was hired as part of the consultants' Section 3 commitment to assist on the project. The contract has been extended for 1 year, with no additional funds to enable ECC the option to request additional reports for development projects. A report for Eastview I was requested and provided to aid ECC in determining a plan for future renovations.
- **Essex Envelope and Site Fencing:** Project design completed. Scope of project included roof, gutter, siding, window, AC sleeve, asbestos pipe insulation abatement and fencing replacement. Project scope revised to include only Site fencing and asbestos pipe insulation, as these portions could be addressed without unit entry during COVID. Bids solicited in March for fencing and basement pipe abatement. Six bids received. Scope of work was rebid. Project awarded and pipe insulation abatement is 100% completed. Re-insulation, 100% complete. Site fencing installation was 100% complete, July 22, 2022; Contract was extended to allow for new fencing to be temporarily removed under warranty to make room for siding replacement. Contract end date will align with Essex Envelope project.
- **Essex Envelope and Bathroom and Flooring Upgrades:** This project will replace Roofs, Siding, Windows, Gutters and downspouts, provide code required AC sleeves, replace all bathrooms,

and some flooring which is all beyond their Estimated Useful Life. This is a major improvement for residents of Essex Townhouses. Due to procurement issues the solicitation was cancelled, and the project put out to bid, again. Project awarded. Construction on site has begun on the roofs and windows. Work will proceed on the envelope (roof, siding, windows) and follow up with interior work, only when all materials have been received. In response to long lead time item schedules some exterior work will begin which does not require resident relocation. Scheduled for construction completion, June 5, 2023.

- **ECC Design Standard Specifications:** P&M has updated the standard design and construction specifications in a comprehensive manner, soliciting input from the Glendower Group, Operations and 360 Management, to create a practical document for in-house and Consultant use. Project is completed.
- **425B Eastern Street:** P&M solicited A&E and environmental design services for a vacancy rehabilitation project. 425B Eastern Street sustained significant structural and cosmetic damage due to a fire. Solicitation received several bids; contract awarded. ECC's insurance company was contacted, and monies will be available for a portion of the repairs. Construction is complete, including change order work completed due to Fire Marshal request, and damage subsequent to design. City sign off received. Project closed out, and insurance betterment payment received.
- **437M&N Eastern Street:** P&M solicited A&E and environmental design services for a vacancy rehabilitation project. 437 M&N Eastern Street sustained significant structural and cosmetic damage due to a fire. Solicitation received several bids; contract awarded. ECC's insurance company was contacted. Roofing condition requires corrective structural fortification. Project was out for bid with bids due before Thanksgiving. Due to receiving only one bid, ECC resolicited the project and bids were due January 4, 2023. Contract awarded and NOA provided.
- **IQC Vacancy Contractor:** P&M and Operations working together to support vacant unit upgrade needs through management of 2 IQC painting and clean out contracts, one for high rise units and one for units with residential rates. Current contracts expired; Operation solicited quotes for new contracts which will be managed by Operations with Operations funding.
- **295 Wilmot Road—West Rock Community Center:** Structural Engineering study and cost estimate solicited to support Operations. Two areas identified requiring structural shoring. Shoring quotes solicited, with only 1 quote significantly above the independent cost estimate, and therefore, not accepted. Quotes were solicited for the shoring between Buildings 1&2 and a contract has been awarded. As of 3/7/2022, the shoring in the warehouse area has been completed. The Building is in use.
- **McQueeney Plaza Repair & Upgrades:** A reworking of the plaza at 360 Orange Street has expanded the brick plaza emphasizing and enhancing the entry to the 360 Management client office. In-house design; construction completed and project closed out.
- **Radon Mitigation at Scattered Sites Multi-family, Scattered Sites East and West:** Radon was identified in 8 units of housing in the Scattered Site (SS) Multi-family developments. Mitigation design is completed and out to bid. As part of the Housing Related Hazards Grant, SS East and SS West properties were tested and only a few units came back positive for radon. These units will be addressed under the same contract, with a separate funding source. Solicitations received 0 bids. Project was out for quotes, due 7/20/22. Contract is awarded. Project was completed in 30 days from the notice to proceed. Construction in the field was completed September 19th. Project closeout and disbursement of final payment, February, 2023 after receipt of all closeout documentation.

- **57 Mountaintop:** Scattered Sites East single-family home with extensive mold, requiring relocation of the household residents. Joint project between Operations Department and Planning & Modernization (P&M). Operations to address immediate mold abatement and miscellaneous housing upgrades to allow resident to return to the house. P&M has contracted with an Architect and Environmental consultant to design a remedy for long term remediation of the moisture source(s) which fed the mold and miscellaneous building and site upgrades. Operations has performed much of the needed immediate work, and the design for remediation is under review.
- **George Crawford Structural Evaluation:** ECC is conducting a structural evaluation of 90 Park Street, which is on the National Register of Historic Places. This structural evaluation will not only provide information on the condition of the structure of the building for current life safety, but will also provide information valuable to any future plans for the building. A contract has been finalized with a structural engineering firm, and project has begun.
- **546 Woodward Avenue:** ECC Contractor with Notice To Proceed has completed the roof work and is currently in closeout.

VI. The Glendower Group

- **Farnam Courts Phase II**
 - For the purpose of Financing Glendower bifurcated the redevelopment of Phase II into two phases – 4% and 9%.
 - Glendower Farnam Courts 4%, LLC (closest to Farnam 1), consists of 45 units and Glendower Farnam Courts 9%, LLC consists of 66 units including 52 affordable, a community building, and a park.
 - 100% drawing completed on January 24, 2020.
 - Haynes Construction has been selected to be the General Contractor for Phase II.
- **Farnam Courts Phase II 4%**
 - Successfully closed on July 7, 2020.
 - Notice to proceed issued to begin work on July 13, 2020.
 - Construction completed and keys turned over on 10/13/21.
 - Closeout process ongoing. Waiting on Environmental closeout reports and updated O&M Manuals with survey.
 - Conversion targeted for the 1st quarter of 2023.
- **Farnam Courts Phase II 9%**
 - Successfully closed on December 17, 2020
 - Notice to proceed issued to begin vertical and demolition work on December 18, 2020.
 - Demolition of former Farnam buildings completed.
 - Phase 2b building construction was completed in May 2022. Fencing and the playground installation began 9-12-22.
 - HTCC application submitted on June 1, 2021, for additional funding in the amount of \$500,000 due to offset the cost of the sharp increase in lumber pricing across construction nationally caused by the Covid pandemic. Awarded the full amount on October 8, 2021.
 - Conversion targeted for the 1st quarter of 2023.
- **Westville Manor**
 - The Authority submitted a 9% LIHTC application in November 2016 to complete the offsite component on the Rockview Phase II site and was awarded. - Contract closing for Rockview Phase 2 occurred on June 20, 2019.

- The Authority issued an RFQ for a Master Planner for Westville Manor and selected a team composed of Ken Boroson Architects and Torti Gallas Planners.
 - The planning team has begun scheduling the necessary steps to prepare for the first application for on-site redevelopment with a target of January 2022. This application will address the first phase of Westville Manor consisting of 50 total units and will include the 21 unit 3-story main building.
 - It is anticipated that funding for the final Westville Manor on-site phase consisting of 59 units will be submitted under the 9% LIHTC CHFA round in 2022 or 2023.
 - The master Planning Team held a series of meetings and charrettes in September 2018 and will completed a final recommendation to stakeholders in January 2019. The Authority submitted a RAD application for Westville Manor and was awarded.
 - It was determined that a Planned Development District (PDD) was the best approach to the redevelopment of the site. A PDD application was submitted to the City of New Haven in January 2019 that will include the redevelopment of 109 units on site of which 80% will be RAD replacement units and 20% unrestricted. The Board of Alders approved the PDD in April 2019.
 - Submitted a 9% LIHTC application for on-site Phase 1 on January 12, 2022. This application was not awarded. The application will be resubmitted under the CHFA 2023 9% LIHTC round (due January 11, 2023).
 - Anticipated closing in 4th quarter of 2023.
- **RAD Portfolio Award**
 - The Authority received a portfolio award, inclusive of 13 developments, detailed herein. They have been grouped as follows:
 - **Group I: Motley, Bush, Harvey and Newhall Garden**
 - Development completed and leased.
 - **Group IIA: Waverly and Stanley Justice and Fulton Park**
 - Development completed and leased.
 - **Group IIB: Valley Townhomes**
 - Submitted financing template to the Resource desk on November 2, 2021
 - HUD concept call completed on October 7, 2021.
 - Closing anticipated to be the December 2022. Targeting October 2022 CHFA board approval.
 - Closing completed on December 23,2022.
 - Demolition began on January 6, 2023.
 - Final construction completion March 2024
 - **Group III: McQueeney, and Celentano**
 - Closed February 27, 2020.
 - Construction began on March 9, 2020.
 - Construction activities are **COVID delay of 8 weeks**. State and nationwide slowdowns and shutdowns are being monitored for possible schedule overruns.
 - Final completion for McQueeney October 31, 2021
 - Final completion for Celentano October 31, 2021
 - Conversion to permanent financing anticipated to be completed by June 1, 2022.
 - **Group IV: Ruoppolo and Fairmont,**
 - Closed on March 11, 2021.

- Construction began March 15, 2021
 - Final completion for Fairmont Heights May 31, 2022
 - Final completion for Ruoppolo Manor May 31, 2022.
 - Glendower is working on adding elevator code upgrades to Fairmont scope.
 - Conversion targeted for second quarter 2023.
- **McConaughy Terrace**
 - For the purpose of Financing Glendower bifurcated the redevelopment into two phases – 4% and 9% Low Income Housing Tax Credit applications.
 - Glendower McConaughy Terrace 4%, LLC will consist of 92 affordable units and Glendower McConaughy Terrace 9%, LLC will consist of 104 affordable and 26 market rate units.
 - 90% drawing completed on October 31, 2021 for the 9% phase.
 - LaRosa Building Group, LLC has been selected to be the General Contractor for the Development.
 - **McConaughy Terrace 4%**
 - Submitted a LIHTC application to CHFA on November 12, 2021. Application awarded in conjunction with the 9% award identified below.
 - Closing anticipated to be in 1st quarter of 2022.
 - 92 total units, 66 rehab 26 new construction.
 - Closing targeted for the 3rd quarter of 2023
 - **McConaughy Terrace 9%**
 - Submitted a LIHTC application to CHFA on November 12, 2021.
 - Application was awarded under the 2021 competitive LIHTC round. The 9% LIHTC award also included approval of the 4% award.
 - Closing anticipated to be on the 1st quarter of 2023.
 - Phase includes the rehab of 130 units, 26 to be market rate.
 - Closing targeted for the 3rd quarter of 2023
 - **Scattered Sites**
 - Scattered site is multifamily redevelopment which includes 88 units located in various part of the city. The developments are: 23 Chamberlain Street, 54 Kingswood Drive, 63 Fulton Street, 425 Eastern Street, 437 Easter Street, 1361 Quinnipiac Ave, 1368 Quinnipiac Ave, 1370 Quinnipiac Ave, 1376 Quinnipiac Ave, 1378 Quinnipiac Ave, 1381 Quinnipiac Ave, and 1435 Quinnipiac Ave.
 - Submitted a 9% LIHTC application on January 12, 2022. Project was not awarded.
 - Application will be resubmitted under the DOH DEP round.
 - Anticipated closing in 1st quarter of 2024.

MEMORANDUM

TO: Board of Commissioners

DATE: February 21, 2023

FROM: Karen DuBois-Walton, President

RE: Resolution Authorizing the Write-Off of Accounts Receivable of Former ECC/HANH Tenants of the Federal Public Housing Program Financial Statement Reporting Purposes

ACTION: Recommend that the Board of Commissioners pass Resolution #02-09/23-R

TIMING: Immediately

DISCUSSION: ECC/ECC/HANH has accounts receivable balances for individuals that are no longer tenants. These balances need to be removed from our Financial Reporting systems. In writing these accounts off for financial reporting purposes, the accounts receivable detail will still remain in our Low-Income Housing system for possible collection efforts. The dollar amounts will simply not carry over to the Financial Reporting system, thus lowering the net accounts receivable balance to an amount closer to what is expected to be collected as required under Generally Accepted Accounting Principles (GAAP) for financial statement reporting.

Any tenant leaving ECC/HANH with an outstanding balance is to be denied re-admission to ECC/HANH and all other PHA's until all outstanding obligations are satisfied. Therefore, information regarding any outstanding accounts receivable will be maintained on Tenant Ledgers in the Low-Income Housing component of our computer system for review and possible reporting as allowed by HUD.

ECC/HANH is currently carrying a \$8,931.96 balance for 8 vacated tenants from the 1st Quarter FY 2023, a period ending 12/31/2022. This amount includes residents that are deceased, terminally ill and in nursing homes. It also includes residents that have been evicted or skip leaving no forwarding address.

FISCAL IMPACT: None

STAFF: John Rafferty, Sr. VP of Finance, IT & Administration

**ELM CITY COMMUNITIES
Housing Authority of The City of New Haven
RESOLUTION #02-09/23-R**

**RESOLUTION AUTHORIZING THE WRITE-OFF OF FORMER TENANT ACCOUNTS RECEIVABLE (TAR)
FOR THE LOW-INCOME PUBLIC HOUSING (LIPH) PROGRAM FOR THE PERIOD ENDING 12/31/2022 IN
THE AMOUNT OF \$8,931.96**

WHEREAS, ECC/HANH's is responsible for the management and operation of all projects under the Federal Consolidate Program; and

WHEREAS, in the course of such operation, certain tenants of these developments discontinue occupancy leaving outstanding balances for rents and other charges with the Authority; and

WHEREAS, efforts were made to collect all outstanding balances while tenants remain in possession; and

WHEREAS, ECC/HANH has previously contracted with Collection Company of America during FY 2009 to pursue collection of outstanding balances, but effects proved to be unsuccessful; and

WHEREAS, ECC/HANH is currently carrying \$8,931.96 balance for 8 vacated tenants through December 31, 2022; and

WHEREAS, while ECC/HANH will remove the balances from ECC/HANH's Financial Reporting systems, the obligations of these former tenants will remain in the Low-Income Housing System for possible future collections; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

- 1. The write-off for financial reporting purposes of all former tenant's accounts receivable balances accrued through December 31, 2022 for LIPH program in the amount of \$8,931.96 is hereby authorized.**
- 2. The President be and is hereby authorized, empowered, and directed to take any and all such action ancillary, related and/or necessary action to fulfill the foregoing purposes and the purposes of this resolution.**
- 3. This resolution shall take effect immediately.**

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on February 21, 2023.

**_____
Karen DuBois-Walton, Ph.D.
Secretary/President.**

**_____
Date**

**REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL**

**_____
Rolan Joni Young, Esq.
A Partner**

Motion to approve resolution was moved by Commissioner Witherspoon and by Commissioner Keene second. Motion passed unanimously.

MEMORANDUM

TO: Board of Commissioners

DATE: February 21, 2023

FROM: Karen DuBois-Walton, Ph.D., President

RE: Resolution authorizing Change Orders #12 through #18 to BRD Builders, LLC Essex Exterior Envelope and Dwelling Unit Improvements Contract in the Combined Amount Not to Exceed \$395,885.42 Bringing the Adjusted Contract Value From \$2,402,216.65 to \$2,798,102.07 and Authorizing a Change in Contract Time From June 5, 2023 To October 31, 2023

ACTION: Recommend that the Board of Commissioners adopt Resolution #02-10/23-R

TIMING: Immediately

DISCUSSION: At Essex Townhouses, 1134 Quinpiac Avenue, ECC/HANH determined a need to upgrade the development including roofs, gutters, windows, doors, siding, bathrooms, flooring, etc.

On September 21, 2021, the Board of Commissioners authorized contract award to BRD Builders, LLC who submitted the most responsive and responsible bid in the amount of \$1,919,761.30.

As work progressed, ECC/HANH authorized Change Order #1 for Pella fiberglass casement windows in the amount of \$16,816.24 extending contract time to November 26, 2022; Change Order #2 for PVC trim at fascias and rakes in the amount of \$20,881.26; Change Order #3 for continuous hinges at full and half bath hollow metal door frames in the amount of \$8,633.52; Change Order #4 for bathroom tub surrounds that will provide a more sustainable wall surface in the amount of \$135,230.28 extending contract time until January 25, 2023 in anticipation of long lead-time delivery; Change Order #5 to add bathroom grab bar blocking in the amount of \$3,627.26 extending contract time until January 29, 2023; and Change Order #6 for material cost increase for replacement of discontinued bathroom vanity tops in the amount of \$4,428.98. These combined changes were under 10% and did not require prior Board approval. Following authorization of Change Order #6, the adjusted contract value increased from \$1,919,761.30 to \$2,109,378.84.

On September 20, 2022, the Board authorized Change Order #7 for bathroom floor ceramic tile for improved sustainability in the 35 units, in the amount of \$86,220.24 extending contract time until March 29, 2023 and Change Order #8 for roofing installation on roof crickets in the amount of \$30,064.41 extending contract time until May 4, 2023. Following authorization of Change Order #7 and Change Order #8, the adjusted contract value increased from \$2,109,378.84 to \$2,225,663.49.

On October 18, 2022, the Board authorized Change Order #9 in the amount of \$57,280.00 for replacement of additional roof sheathing exceeding the contract

allowance on buildings D, E, F and G. Following authorization of Change Order #9, the adjusted contract value increased from \$2,225,663.49 to \$2,282,943.49.

On December 20, 2022, the Board authorized Change Order #10

in the amount of \$114,908.07 for exterior plywood sheathing at CMU fire separation walls extending contract time until June 5, 2023 and Change Order #11 in the amount of \$4,365.09 to add 2-inch flat transition strips at all sliding patio doors. Following authorization of Change Orders #10 and #11, the adjusted contract value increased from \$2,282,943.49 to \$2,402,216.65.

ECC/HANH is now recommending authorization of:

- Change Order #12 in the amount of \$8,624.11 to pad out front entry doors to allow for seamless siding installation needed as a result of adding siding insulation;
- Change Order #13 for life health and safety stair-tread and riser replacement in the amount of \$69,992.12;
- Change Order #14 for additional subfloor replacement above the contract allowance in the amount of \$40,000.00;
- Change Order #15 for additional baseboard heating based on contract unit pricing, above the contract allowance in the amount of \$4,800.00;
- Change Order #16 for addition of life health and safety weathertight and tamperproof exterior electrical junction boxes in the amount of \$1,620.00;
- Change Order #17 for replacement of rotten bathroom floor joists and sills in the amount of \$9,157.49;
- Change Order #18 for life health and safety additional drywall removal, asbestos abatement and mold remediation in 35 units in the amount of \$261,691.70 and a change in contract time from June 5, 2023 to October 31, 2023.

Following authorization of Change Orders #12 through #18, the adjusted contract value will increase from \$2,402,216.65 to \$2,798,102.70.

In accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute Change Orders #12 through #18 to contract #PM-21-C-524 with BRD Builders, LLC in the combined amount not to exceed \$395,885.42 bringing the adjusted contract value from \$2,402,216.65 to \$2,798,102.70 with a change in contract time from June 5, 2023 to October 31, 2023.

FISCAL IMPACT: \$395,885.42

SOURCE OF FUNDS: CFP 2022 and Housing-Related Hazards 2020

STAFF: Hannah Sokal-Holmes, Vice-President, Planning & Modernization

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution #02-10/23-R

Resolution authorizing Change Orders #12 through #18 to BRD Builders, LLC Essex Exterior Envelope and Dwelling Unit Improvements Contract in the Combined Amount Not to Exceed \$395,885.42 Bringing the Adjusted Contract Value From \$2,402,216.65 to \$2,798,102.07 and Authorizing a Change in Contract Time From June 5, 2023 To October 31, 2023

WHEREAS, at Essex Townhouses, 1134 Quinnipiac Avenue, ECC/HANH determined a need to upgrade the development including roofs, gutters, windows, doors, siding, bathrooms, flooring, etc.; and

WHEREAS, on September 21, 2021, the Board of Commissioners authorized contract award to BRD Builders, LLC who submitted the most responsive and responsible bid in the amount of \$1,919,761.30 for completion in 180 calendar days from Notice to Proceed; and

WHEREAS, as work progressed, ECC/HANH authorized:

- **Change Order #1 for Pella fiberglass casement windows in the amount of \$16,816.24 extending contract time to November 26, 2022**
- **Change Order #2 for PVC trim at fascia and rakes in the amount of \$20,881.26**
- **Change Order #3 for continuous hinges at full and half bath hollow metal door frames in the amount of \$8,633.52**
- **Change Order #4 for bathroom tub surrounds that will provide a more sustainable wall surface in the amount of \$135,230.28 extending contract time until January 25, 2023, and**
- **Change Order #5 to add bathroom grab bar blocking in the amount of \$3,627.26 extending contract time until January 29, 2023;**
- **Change Order #6 for material cost increase for bathroom vanity tops in the amount of \$4,428.98; and**

WHEREAS, these combined changes were under 10% and did not require prior Board approval; and

WHEREAS, on September 20, 2022, the Board authorized Change Order #7 for bathroom ceramic tile for improved sustainability in the amount of \$86,220.24 extending contract time until March 29, 2023 and Change Order #8 for roofing installation on roof crickets in the amount of \$30,064.41 extending contract time until May 4, 2023; and

WHEREAS, following authorization of Change Order #7 and Change Order #8, the adjusted contract value increased from \$2,109,378.84 to \$2,225,663.49; and

WHEREAS, on October 18, 2022, the Board authorized Change Order #9 in the amount of \$57,280.00 for additional roof sheathing exceeding the contract allowance on buildings D, E, F and G. Following authorization of Change Order #9, the adjusted contract value increased from \$2,225,663.49 to \$2,282,943.49; and

WHEREAS, on December 20, 2022, the Board authorized Change Order #10

in the amount of \$114,908.07 for exterior plywood sheathing at CMU fire separation walls extending contract time until June 5, 2023 and Change Order #11 in the amount of \$4,365.09 to add 2-inch flat transition strips at all sliding patio doors; and

WHEREAS, following authorization of Change Orders #10 and #11, the adjusted contract value increased from \$2,282,943.49 to \$2,402,216.65; and

WHEREAS, ECC/HANH is now recommending authorization of:

- Change Order #12 in the amount of \$8,624.11 to pad out front entry doors to allow for seamless siding installation needed as a result of adding siding insulation;
- Change Order #13 for life health and safety stair-tread and riser replacement in the amount of \$69,992.12;
- Change Order #14 for additional subfloor replacement above the contract allowance in the amount of \$40,000.00;
- Change Order #15 for additional baseboard heating based on the contractual unit price, above the contract allowance in the amount of \$4,800.00;
- Change Order #16 for addition of life health and safety weathertight and tamperproof exterior electrical junction boxes in the amount of \$1,620.00;
- Change Order #17 for replacement of rotten bathroom floor joists and sills in the amount of \$9,157.49;
- Change Order #18 for additional drywall removal, asbestos abatement and mold remediation in 35 units in the amount of \$261,691.70 and a change in contract time from June 5, 2023 to October 31, 2023.

WHEREAS, following authorization of Change Orders #12 through #18, the adjusted contract value will increase from \$2,402,216.65 to \$2,798,102.07; and

WHEREAS, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute Change Orders #12 through #18 to contract #PM-21-C-524 with BRD Builders, LLC in the combined amount not to exceed \$395,885.42 as described above bringing the adjusted contract value from \$2,402,216.65 to \$2,798,102.07.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

- 1) Change Orders #12 through #18 to contract #PM-21-C-524 with BRD Builders, LLC in the combined amount not to exceed \$395,885.42 as described above bringing the adjusted contract value from \$2,402,216.65 to \$2,798,102.07 and a change in contract time adding 210 days to 6/5/22 with a revised substantial completion date of 1/2/24 are hereby authorized.
- 2) The Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver agreements and expend the authorized funds.
- 3) The Executive Director-President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on February 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

**REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL**

By: _____
Rolan Joni Young, Esq.
A Partner

Motion to approve resolution was moved by Commissioner Witherspoon and by Commissioner Keene second. Motion passed unanimously.

MEMORANDUM

TO: Board of Commissioners

DATE: February 21, 2023

FROM: Karen DuBois-Walton, Ph.D., President

RE: Resolution Authorizing Change Order #3 and Change Order #4 to A. Prete Construction Company, Inc. Contract for Scattered Site Home Exterior and Interior Renovations-Group B in the Amount Not to Exceed \$93,577.07 and Authorizing a contract Time Extension from March 1, 2023 to April 14, 2023

ACTION: Recommend that the Board of Commissioners adopt Resolution #02-11/23-R

TIMING: Immediately

DISCUSSION: ECC/HANH received three HUD competitive capital fund grants to address lead-based paint and housing-related hazards in public housing properties.

Working with design and environmental consultants, Scattered Sites East and Scattered Sites West properties were grouped into four bid packages addressing lead, asbestos, and other housing-related hazards such as mold. Group B includes three single-family Scattered Sites West properties: 21 Long Hill Terrace, 35 Westbrook Lane and 148 Ray Road.

On July, 19, 2022, the Board approved Resolution #07-34/22-R authorizing contract award for Group B to A. Prete Construction Company, Inc. in the amount not to exceed \$572,268.00 for completion in 180 calendar days from the Notice to Proceed.

As work progressed, ECC/HANH authorized Change Order #1 for deteriorated existing gypsum sheathing and batt insulation in stud cavities at 148 Ray Rd. in the amount of \$35,095.36 and Change Order #2 for removal of mold-contaminated materials in the 148 Ray Rd. garage in the amount of \$2,614.88. These changes were less than 10% and did not require Board approval. Following authorization of Change Order #2, the adjusted contract value increased from \$572,268.00 to \$609,978.24.

ECC/HANH is now recommending authorization of Change

Order #3 and Change Order #4 for 148 Ray Road, for additional removal of rotted walls in the amount of \$70,690.68 and additional relocation in the amount of \$22,886.39 increasing contract time until April 14, 2023.

Following authorization of Change Order #3 and Change Order #4, the adjusted contract value will increase from \$609,978.24 to \$705,555.31

In accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute Change Order #3 and Change Order #4 not to exceed \$93,577.07, bringing the adjusted contract value from \$609,978.24 to \$703,555.31, increasing contract time until April 14, 2023.

FISCAL IMPACT: \$93,577.07

SOURCE OF FUNDS: CFP Lead 2020; CFP Housing-Related Hazards 2020; CFP 2022

STAFF: Hannah Sokal-Holmes, Vice-President, Planning & Modernization

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution # 02-11/23-R

RESOLUTION AUTHORIZING Change Order #3 and Change Order #4 TO A. PRETE CONSTRUCTION COMPANY, INC. CONTRACT FOR SCATTERED SITE HOME EXTERIOR AND INTERIOR RENOVATIONS-GROUP B IN THE AMOUNT NOT TO EXCEED \$93,577.07 AND AUTHORIZING A CONTRACT TIME EXTENSION FROM MARCH 1, 2023 TO APRIL 14, 2023

WHEREAS, ECC/HANH received three HUD competitive capital fund grants to address lead-based paint and housing-related hazards in public housing properties; and

WHEREAS, working with design and environmental consultants, Scattered Sites East and Scattered Sites West properties were grouped into four bid packages addressing lead, asbestos, and other housing-related hazards such as mold; and

WHEREAS, Group B includes three single-family Scattered Sites West properties: 21 Long Hill Terrace, 35 Westbrook Lane and 148 Ray Road; and

WHEREAS, on July, 19, 2022, the Board approved Resolution #07-34/22-R authorizing contract award for Group B to A. Prete Construction Company, Inc. in the amount not to exceed \$572,268.00 for completion in 180 calendar days from the Notice to Proceed; and

WHEREAS, as work progressed, ECC/HANH authorized Change Order #1 for deteriorated existing gypsum sheathing and batt insulation in stud cavities at 148 Ray Rd. in the amount of \$35,095.36 and Change Order #2 for removal of mold-contaminated materials in the 148 Ray Rd. garage in the amount of \$2,614.88; and

WHEREAS, these changes were less than 10% and did not require Board approval; and

WHEREAS, following authorization of Change Order #2, the adjusted contract value increased from \$572,268.00 to \$609,978.24.; and

WHEREAS, ECC/HANH is now recommending authorization of Change Order #3 and Change Order #4 for 148 Ray Road, for additional removal of rotted walls and additional relocation costs in the amount of \$93,577.07 and authorizing an contract extension from March 1, 2023 to April 14, 2023; and

WHEREAS, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute Change

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

- 1) Authorizing Change Orders #3 and Change Orders #4 to contract #PM-22-C-626 with A. Prete Construction Company, Inc. in the amount not to exceed \$93,577.07 as described above bringing the**

adjusted contract value from \$609,978.24 to \$703,555.31, and extending the contract time from March 1, 2023 to April 14, 2023 are hereby authorized.

- 2) The Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The Executive Director-President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on February 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Motion to approve resolution was moved by Commissioner Witherspoon and by Commissioner Keene second. Motion passed unanimously.

MEMORANDUM

TO: Board of Commissioners

DATE: February 21, 2022

FROM: Karen DuBois-Walton, Ph.D., President

RE: RESOLUTION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES WITH THE PROCEEDS OF TAX-EXEMPT BOND FOR THE HAZEL STREET DEVELOPMENT

ACTION Recommend that the Board of Commissioner adopt Resolution #02-12/23-R

TIMING: Immediately

DISCUSSION: The Internal Revenue Service has promulgated regulations (the “Regulations”) under the Internal Revenue Code of 1986, as amended (the “Code”) that govern the allocation of the proceeds of tax-exempt debt issued to reimburse expenditures paid by a borrower of tax-exempt debt, prior to the issuance of such debt. Such Regulations set forth the circumstances under which allocations of proceeds to reimburse such prior expenditures shall be treated as an expenditure of proceeds on the date of such allocations.

The purpose of this official intent requirement is to provide objective evidence that on the date of this declaration, the issuer intended to reimburse the expenditure.

The Authority expects to issue its bonds (the “Bonds”) in the maximum principal amount of \$22,500,000 which proceeds will be loaned to the Owner to finance the Hazel Street Development which will be in furtherance of the purposes of the Authority in that it will result in the creation and/or preservation of housing to be made available to persons of low or moderate income.

The issuance of the Bonds by the Authority will be in furtherance of the purposes of the Act, will result in an increase in employment in the City and will provide quality affordable housing in the City.

FISCAL IMPACT: \$22,500,000 Bond Revenue

STAFF: Edward Lachance, Vice President

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution #02-12/23-R

RESOLUTION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES WITH THE PROCEEDS OF
TAX-EXEMPT BONDS FOR THE HAZEL STREET DEVELOPMENT

WHEREAS, the Internal Revenue Service has promulgated regulations (the “Regulations”) under the Internal Revenue Code of 1986, as amended (the “Code”) that govern the allocation of the proceeds of tax-exempt debt issued to reimburse expenditures paid by a borrower of tax-exempt debt, prior to the issuance of such debt; and

WHEREAS, such Regulations set forth the circumstances under which allocations of proceeds to reimburse such prior expenditures shall be treated as an expenditure of proceeds on the date of such allocations; and

WHEREAS, generally, in order to satisfy the Regulations and be able to reimburse expenditures (except for certain de minimis expenditures and preliminary costs as defined in the Regulations) with the proceeds of tax-exempt debt, the issuer of tax-exempt debt must, among other things, declare not later than sixty (60) days after the date of such expenditure, a reasonable official intent to so reimburse; and

WHEREAS, the purpose of this official intent requirement is to provide objective evidence that on the date of this declaration, the issuer intended to reimburse the expenditure; and

WHEREAS, the Housing Authority of the City of New Haven (the “Authority”) intends to finance the renovation, reconstruction and all expenditures and related costs in connection therewith including, but not limited to, demolition and construction, the purchase and installation of appliances and related site work of approximately 40 units of housing located on 201 Hazel Street in the City of New Haven, Connecticut, the addresses of which are attached hereto as Exhibit A and the owner of which (the “Owner”) will be an entity formed by the Glendower Group (the “Hazel Street Development”); and

WHEREAS, the Authority expects to issue its bonds (the “Bonds”) in the maximum principal amount of \$22,500,000 which proceeds will be loaned to the Owner to finance the Hazel Street Development which will be in furtherance of the purposes of the Authority in that it will result in the creation and/or preservation of housing to be made available to persons of low or moderate income.

NOW THEREFORE, be it resolved that the Authority declares its official intent as follows:

Section 1. The Authority reasonably expects to incur expenditures in connection with the Project of which a functional description is as set forth above.

Section 2. The Authority hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the “Regulations”), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in connection with the development of the Project with the proceeds of the Bonds the maximum principal amount of which shall be \$22,500,000. The Bonds shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Authority hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Executive Director or his/her designee is hereby authorized

to pay Hazel Street Development expenses, if any, in accordance herewith pending the issuance of the Bonds.

Section 3. This resolution shall take effect immediately upon passage.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on February 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Motion to approve resolution was moved by Commissioner Keene and by Commissioner Witherspoon second. Motion passed unanimously.

MEMORANDUM

TO: Board of Commissioners

DATE: February 21, 2023

FROM: Karen DuBois-Walton, Ph.D., President, Elm City Communities

RE: RESOLUTION TO MAKE DECLARATION OF OFFICIAL INTENT FOR REIMBURSEMENT BONDS FOR THE EASTVIEW TERRACE PHASE I DEVELOPMENT

ACTION: Recommend that the Board of Commissioners adopt Resolution #02-13/23-R

TIMING: Immediate

DISCUSSION: The Internal Revenue Service has promulgated regulations (the “Regulations”) under the Internal Revenue Code of 1986, as amended (the “Code”) that govern the allocation of the proceeds of tax-exempt debt issued to reimburse expenditures paid by a borrower of tax-exempt debt, prior to the issuance of such debt. Said Regulations set forth the circumstances under which allocations of proceeds to reimburse such prior expenditures shall be treated as an expenditure of proceeds on the date of such allocations.

In order to satisfy the Regulations and be able to reimburse expenditures (except for certain de minimis expenditures and preliminary costs as defined in the Regulations) with the proceeds of tax-exempt debt, the issuer of tax-exempt debt must, among other things, declare not later than sixty (60) days after the date of such expenditure, a reasonable official intent to so reimburse.

The Eastview Terrace Phase was redeveloped in 2008 and 2009 using Low-Income Housing Tax Credits to provide private equity. The initial 15-years compliance period expires in 2023. The agency is exploring various option to generate capital to make the necessary improvements to ensure the long-term sustainability of the development. Re-syndication is one way to generate the much-needed capital.

Re-syndication requires obtaining an allocation of LIHTCs from the State of Connecticut Housing Finance Authority (CHFA). The agency is considering using 4% LIHTC as a means to obtain these credits. To achieve this objective, at least 50 percent of the project’s aggregate must be financed with private activity tax-exempt bonds. The authorization provided via this resolution will enable ECC to issue the tax exempt bonds needed to accomplish this objective.

FISCAL IMPACT: \$9,620,000

STAFF: Calvin McGee Assoc. AIA, Vice President

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution #02-13/23-R

**RESOLUTION TO MAKE DECLARATION OF OFFICIAL INTENT FOR REIMBURSEMENT BONDS FOR
THE EASTVIEW TERRACE DEVELOPMENT**

WHEREAS, the Internal Revenue Service has promulgated regulations (the “Regulations”) under the Internal Revenue Code of 1986, as amended (the “Code”) that govern the allocation of the proceeds of tax-exempt debt issued to reimburse expenditures paid by a borrower of tax-exempt debt, prior to the issuance of such debt; and

WHEREAS, such Regulations set forth the circumstances under which allocations of proceeds to reimburse such prior expenditures shall be treated as an expenditure of proceeds on the date of such allocations; and

WHEREAS, generally, in order to satisfy the Regulations and be able to reimburse expenditures (except for certain de minimis expenditures and preliminary costs as defined in the Regulations) with the proceeds of tax-exempt debt, the issuer of tax-exempt debt must, among other things, declare not later than sixty (60) days after the date of such expenditure, a reasonable official intent to so reimburse; and

WHEREAS, the purpose of this official intent requirement is to provide objective evidence that on the date of this declaration, the issuer intended to reimburse the expenditure; and

NOW THEREFORE, be it resolved that the Authority declares its official intent as follows:

1. The Authority reasonably expects to incur expenditures (the “Expenditures”) in connection with the Project of which a general functional description is contained in Exhibit A attached hereto.
2. The Authority expects to issue tax-exempt debt in the amount of approximately \$9,620,000 to finance Expenditures for the Project.
3. The Authority reasonably expects to reimburse itself for the cost of Expenditures with respect to the Project with the proceeds of tax-exempt debt to be issued by the Authority within eighteen (18) months after the date of any Expenditure or the date the was placed in service or abandoned, whichever is later.
4. This declaration of official intent is a declaration of official intent made pursuant to Section 1.150-2 of the Regulations.

I hereby certify that the above resolution was adopted by a majority of the Directors present at a meeting duly called at which a quorum was present, on February 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Motion to approve resolution was moved by Commissioner Witherspoon and by Commissioner Keene second. Motion passed unanimously.

MEMORANDUM

To: Board of Commissioners

Date: February 21, 2023

From: Karen DuBois-Walton, Ph.D., President

RE: Resolution Authorizing Change Order Number Two (2) To The Contract With F.W. Webb Wholesale Company For Plumbing & Heating Parts & Equipment For An Additional Amount Of \$58,000.00 Bringing The Total Not To Exceed Contract Amount From \$89,711.00 To \$147,711.00

ACTION: Recommend that the Board of Commissioners adopt Resolution #02-14/23-R

TIMING: Immediately

DISCUSSION: HANH has determined a need for plumbing & heating parts and equipment agency wide. The F.W. Webb Company administers statewide Commodity Contracts for use by State Department and Local Governments. Statewide Commodity Contracts are a type of Leverage Procurement Agreements (LPA) used as one of the State's, main procurement vehicles for leveraging its buying power. This objective is accomplished by competitively soliciting quality products by a single lead public agency and making the resulting Contract available to other public agencies.

The State of Connecticut, through the Department of Administrative Services, has a contract with F.W. Webb Company (Contract # 15PSX0193) for plumbing & heating parts and equipment set to expire on December 31, 2023.

On January 2022, HANH approved PO-22219-13719 with F.W. Webb Company for plumbing & heating parts and equipment in the amount of \$45,000.00

On September 14, 2022, HANH approved of Change Order Number One (1) PO-22456-3574 with F.W. Webb Company for plumbing & heating parts and equipment in the amount of \$44,711.00.

HANH is now seeking approval of Change Order Number Two (2) to the contract with F.W. Webb Wholesale Company for plumbing & heating parts & equipment for an additional amount of \$58,000.00 bringing the total not to exceed contract amount from \$89,711.00 to \$147,711.00.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. HANH is now seeking approval of Change Order Number Two (2) to the contract with F.W. Webb Wholesale Company for plumbing & heating parts & equipment for an additional amount of \$58,000.00 bringing the total not to exceed contract amount from \$89,711.00 to \$147,711.00

FISCAL IMPACT: \$58,000.00 Operating funds budgeted FY 2023

STAFF: Lee Purvis, Central Operations Manager

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution #02-14/23-R

Resolution Authorizing Change Order Number Two (2) To The Contract With F.W. Webb Wholesale Company For Plumbing & Heating Parts & Equipment For An Additional Amount Of \$58,000.00 Bringing The Total Not To Exceed Contract Amount From \$89,711.00 To \$147,711.00

WHEREAS, the Housing Authority of the City of New Haven has a recurring need for plumbing & heating parts and equipment agency wide; and

WHEREAS, the F.W. Webb Company administers statewide Commodity Contracts for use by State Department and Local Governments making the resulting Contract available to other public agencies; and

WHEREAS, the State of Connecticut, through the Department of Administrative Services, has a Contract with F.W. Webb Company (Contract # 15PSX0193) for plumbing & heating parts and equipment set to expire on December 31, 2023; and

WHEREAS, justification for procurements with City or State agencies are noted in the A) HUD Procurement Hand Book 7460.8 Rev-1, Section 8 (Cooperative Purchasing Agreements); B) Federal Procurement Regulation SFR 85.6 (page 527); and C) HANH Procurement Policy (Page 14) Cooperative Purchasing which states “HANH may enter into State and Local Intergovernmental Agreements to purchase or use common goods and services; and

WHEREAS, On January 2022, HANH approved PO-22219-13719 with F.W. Webb Company for plumbing & heating parts and equipment in the amount of \$45,000.00;and

WHEREAS, On September 14, 2022, HANH approved Change Order Number One (1) PO-22456-3574 with F.W. Webb Company for plumbing & heating parts and equipment in the amount of \$44,711.00; and

WHEREAS, HANH is now seeking approval of Change Order Number Two (2) to the contract with F.W. Webb Wholesale Company for plumbing & heating parts & equipment for an additional amount of \$58,000.00 bringing the total not to exceed contract amount from \$89,711.00 to \$147,711.00; and

WHEREAS, in accordance with resolution 10-129/18-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN that:

- 1. Resolution approving Change Order Number Two (2) to the contract with F.W. Webb Wholesale Company for plumbing & heating parts & equipment for an additional amount of \$58,000.00 Bringing the total not to exceed contract amount from \$89,711.00 to \$147,711.00 is approved.**
- 2. The President be and hereby is authorized, empowered and directed to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this resolution.**
- 3. The resolution shall take effect immediately.**

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on February 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Motion to approve resolution was moved by Commissioner Witherspoon and by Commissioner Keene second. Motion passed unanimously.

Motion to adjourn was made at 5:06 p.m. by Chairman Kilpatrick and seconded by Commissioner Keene. Motion passed unanimously.

ADJOURNMENT

MEMORANDUM

TO: All Board of Commissioners

FROM: John Rafferty, CFO

RE: Bills and Communications

DATE: March 21, 2023

Attached please find the following Two (2) lists:

Aged Accounts Payable Report totaling **\$ 15,443.55** (listed on page 1), this excludes paid invoices on report). This list consists of invoices that have been received and entered in the system but may not be ready for payment. A register of the paid invoices may be provided at the March 21, 2023 Board of Commissioners meeting.

Bank Book Check Register totaling **\$ 2,934,330.66** (listed on page 12). This list consists of invoices that have been paid from February 1 – February 28, 2023. Southern Connecticut State University (\$25,000) for tenant services training; Patterson & Associate Consulting, LLC (\$ 29,0000) for consulting services; BRD Builders, LLC (\$87,151) for Essex dwelling improvements; Christopher Williams Architects, LLC (\$35,943) for Multiple sites; A. Prete Construction Company, Inc. (\$358,249) for Scattered Site & Crawford Manor; AM/PM Glass & Metal Fab., LLC (\$ 15,917) for doors and window repairs various sites; City of New Haven (\$39,316) for Trash, Fuel and LCI; HD Supply Facilities Maintenance, Ltd (\$37,347) agency-wide supplies; Home Depot (\$ 21,407) agency-wide materials; Anthem Blue Cross/Blue Shield (\$237,389) for medical insurance & Vision/Dental; United Illuminating (\$ 202,071) for various sites; Southern Connecticut Gas (\$ 118,735) for agency-wide gas service; Regional Water Authority (\$ 76,346) For agency-wide services; Water Pollution Control (\$120,317) for agency-wide services;

The total of both registers is **\$ 2,949,774.21**
Attachments

Aged Accounts Payable Report

Vendor Name	Invoice #	Inv. Date	Due Date	Amount Due
CWPM, LLC	<u>2954302 invoice</u>	02/28/2023	03/30/2023	1,890.76
CWPM, LLC	<u>2954302 invoice</u>	02/28/2023	03/30/2023	4,270.12
CWPM, LLC	<u>2954302 invoice</u>	02/28/2023	03/30/2023	2,315.70
CWPM, LLC	<u>2954302 invoice</u>	02/28/2023	03/30/2023	2,165.15
CWPM, LLC	<u>2954302 invoice</u>	02/28/2023	03/30/2023	743.27
CWPM, LLC	<u>2954302 invoice</u>	02/28/2023	03/30/2023	2,215.09
CWPM, LLC	<u>2954302 invoice</u>	02/28/2023	03/30/2023	488.61
CWPM, LLC	<u>2954302 invoice</u>	02/28/2023	03/30/2023	1,104.54
Torello Tire Inc.	<u>122954</u>	01/06/2023	02/05/2023	250.31
				15,443.55



Type	Check No.	DD No.	Date	Amount	Status	Void Date	Recorded Payee
Check	179070	0	02/01/2023	\$ (78.00)	Posted		Adrienne Simpson
DD	179071	29066	02/01/2023	\$ (132.00)	Posted		Afrika Lynette Canady
Check	179072	0	02/01/2023	\$ (59.00)	Posted		Alice J. Foskey
DD	179073	29067	02/01/2023	\$ (123.00)	Posted		Ana Falero
Check	179194	0	02/01/2023	\$ (293.00)	Posted		Apollo Distributing Company
Check	179195	0	02/01/2023	\$ (124.26)	Posted		Aramark Refreshment Services
Check	179074	0	02/01/2023	\$ (19.00)	Posted		Arriana Santana
Check	179075	0	02/01/2023	\$ (52.00)	Posted		Artavia Boone
DD	0	29097	02/01/2023	\$ (529.44)	Posted		Ashley Shemone Keen
Check	179076	0	02/01/2023	\$ (52.00)	Posted		Ayshnee Butler
DD	179077	29068	02/01/2023	\$ (132.00)	Posted		Brenda Leisa Dickey
Check	179078	0	02/01/2023	\$ (132.00)	Posted		Brenda Sparks
Check	179079	0	02/01/2023	\$ (52.00)	Posted		Candi Foley
Check	179247	0	02/01/2023	\$ (350.00)	Posted		Candi Foley
Check	179080	0	02/01/2023	\$ (169.00)	Posted		Carle Washington
Check	179081	0	02/01/2023	\$ (52.00)	Posted		Carmen Lozada
Check	179082	0	02/01/2023	\$ (169.00)	Posted		Cassandra Moore
DD	0	29098	02/01/2023	\$ (3,974.98)	Posted		Cdw Government Inc
Check	179083	0	02/01/2023	\$ (56.00)	Posted		Chantel Whitehead
Check	179084	0	02/01/2023	\$ (137.00)	Posted		Chevonne Boone
Check	179085	0	02/01/2023	\$ (106.00)	Posted		Ciera S Lewis
Check	179086	0	02/01/2023	\$ (56.00)	Posted		Clorissa Rivera
DD	0	29080	02/01/2023	\$ (2,715.80)	Posted		Cohen Key Shop
Check	179196	0	02/01/2023	\$ (7,500.00)	Posted		Columbus House, Inc
Check	179197	0	02/01/2023	\$ (650.32)	Posted		Comcast Cable
Check	179087	0	02/01/2023	\$ (132.00)	Posted		Connie Mills
Check	179198	0	02/01/2023	\$ (99.56)	Posted		Corporate Mailing Services LLC
Check	179222	0	02/01/2023	\$ (900.00)	Posted		Council Of Large Public Housing Authorities
Check	179088	0	02/01/2023	\$ (49.00)	Posted		Curnjah Howard
Check	179199	0	02/01/2023	\$ (5,000.00)	Posted		DePino, Nunez & Biggs, LLC
DD	179089	29069	02/01/2023	\$ (52.00)	Posted		Dione Bennett
Check	179090	0	02/01/2023	\$ (56.00)	Posted		Donna Willett
DD	0	29081	02/01/2023	\$ (9,000.00)	Posted		EccoVia, Inc
DD	0	29112	02/01/2023	\$ (4,825.00)	Posted		Enviromed Services, Inc.
Check	179091	0	02/01/2023	\$ (49.00)	Posted		Ericka Alis Cannon
Check	179092	0	02/01/2023	\$ (169.00)	Posted		Faith H Thompson
Check	179200	0	02/01/2023	\$ (336.33)	Posted		Frontier Communications of Company
Check	179223	0	02/01/2023	\$ (400.93)	Posted		Frontier Communications of Company
Check	179230	0	02/01/2023	\$ (1,446.73)	Posted		Frontier Communications of Company
Check	179093	0	02/01/2023	\$ (132.00)	Posted		Gerardo Flores
Check	179094	0	02/01/2023	\$ (676.00)	Posted		Gianakos Jenkins
Check	179201	0	02/01/2023	\$ (161.04)	Posted		Hannah Sokal-Holmes
Check	179202	0	02/01/2023	\$ (24.47)	Posted		HD Supply Facilities Maintenance, Ltd
Check	179095	0	02/01/2023	\$ (130.00)	Posted		Helen Suggs
DD	0	29082	02/01/2023	\$ (560.00)	Posted		Home Services & More, LLC
Check	179096	0	02/01/2023	\$ (156.00)	Posted		Hope Brodie
DD	0	29090	02/01/2023	\$ (3,981.55)	Posted		Housing Authority of the City of New Haven
DD	0	29089	02/01/2023	\$ (3,801.56)	Posted		Housing Authority of the City of New Haven
DD	0	29088	02/01/2023	\$ (1,583.48)	Posted		Housing Authority of the City of New Haven
DD	0	29083	02/01/2023	\$ (1,352.47)	Posted		Housing Authority of the City of New Haven
DD	0	29084	02/01/2023	\$ (5,876.94)	Posted		Housing Authority of the City of New Haven
DD	0	29085	02/01/2023	\$ (1,162.09)	Posted		Housing Authority of the City of New Haven
DD	0	29086	02/01/2023	\$ (2,829.07)	Posted		Housing Authority of the City of New Haven
DD	0	29087	02/01/2023	\$ (1,704.40)	Posted		Housing Authority of the City of New Haven
Check	179097	0	02/01/2023	\$ (99.00)	Posted		Iniaara Allen
Check	179098	0	02/01/2023	\$ (52.00)	Posted		Iris Hernandez-Cepeda
DD	179099	29070	02/01/2023	\$ (169.00)	Posted		Iris Nereida Santana
DD	179100	29071	02/01/2023	\$ (169.00)	Posted		Isabel Fuentes
Check	179101	0	02/01/2023	\$ (120.00)	Posted		Jacqueline Banks
Check	179102	0	02/01/2023	\$ (49.00)	Posted		Jada Nyla Burnett
Check	179103	0	02/01/2023	\$ (170.00)	Posted		Jamie Marie Devlin
Check	179104	0	02/01/2023	\$ (23.00)	Posted		Jasmine Mcghee

DD	0	29099	02/01/2023	\$	(529.44)	Posted	Jasmine Yvonne Johnson
Check	179224	0	02/01/2023	\$	(529.44)	Posted	Jazmin Boria
DD	0	29100	02/01/2023	\$	(529.44)	Posted	Jerry L. Blue
Check	179105	0	02/01/2023	\$	(56.00)	Posted	Jessica Gentile
Check	179106	0	02/01/2023	\$	(56.00)	Posted	Jessica S Johnson
Check	179107	0	02/01/2023	\$	(56.00)	Posted	Jonte Sykes
Check	179108	0	02/01/2023	\$	(132.00)	Posted	Joslyn Lockwood
DD	0	29101	02/01/2023	\$	(516.42)	Posted	Keara Locke
Check	179109	0	02/01/2023	\$	(47.00)	Posted	Kiara Carmichael
Check	179110	0	02/01/2023	\$	(316.00)	Posted	Lakeisha Massey
Check	179111	0	02/01/2023	\$	(169.00)	Posted	Latoya D Garrett
Check	179203	0	02/01/2023	\$	(580.05)	Posted	Laz Parking
Check	179112	0	02/01/2023	\$	(49.00)	Posted	Leslie Mckiver
Check	179113	0	02/01/2023	\$	(52.00)	Posted	Marcilena Perez
Check	179114	0	02/01/2023	\$	(47.00)	Posted	Margie Roman
Check	179115	0	02/01/2023	\$	(59.00)	Posted	Maria L Correa
Check	179116	0	02/01/2023	\$	(159.00)	Posted	Maria R Langston
Check	179248	0	02/01/2023	\$	(300.00)	Posted	Marsha A Thomas
DD	0	29072	02/01/2023	\$	(112.00)	Posted	Mary A Lopez
Check	179118	0	02/01/2023	\$	(4.00)	Posted	Maryann Jones
Check	179119	0	02/01/2023	\$	(16.00)	Posted	Mayra Quiles
Check	179120	0	02/01/2023	\$	(156.00)	Posted	Mecca Malia Anderson
Check	179121	0	02/01/2023	\$	(56.00)	Posted	Miqdalia Flores
DD	0	29091	02/01/2023	\$	(3,600.00)	Posted	Moore's Yard Care
Check	179122	0	02/01/2023	\$	(128.00)	Posted	Nancy Marilyn Estrada
Check	179123	0	02/01/2023	\$	(102.00)	Posted	Natalie Rodriguez
Check	179124	0	02/01/2023	\$	(52.00)	Posted	Natasha White
Check	179125	0	02/01/2023	\$	(56.00)	Posted	Natasha C Clay
Check	179126	0	02/01/2023	\$	(99.00)	Posted	Natasha Laureano
Check	179204	0	02/01/2023	\$	(1,651.00)	Posted	New Haven Parking Authority
Check	179205	0	02/01/2023	\$	(360.00)	Posted	New Haven Parking Authority
DD	0	29102	02/01/2023	\$	(15,600.00)	Posted	Nobe Construction Company
DD	0	29113	02/01/2023	\$	(2,056.00)	Posted	Nobe Construction Company
Check	179225	0	02/01/2023	\$	(529.58)	Posted	Novogradac & Company LLP
Check	179127	0	02/01/2023	\$	(56.00)	Posted	Nykia Lashelle Wilder
Check	179128	0	02/01/2023	\$	(160.00)	Posted	Olga Mojica
Check	179129	0	02/01/2023	\$	(43.00)	Posted	Olivia Camp
DD	0	29103	02/01/2023	\$	(1,632.60)	Posted	Otis Elevator Company
DD	0	29104	02/01/2023	\$	(43,632.29)	Posted	Otis Elevator Company
DD	0	29105	02/01/2023	\$	(4,578.60)	Posted	Otis Elevator Company
DD	0	29106	02/01/2023	\$	(5,200.00)	Posted	Otis Elevator Company
DD	179130	29073	02/01/2023	\$	(56.00)	Posted	Pamela Greene
DD	0	29092	02/01/2023	\$	(29,000.00)	Posted	Patterson & Associate Consulting, LLC
Check	179131	0	02/01/2023	\$	(48.00)	Posted	Patty Burruss
Check	179132	0	02/01/2023	\$	(16.00)	Posted	Paula A Barnes
Check	179133	0	02/01/2023	\$	(159.00)	Posted	Perry Flowers
Check	179134	0	02/01/2023	\$	(82.00)	Posted	Preziosa Flores
Check	179206	0	02/01/2023	\$	(2,433.30)	Posted	Print Fly Corporation
Check	179135	0	02/01/2023	\$	(1.00)	Posted	Raquel Austin
Check	179226	0	02/01/2023	\$	(1,662.37)	Posted	Regional Water Authority
Check	179136	0	02/01/2023	\$	(82.00)	Posted	Rehossem Dirangaye
DD	0	29107	02/01/2023	\$	(42,211.80)	Posted	Reitman Personnel Services, Inc.
Check	179137	0	02/01/2023	\$	(47.00)	Posted	Reneta Mitchell
DD	0	29093	02/01/2023	\$	(89.66)	Posted	Ringcentral, Inc
DD	0	29094	02/01/2023	\$	(89.66)	Posted	Ringcentral, Inc
DD	0	29108	02/01/2023	\$	(134.50)	Posted	Ringcentral, Inc
Check	179138	0	02/01/2023	\$	(18.00)	Posted	Robyn Louise Green
Check	179139	0	02/01/2023	\$	(169.00)	Posted	Rosa Santiago
DD	179140	29074	02/01/2023	\$	(37.00)	Posted	Rosaura Luciano
Check	179141	0	02/01/2023	\$	(49.00)	Posted	Roscheyla Prieto-Quinones
Check	179142	0	02/01/2023	\$	(16.00)	Posted	Sandy M Gaskin
DD	0	29109	02/01/2023	\$	(516.42)	Posted	Sarah Esther Garcia
Check	179143	0	02/01/2023	\$	(123.00)	Posted	Sarah M Kendrick
DD	0	29110	02/01/2023	\$	(529.44)	Posted	Schatara McKiver
Check	179144	0	02/01/2023	\$	(98.00)	Posted	Sean Michael Flowers
Check	179145	0	02/01/2023	\$	(156.00)	Posted	Shalanda Rena Wiggins
Check	179146	0	02/01/2023	\$	(52.00)	Posted	Shamira White
Check	179147	0	02/01/2023	\$	(52.00)	Posted	Shana Johnson
Check	179148	0	02/01/2023	\$	(74.00)	Posted	Shanay Nicole Bartlett
Check	179149	0	02/01/2023	\$	(56.00)	Posted	Shanice M. Calloway
Check	179150	0	02/01/2023	\$	(52.00)	Posted	Shaquonda Rashaya Hunte

Check	179151	0	02/01/2023	\$	(23.00)	Posted		Sharron E Fogle
Check	179152	0	02/01/2023	\$	(59.00)	Posted		Shatora McCotter
DD	0	29111	02/01/2023	\$	(529.44)	Posted		Shayla Foreman
Check	179153	0	02/01/2023	\$	(52.00)	Posted		Sheila K Grant
Check	179154	0	02/01/2023	\$	(52.00)	Posted		Sherita Tucker
Check	179155	0	02/01/2023	\$	(19.00)	Posted		Sor Perez
Check	179227	0	02/01/2023	\$	(334.47)	Posted		Southern Connecticut Gas
Check	179228	0	02/01/2023	\$	(2,195.53)	Posted		Southern Connecticut Gas
Check	179229	0	02/01/2023	\$	(99.16)	Posted		Southern Connecticut Gas
Check	179249	0	02/01/2023	\$	(306.87)	Posted		Southern Connecticut Gas
Check	179207	0	02/01/2023	\$	(25,000.00)	Posted		Southern Connecticut State University
Check	179156	0	02/01/2023	\$	(19.00)	Posted		Stephanie Santiago
Check	179157	0	02/01/2023	\$	(308.00)	Posted		Stephanie Sumler
DD	179158	29075	02/01/2023	\$	(99.00)	Posted		Susan Davis
Check	179159	0	02/01/2023	\$	(49.00)	Posted		Synitra Culbreath
Check	179160	0	02/01/2023	\$	(104.00)	Posted		Taccarra Smith
Check	179161	0	02/01/2023	\$	(56.00)	Posted		Tamika Bennett
Check	179162	0	02/01/2023	\$	(245.00)	Posted		Tamika Bratton
Check	179163	0	02/01/2023	\$	(19.00)	Posted		Tania Montanez
Check	179164	0	02/01/2023	\$	(25.00)	Posted		Tanya A. Solomon
Check	179165	0	02/01/2023	\$	(234.00)	Posted		Tanya Carmon
Check	179166	0	02/01/2023	\$	(49.00)	Posted		Tatiana Bojka
Check	179167	0	02/01/2023	\$	(88.00)	Posted		Teneshia Monique Harrington
Check	179168	0	02/01/2023	\$	(99.00)	Posted		Terese Edwina Stevenson
DD	0	29095	02/01/2023	\$	(6,600.00)	Posted		The Computer Company Inc
DD	0	29096	02/01/2023	\$	(5,250.00)	Posted		The Narrative Project, LLC
DD	179169	29076	02/01/2023	\$	(76.00)	Posted		Thelma Goodwin
Check	179170	0	02/01/2023	\$	(138.00)	Posted		Tonya Perkins
Check	179171	0	02/01/2023	\$	(128.00)	Posted		Trenna Soares
Check	179172	0	02/01/2023	\$	(128.00)	Posted		Trevon Highsmith
Check	179173	0	02/01/2023	\$	(52.00)	Posted		Tyrell J Pearson
Check	179174	0	02/01/2023	\$	(56.00)	Posted		Tyshonna Hobby
Check	179208	0	02/01/2023	\$	(1,361.05)	Posted		United Illuminating
Check	179250	0	02/01/2023	\$	(2,695.84)	Posted		United Illuminating
DD	179175	29077	02/01/2023	\$	(104.00)	Posted		Valeka Williams
Check	179176	0	02/01/2023	\$	(112.00)	Posted		Vanessa Myers
Check	179177	0	02/01/2023	\$	(106.00)	Posted		Victoria C Allen
Check	179209	0	02/01/2023	\$	(280.87)	Posted		W. B. Mason Company Inc
Check	179219	0	02/01/2023	\$	(2,273.79)	Posted		Water Pollution Control
Check	179218	0	02/01/2023	\$	(2,000.44)	Posted		Water Pollution Control
Check	179217	0	02/01/2023	\$	(16,684.86)	Posted		Water Pollution Control
Check	179216	0	02/01/2023	\$	(16,630.85)	Posted		Water Pollution Control
Check	179215	0	02/01/2023	\$	(2,140.79)	Posted		Water Pollution Control
Check	179214	0	02/01/2023	\$	(4,062.85)	Posted		Water Pollution Control
Check	179213	0	02/01/2023	\$	(3,419.54)	Posted		Water Pollution Control
Check	179212	0	02/01/2023	\$	(3,018.38)	Posted		Water Pollution Control
Check	179211	0	02/01/2023	\$	(9,413.90)	Posted		Water Pollution Control
Check	179210	0	02/01/2023	\$	(105.06)	Posted		Water Pollution Control
Check	179231	0	02/01/2023	\$	(549.24)	Posted		Water Pollution Control
Check	179232	0	02/01/2023	\$	(9,464.34)	Posted		Water Pollution Control
Check	179233	0	02/01/2023	\$	(8,845.65)	Posted		Water Pollution Control
Check	179234	0	02/01/2023	\$	(2,075.27)	Posted		Water Pollution Control
Check	179235	0	02/01/2023	\$	(2,231.20)	Posted		Water Pollution Control
Check	179236	0	02/01/2023	\$	(2,407.25)	Posted		Water Pollution Control
Check	179237	0	02/01/2023	\$	(63.27)	Posted		Water Pollution Control
Check	179238	0	02/01/2023	\$	(2,623.54)	Posted		Water Pollution Control
Check	179239	0	02/01/2023	\$	(1,269.36)	Posted		Water Pollution Control
Check	179240	0	02/01/2023	\$	(189.70)	Posted		Water Pollution Control
Check	179241	0	02/01/2023	\$	(652.95)	Posted		Water Pollution Control
Check	179242	0	02/01/2023	\$	(1,907.53)	Posted		Water Pollution Control
Check	179243	0	02/01/2023	\$	(2,642.72)	Posted		Water Pollution Control
Check	179244	0	02/01/2023	\$	(1,188.47)	Posted		Water Pollution Control
Check	179245	0	02/01/2023	\$	(758.00)	Posted		Water Pollution Control
Check	179246	0	02/01/2023	\$	(1,820.74)	Posted		Water Pollution Control
Check	179220	0	02/01/2023	\$	(900.00)	Posted		Workforce 180 LLC
Check	179221	0	02/01/2023	\$	(136.00)	Posted		Yale New Haven Hospital
DD	179178	29078	02/01/2023	\$	(41.00)	Posted		Yolanda Marte
Check	179179	0	02/01/2023	\$	(47.00)	Posted		Yvette Gray
Check	179180	0	02/01/2023	\$	(19.00)	Posted		Zaira Leticia Salinas Ramos
Check	179181	0	02/01/2023	\$	(56.00)	Posted		Zulady Alicea-Reyes
DD	0	29114	02/02/2023	\$	(5,000.00)	Posted		Can I Live, Inc

Check	179256	0	02/06/2023	\$	(1,800.00)	Posted		219 Fountain Street LLP
DD	0	29117	02/06/2023	\$	(17,622.91)	Posted		Brookside 2 Associates LLC
DD	0	29118	02/06/2023	\$	(22,406.37)	Posted		Brookside I Associates LLC
DD	0	29116	02/06/2023	\$	(20,247.02)	Posted		Carahsoft Technology Corporation
Check	179252	0	02/06/2023	\$	-	Posted	02/06/2023	City of New Haven
Check	179251	0	02/06/2023	\$	(9,448.96)	Posted		City of New Haven
Check	179254	0	02/06/2023	\$	-	Posted	02/06/2023	City of New Haven
Check	179255	0	02/06/2023	\$	(2,628.97)	Posted		City of New Haven
Check	179253	0	02/06/2023	\$	(2,068.06)	Posted		Hearst Media Services Connecticut, LLC
DD	0	29119	02/06/2023	\$	(11,158.80)	Posted		Rockview 1 Associates LLC
DD	0	29115	02/06/2023	\$	(3,058.00)	Posted		Sage Software Inc
DD	0	29120	02/06/2023	\$	(19,882.15)	Posted		Trinity New Haven Housing LP
DD	0	29121	02/06/2023	\$	(7,738.56)	Posted		Trinity New Haven Housing Three LP
DD	0	29122	02/06/2023	\$	(17,296.18)	Posted		Trinity New Haven Housing Two Limited Partnership
DD	0	29123	02/06/2023	\$	(14,830.55)	Posted		Trinity Rowe Limited Partnership
DD	0	29124	02/07/2023	\$	(9,876.00)	Posted		Nobe Construction Company
DD	0	29125	02/07/2023	\$	(5,589.95)	Posted		Ringcentral, Inc
Check	179257	0	02/08/2023	\$	(625.00)	Posted		Jontia Toney
DD	0	29134	02/09/2023	\$	(1,945.26)	Posted		360 Management Group. Co.
Check	179273	0	02/09/2023	\$	(600.00)	Posted		Ace Van & Storage, Inc.
Check	179357	0	02/09/2023	\$	(200.00)	Posted		Ace Van & Storage, Inc.
Check	179297	0	02/09/2023	\$	(724.40)	Posted		Aflac
Check	179358	0	02/09/2023	\$	(598.57)	Posted		Apollo Distributing Company
Check	179258	0	02/09/2023	\$	(541.58)	Posted		Canon Solutions America Inc.
DD	0	29143	02/09/2023	\$	(711.82)	Posted		Carahsoft Technology Corporation
DD	0	29137	02/09/2023	\$	(106.00)	Posted		Cohen Key Shop
DD	0	29142	02/09/2023	\$	(263.40)	Posted		Cohen Key Shop
Check	179263	0	02/09/2023	\$	(260.12)	Posted		Comcast Cable
Check	179303	0	02/09/2023	\$	(282.04)	Posted		Comcast Cable
Check	179304	0	02/09/2023	\$	(299.85)	Posted		Comcast Cable
Check	179305	0	02/09/2023	\$	(213.81)	Posted		Comcast Cable
Check	179306	0	02/09/2023	\$	(213.81)	Posted		Comcast Cable
Check	179307	0	02/09/2023	\$	(202.85)	Posted		Comcast Cable
Check	179308	0	02/09/2023	\$	(215.43)	Posted		Comcast Cable
Check	179310	0	02/09/2023	\$	(594.70)	Posted		Comcast Cable
Check	179311	0	02/09/2023	\$	(321.81)	Posted		Comcast Cable
Check	179312	0	02/09/2023	\$	(213.81)	Posted		Comcast Cable
Check	179313	0	02/09/2023	\$	(174.39)	Posted		Comcast Cable
Check	179314	0	02/09/2023	\$	(213.81)	Posted		Comcast Cable
Check	179315	0	02/09/2023	\$	(115.97)	Posted		Comcast Cable
Check	179316	0	02/09/2023	\$	(115.97)	Posted		Comcast Cable
Check	179317	0	02/09/2023	\$	(198.35)	Posted		Comcast Cable
Check	179318	0	02/09/2023	\$	(28.46)	Posted		Comcast Cable
DD	0	29126	02/09/2023	\$	-	Posted	02/09/2023	CWPM, LLC
DD	0	29128	02/09/2023	\$	-	Posted		CWPM, LLC
DD	0	29130	02/09/2023	\$	(12,610.77)	Posted		CWPM, LLC
DD	0	29138	02/09/2023	\$	(25,826.67)	Posted		CWPM, LLC
Check	179290	0	02/09/2023	\$	(6,185.55)	Posted		Eagle Elevator Company, Inc.
DD	0	29132	02/09/2023	\$	(220.00)	Posted		Eagle Leasing Company
Check	179291	0	02/09/2023	\$	(1,431.01)	Posted		F.W. Webb Company
Check	179264	0	02/09/2023	\$	(132.95)	Posted		Federal Express Corp.
Check	179265	0	02/09/2023	\$	(1.88)	Posted		Frontier Communications of Company
Check	179309	0	02/09/2023	\$	(1,248.79)	Posted		Frontier Communications of Company
Check	179259	0	02/09/2023	\$	(9,969.71)	Posted		G.L. Capasso, Inc
Check	179292	0	02/09/2023	\$	(46,920.90)	Posted		Gengras Ford LLC
Check	179270	0	02/09/2023	\$	(10,427.17)	Posted		HD Supply Facilities Maintenance, Ltd
Check	179359	0	02/09/2023	\$	(385.97)	Posted		HD Supply Facilities Maintenance, Ltd
Check	179266	0	02/09/2023	\$	(1,151.85)	Posted		Home Depot
Check	179351	0	02/09/2023	\$	(1,007.62)	Posted		Home Depot
Check	179352	0	02/09/2023	\$	(1,980.56)	Posted		Home Depot
Check	179353	0	02/09/2023	\$	(1,863.41)	Posted		Home Depot
Check	179354	0	02/09/2023	\$	(409.22)	Posted		Home Depot
Check	179355	0	02/09/2023	\$	(2,135.77)	Posted		Home Depot
Check	179356	0	02/09/2023	\$	(1,623.87)	Posted		Home Depot
Check	179362	0	02/09/2023	\$	(2,520.42)	Posted		Home Depot
Check	179365	0	02/09/2023	\$	(3,345.27)	Posted		Home Depot
DD	0	29136	02/09/2023	\$	(1,436.00)	Posted		Home Services & More, LLC
DD	0	29141	02/09/2023	\$	(190.00)	Posted		Home Services & More, LLC
DD	0	29133	02/09/2023	\$	(136.00)	Posted		Housing Authority of the City of New Haven
DD	0	29140	02/09/2023	\$	(2,700.00)	Posted		Housing Development Fund, Inc.
Check	179274	0	02/09/2023	\$	(2,391.12)	Posted		Johns Refuse & Recycling, LLC

Check	179260	0	02/09/2023	\$	(4,403.97)	Posted		Johnson Controls Inc
Check	179261	0	02/09/2023	\$	(370.45)	Posted		Johnson Controls US Holdings LLC
DD	0	29127	02/09/2023	\$	-	Posted	02/09/2023	Kone Inc.
DD	0	29129	02/09/2023	\$	-	Posted		Kone Inc.
DD	0	29131	02/09/2023	\$	(915.00)	Posted		Kone Inc.
Check	179298	0	02/09/2023	\$	(3,000.00)	Posted		Laz Parking
Check	179299	0	02/09/2023	\$	(7,500.00)	Posted		Laz Parking
Check	179301	0	02/09/2023	\$	(3,900.00)	Posted		Laz Parking
Check	179302	0	02/09/2023	\$	(4,290.26)	Posted		Laz Parking
DD	0	29135	02/09/2023	\$	(975.00)	Posted		Nan Mckay & Associates
Check	179271	0	02/09/2023	\$	(36.27)	Posted		Network Electric And Security Systems, LLC
Check	179293	0	02/09/2023	\$	(140.16)	Posted		Online Information Services, Inc
Check	179300	0	02/09/2023	\$	(61.32)	Posted		Online Information Services, Inc
Check	179319	0	02/09/2023	\$	(805.80)	Posted		Regional Water Authority
Check	179363	0	02/09/2023	\$	(224.15)	Posted		Regional Water Authority
DD	0	29139	02/09/2023	\$	(933.46)	Posted		Reitman Personnel Services, Inc.
Check	179262	0	02/09/2023	\$	(310.23)	Posted		Skyview Ridgefield LLC
Check	179277	0	02/09/2023	\$	(15.64)	Posted		Southern Connecticut Gas
Check	179278	0	02/09/2023	\$	(789.89)	Posted		Southern Connecticut Gas
Check	179279	0	02/09/2023	\$	(1,747.70)	Posted		Southern Connecticut Gas
Check	179280	0	02/09/2023	\$	(1,364.71)	Posted		Southern Connecticut Gas
Check	179281	0	02/09/2023	\$	(944.82)	Posted		Southern Connecticut Gas
Check	179282	0	02/09/2023	\$	(1,439.97)	Posted		Southern Connecticut Gas
Check	179283	0	02/09/2023	\$	(566.80)	Posted		Southern Connecticut Gas
Check	179284	0	02/09/2023	\$	(1,932.25)	Posted		Southern Connecticut Gas
Check	179285	0	02/09/2023	\$	(1,808.09)	Posted		Southern Connecticut Gas
Check	179286	0	02/09/2023	\$	(1,999.90)	Posted		Southern Connecticut Gas
Check	179287	0	02/09/2023	\$	(830.80)	Posted		Southern Connecticut Gas
Check	179288	0	02/09/2023	\$	(1,438.98)	Posted		Southern Connecticut Gas
Check	179320	0	02/09/2023	\$	(3,898.09)	Posted		Southern Connecticut Gas
Check	179321	0	02/09/2023	\$	(565.75)	Posted		Southern Connecticut Gas
Check	179322	0	02/09/2023	\$	(5,325.10)	Posted		Southern Connecticut Gas
Check	179323	0	02/09/2023	\$	(1,724.75)	Posted		Southern Connecticut Gas
Check	179324	0	02/09/2023	\$	(1,217.18)	Posted		Southern Connecticut Gas
Check	179325	0	02/09/2023	\$	(5,421.11)	Posted		Southern Connecticut Gas
Check	179326	0	02/09/2023	\$	(2,612.36)	Posted		Southern Connecticut Gas
Check	179327	0	02/09/2023	\$	(156.43)	Posted		Southern Connecticut Gas
Check	179328	0	02/09/2023	\$	(1,420.80)	Posted		Southern Connecticut Gas
Check	179329	0	02/09/2023	\$	(4,469.15)	Posted		Southern Connecticut Gas
Check	179330	0	02/09/2023	\$	(4,060.54)	Posted		Southern Connecticut Gas
Check	179331	0	02/09/2023	\$	(4,492.94)	Posted		Southern Connecticut Gas
Check	179332	0	02/09/2023	\$	(1,493.86)	Posted		Southern Connecticut Gas
Check	179333	0	02/09/2023	\$	(1,417.86)	Posted		Southern Connecticut Gas
Check	179334	0	02/09/2023	\$	(2,042.17)	Posted		Southern Connecticut Gas
Check	179335	0	02/09/2023	\$	(2,076.07)	Posted		Southern Connecticut Gas
Check	179336	0	02/09/2023	\$	(1,415.02)	Posted		Southern Connecticut Gas
Check	179337	0	02/09/2023	\$	(2,218.74)	Posted		Southern Connecticut Gas
Check	179338	0	02/09/2023	\$	(1,575.04)	Posted		Southern Connecticut Gas
Check	179339	0	02/09/2023	\$	(1,848.54)	Posted		Southern Connecticut Gas
Check	179340	0	02/09/2023	\$	(359.57)	Posted		Southern Connecticut Gas
Check	179341	0	02/09/2023	\$	(3,400.84)	Posted		Southern Connecticut Gas
Check	179342	0	02/09/2023	\$	(3,835.25)	Posted		Southern Connecticut Gas
Check	179343	0	02/09/2023	\$	(1,051.29)	Posted		Southern Connecticut Gas
Check	179344	0	02/09/2023	\$	(882.47)	Posted		Southern Connecticut Gas
Check	179345	0	02/09/2023	\$	(2,409.86)	Posted		Southern Connecticut Gas
Check	179346	0	02/09/2023	\$	(2,180.99)	Posted		Southern Connecticut Gas
Check	179347	0	02/09/2023	\$	(262.26)	Posted		Southern Connecticut Gas
Check	179364	0	02/09/2023	\$	(8,450.82)	Posted		Southern Connecticut Gas
Check	179267	0	02/09/2023	\$	(7,856.42)	Posted		Standard Insurance Company.
Check	179275	0	02/09/2023	\$	(1,156.25)	Posted		Stanley Convergent Security Solutions, INC.
Check	179360	0	02/09/2023	\$	(285.00)	Posted		Stanley Convergent Security Solutions, INC.
Check	179268	0	02/09/2023	\$	(240.00)	Posted		State Of Connecticut
Check	179361	0	02/09/2023	\$	(108.98)	Posted		Sunwealth Project Pool 14 LLC
Check	179294	0	02/09/2023	\$	(820.00)	Posted		Supreme Corporation
Check	179289	0	02/09/2023	\$	(7.83)	Posted		United Illuminating
Check	179348	0	02/09/2023	\$	(25.14)	Posted		United Illuminating
Check	179349	0	02/09/2023	\$	(5,346.46)	Posted		United Illuminating
Check	179350	0	02/09/2023	\$	(11,163.54)	Posted		United Illuminating
DD	0	29144	02/09/2023	\$	(7,127.27)	Posted		United Mechanical Resources Inc.
DD	0	29145	02/09/2023	\$	(2,120.42)	Posted		United Mechanical Resources Inc.
Check	179269	0	02/09/2023	\$	(885.00)	Posted		W.B. Mason Company Inc

Check	179272	0	02/09/2023	\$	(2,818.07)	Posted		W. B. Mason Company Inc
Check	179276	0	02/09/2023	\$	(305.64)	Posted		W. B. Mason Company Inc
Check	179295	0	02/09/2023	\$	(824.34)	Posted		W. B. Mason Company Inc
Check	179296	0	02/09/2023	\$	(2,025.00)	Posted		Yale Termite & Pest Elimination Corp.
DD	0	29146	02/13/2023	\$	(2,668.00)	Posted		Afscme Local 713/afscme Council 4
Check	179366	0	02/13/2023	\$	(184.00)	Posted		Afscme Local 818
DD	0	29148	02/13/2023	\$	(8.00)	Posted		AFSCME PEOPLE Committee
DD	0	29147	02/13/2023	\$	(48.00)	Posted		AFSCME PEOPLE Committee
Check	179378	0	02/13/2023	\$	(25.00)	Posted		Alma Keys
Check	179373	0	02/13/2023	\$	(8,873.50)	Posted		AM/PM Glass & Metal Fab., LLC
Check	179367	0	02/13/2023	\$	(12,627.99)	Posted		Anthem Blue Cross/Blue Shield
Check	179368	0	02/13/2023	\$	(3,490.24)	Posted		Aramark Refreshment Services
DD	0	29152	02/13/2023	\$	(157.50)	Posted		Berchem Moses PC
DD	0	29153	02/13/2023	\$	(2,725.42)	Posted		Cdw Government Inc
DD	0	29162	02/13/2023	\$	(1,022.40)	Posted		Cohen Key Shop
Check	179392	0	02/13/2023	\$	(710.75)	Posted		Corporate Mailing Services LLC
DD	0	29154	02/13/2023	\$	(5,827.97)	Posted		Crumbie Law Group, LLC
Check	179379	0	02/13/2023	\$	(25.00)	Posted		Cynthia Mitchell
Check	179380	0	02/13/2023	\$	(25.00)	Posted		Cynthia N Rogers
Check	179393	0	02/13/2023	\$	(52.55)	Posted		Desire Sessions
Check	179394	0	02/13/2023	\$	(118,969.43)	Posted		Eagle Elevator Company, Inc.
Check	179369	0	02/13/2023	\$	(5,000.00)	Posted		Fred V Leone
Check	179381	0	02/13/2023	\$	(26.99)	Posted		Gayatri Rana
DD	0	29155	02/13/2023	\$	(1,871.10)	Posted		Gilson Software Solutions - PHA, LLC.
Check	179382	0	02/13/2023	\$	(1,173.48)	Posted		HD Supply Facilities Maintenance, Ltd
DD	0	29156	02/13/2023	\$	(315.00)	Posted		Holly A Bryk
DD	0	29163	02/13/2023	\$	(197.00)	Posted		Home Services & More, LLC
Check	179383	0	02/13/2023	\$	(100.00)	Posted		Jayden Terrell Thompsom
Check	179374	0	02/13/2023	\$	(300.00)	Posted		Johnson Controls Inc
Check	179384	0	02/13/2023	\$	(25.00)	Posted		Juanita Furlow
DD	0	29149	02/13/2023	\$	(8,333.33)	Posted		Kelly Group Consultants LLC
Check	179385	0	02/13/2023	\$	(61.63)	Posted		Kimberly Johansen
DD	0	29150	02/13/2023	\$	(26,487.07)	Posted		KJR Consulting
Check	179370	0	02/13/2023	\$	(435.20)	Posted		Legal Shield
Check	179386	0	02/13/2023	\$	(76.00)	Posted		Luz Oneida Baez Lopez
Check	179397	0	02/13/2023	\$	(50.00)	Posted		Luz Oneida Baez Lopez
DD	0	29164	02/13/2023	\$	-	Posted	02/21/2023	Mabel L Carroll
DD	0	29157	02/13/2023	\$	(18,100.00)	Posted		McCarter & English, LLP
Check	179387	0	02/13/2023	\$	(25.00)	Posted		Michael Sydney Perkins
DD	0	29158	02/13/2023	\$	(161.51)	Posted		Northwest Interpreters, Inc.
Check	179371	0	02/13/2023	\$	(442.38)	Posted		Online Information Services, Inc
DD	0	29159	02/13/2023	\$	(660.00)	Posted		Penfield Communications
DD	0	29160	02/13/2023	\$	(2,544.00)	Posted		Pride Cleaning Pros, LLC
Check	179388	0	02/13/2023	\$	(4,221.80)	Posted		Quadient Finance USA, INC
Check	179395	0	02/13/2023	\$	(2,819.92)	Posted		Ricoh USA Inc
DD	0	29151	02/13/2023	\$	(4,981.49)	Posted		Ringcentral, Inc
Check	179389	0	02/13/2023	\$	(25.00)	Posted		Sarmarian Tremble
DD	0	29165	02/13/2023	\$	(6,720.00)	Posted		Solar Youth Inc.
DD	0	29161	02/13/2023	\$	(1,263.72)	Posted		Stanton Equipment Inc.
Check	179396	0	02/13/2023	\$	(3,190.00)	Posted		State Of Connecticut
Check	179390	0	02/13/2023	\$	(50.00)	Posted		Tyler Da-Ron Cook
Check	179375	0	02/13/2023	\$	(174.41)	Posted		United Site Servcies Northeast, Inc
Check	179372	0	02/13/2023	\$	(80.00)	Posted		United Way of Greater New Haven
Check	179376	0	02/13/2023	\$	(140.67)	Posted		W. B. Mason Company Inc
Check	179391	0	02/13/2023	\$	(1,180.10)	Posted		W. B. Mason Company Inc
Check	179377	0	02/13/2023	\$	(7,951.85)	Posted		Water Pollution Control
DD	0	29166	02/14/2023	\$	(1,360.00)	Posted		212 Exchange Street LLC
DD	0	29170	02/14/2023	\$	(12,525.40)	Posted		360 Management Group. Co.
DD	0	29169	02/14/2023	\$	(58,102.75)	Posted		360 Management Group. Co.
DD	0	29168	02/14/2023	\$	(152,809.17)	Posted		360 Management Group. Co.
DD	0	29167	02/14/2023	\$	(3,941.08)	Posted		360 Management Group. Co.
DD	0	29171	02/14/2023	\$	(11,875.00)	Posted		A & R Enviromental LLC
DD	0	29172	02/14/2023	\$	(358,249.01)	Posted		A. Prete Construction Company, Inc
Check	179398	0	02/14/2023	\$	(6,465.00)	Posted		Ace Van & Storage, Inc.
DD	0	29173	02/14/2023	\$	(87,150.93)	Posted		BRD Builders, LLC
DD	0	29174	02/14/2023	\$	(35,942.94)	Posted		Christopher Williams Architects, LLC
Check	179403	0	02/14/2023	\$	(12,775.00)	Posted		Emek Security LLC
DD	0	29175	02/14/2023	\$	(5,448.50)	Posted		Enviromed Services, Inc.
Check	179404	0	02/14/2023	\$	(218.67)	Posted		F.W. Webb Company
Check	179400	0	02/14/2023	\$	(138.73)	Posted		Federal Express Corp.
Check	179399	0	02/14/2023	\$	(250.00)	Posted		Hands On Moving, LLC

Check	179405	0	02/14/2023	\$	(4,068.76)	Posted	Home Depot
DD	0	29176	02/14/2023	\$	(3,066.00)	Posted	Nobe Construction Company
Check	179401	0	02/14/2023	\$	(25.00)	Posted	Paulette Branch
Check	179402	0	02/14/2023	\$	(48,189.41)	Posted	United Illuminating
Check	179406	0	02/15/2023	\$	(455.04)	Posted	Calvin McGee
Check	179407	0	02/15/2023	\$	(203.05)	Posted	Calvin McGee
DD	0	29177	02/15/2023	\$	(23.36)	Posted	Crumbie Law Group, LLC
DD	0	29178	02/16/2023	\$	(4,330.00)	Posted	212 Exchange Street LLC
Check	179495	0	02/16/2023	\$	(200.00)	Posted	Ace Van & Storage, Inc.
Check	179496	0	02/16/2023	\$	(250.00)	Posted	Ace Van & Storage, Inc.
Check	179497	0	02/16/2023	\$	(250.87)	Posted	Advance Security Integration LLC dba Security 101
DD	0	29185	02/16/2023	\$	(200.00)	Posted	Alberta W Golden
DD	0	29186	02/16/2023	\$	(200.00)	Posted	Alicia M Spencer
Check	179487	0	02/16/2023	\$	(255.83)	Posted	Aramark Refreshment Services
Check	179498	0	02/16/2023	\$	(191.38)	Posted	Aramark Refreshment Services
Check	179499	0	02/16/2023	\$	(1,328.80)	Posted	Autoscribe Corporation
Check	179500	0	02/16/2023	\$	(200.00)	Posted	Avis Grant
Check	179501	0	02/16/2023	\$	(495.00)	Posted	Blosky & Associates
Check	179502	0	02/16/2023	\$	(200.00)	Posted	Christy A Pedini
DD	0	29179	02/16/2023	\$	(249.75)	Posted	Cohen Key Shop
DD	0	29187	02/16/2023	\$	(32.40)	Posted	Cohen Key Shop
Check	179503	0	02/16/2023	\$	(13,835.76)	Posted	Comcast Cable
DD	0	29188	02/16/2023	\$	(200.00)	Posted	Doris J Doward
Check	179504	0	02/16/2023	\$	(200.00)	Posted	Eric D Jowers
Check	179488	0	02/16/2023	\$	(130.98)	Posted	F.W. Webb Company
Check	179489	0	02/16/2023	\$	(9,828.00)	Posted	Frankson Fence Company
Check	179408	0	02/16/2023	\$	(97.30)	Posted	Frontier Communications of Company
Check	179409	0	02/16/2023	\$	(204.69)	Posted	Frontier Communications of Company
Check	179505	0	02/16/2023	\$	(4,216.35)	Posted	G.L. Capasso, Inc
Check	179490	0	02/16/2023	\$	(5,657.17)	Posted	HD Supply Facilities Maintenance, Ltd
Check	179506	0	02/16/2023	\$	(275.00)	Posted	Home Depot
DD	0	29180	02/16/2023	\$	(32,318.00)	Posted	Home Services & More, LLC
Check	179507	0	02/16/2023	\$	(200.00)	Posted	Janet Poole
Check	179508	0	02/16/2023	\$	(166.67)	Posted	Johnson Controls Inc
Check	179491	0	02/16/2023	\$	(23.63)	Posted	Johnson Controls US Holdings LLC
Check	179509	0	02/16/2023	\$	(48.86)	Posted	Kimberly Johansen
DD	0	29181	02/16/2023	\$	(305.00)	Posted	Kone Inc.
Check	179510	0	02/16/2023	\$	(608.16)	Posted	Lee Purvis
DD	0	29189	02/16/2023	\$	(200.00)	Posted	Linda Cross
Check	179511	0	02/16/2023	\$	(200.00)	Posted	Marta Laboy
Check	179512	0	02/16/2023	\$	(200.00)	Posted	Miquel Avila
DD	0	29190	02/16/2023	\$	(2,400.00)	Posted	Moore's Yard Care
DD	0	29182	02/16/2023	\$	(73.66)	Posted	New Horizon Communications Corp
Check	179513	0	02/16/2023	\$	(200.00)	Posted	Noraima Avila
DD	0	29183	02/16/2023	\$	(3,990.00)	Posted	O.T.W. Graffiti Removal Specialists, LLC
Check	179514	0	02/16/2023	\$	(200.00)	Posted	Olivia Lewis
DD	0	29191	02/16/2023	\$	(2,544.00)	Posted	Pride Cleaning Pros, LLC
Check	179443	0	02/16/2023	\$	(2,992.01)	Posted	Regional Water Authority
Check	179442	0	02/16/2023	\$	(281.67)	Posted	Regional Water Authority
Check	179441	0	02/16/2023	\$	(164.26)	Posted	Regional Water Authority
Check	179440	0	02/16/2023	\$	(95.87)	Posted	Regional Water Authority
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Check	179437	0	02/16/2023	\$	(5,400.78)	Posted	Regional Water Authority
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Check	179426	0	02/16/2023	\$	(484.20)	Posted	Regional Water Authority
Check	179425	0	02/16/2023	\$	(921.71)	Posted	Regional Water Authority
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Check	179410	0	02/16/2023	\$	(88.99)	Posted	Regional Water Authority
Check	179411	0	02/16/2023	\$	(4,437.86)	Posted	Regional Water Authority
Check	179412	0	02/16/2023	\$	(1,816.47)	Posted	Regional Water Authority
Check	179413	0	02/16/2023	\$	(132.18)	Posted	Regional Water Authority

Check	179414	0	02/16/2023	\$	(450.23)	Posted		Regional Water Authority
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Check	179418	0	02/16/2023	\$	(684.15)	Posted		Regional Water Authority
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Check	179421	0	02/16/2023	\$	(1,945.01)	Posted		Regional Water Authority
Check	179422	0	02/16/2023	\$	(413.61)	Posted		Regional Water Authority
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Check	179449	0	02/16/2023	\$	(179.68)	Posted		Regional Water Authority
Check	179450	0	02/16/2023	\$	(568.59)	Posted		Regional Water Authority
Check	179451	0	02/16/2023	\$	(259.13)	Posted		Regional Water Authority
DD	0	29192	02/16/2023	\$	(841.72)	Posted		Reitman Personnel Services, Inc.
Check	179447	0	02/16/2023	\$	(17.93)	Posted		Southern Connecticut Gas
Check	179446	0	02/16/2023	\$	(818.01)	Posted		Southern Connecticut Gas
Check	179445	0	02/16/2023	\$	(1,392.85)	Posted		Southern Connecticut Gas
Check	179444	0	02/16/2023	\$	(1,481.40)	Posted		Southern Connecticut Gas
Check	179515	0	02/16/2023	\$	(2,812.26)	Posted		Spark HoldCo, LLC dba Spark Energy Gas, LLC
Check	179492	0	02/16/2023	\$	(2,854.72)	Posted		Stanley Convergent Security Solutions, INC.
Check	179516	0	02/16/2023	\$	(3,190.00)	Posted		State Of Connecticut
Check	179517	0	02/16/2023	\$	(200.00)	Posted		Stevie Jackson
Check	179493	0	02/16/2023	\$	(460.00)	Posted		Supreme Corporation
Check	179518	0	02/16/2023	\$	(445.00)	Posted		Supreme Corporation
Check	179519	0	02/16/2023	\$	(13,778.55)	Posted		Torello Tire Inc.
Check	179448	0	02/16/2023	\$	(1,738.83)	Posted		United Illuminating
Check	179452	0	02/16/2023	\$	(861.22)	Posted		United Illuminating
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Check	179457	0	02/16/2023	\$	(1,498.75)	Posted		United Illuminating
Check	179458	0	02/16/2023	\$	(1,145.71)	Posted		United Illuminating
Check	179459	0	02/16/2023	\$	(1,134.57)	Posted		United Illuminating
Check	179460	0	02/16/2023	\$	(1,283.74)	Posted		United Illuminating
Check	179461	0	02/16/2023	\$	(1,421.79)	Posted		United Illuminating
Check	179462	0	02/16/2023	\$	(1,071.74)	Posted		United Illuminating
Check	179463	0	02/16/2023	\$	(432.46)	Posted		United Illuminating
Check	179464	0	02/16/2023	\$	(249.96)	Posted		United Illuminating
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Check	179468	0	02/16/2023	\$	(368.55)	Posted		United Illuminating
Check	179469	0	02/16/2023	\$	(101.17)	Posted		United Illuminating
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Check	179473	0	02/16/2023	\$	(821.99)	Posted		United Illuminating
Check	179474	0	02/16/2023	\$	(27.15)	Posted		United Illuminating
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Check	179476	0	02/16/2023	\$	(176.59)	Posted		United Illuminating
Check	179477	0	02/16/2023	\$	(23.86)	Posted		United Illuminating
Check	179478	0	02/16/2023	\$	(308.87)	Posted		United Illuminating
Check	179479	0	02/16/2023	\$	(264.74)	Posted		United Illuminating
Check	179480	0	02/16/2023	\$	(121.41)	Posted		United Illuminating
Check	179481	0	02/16/2023	\$	(6,267.16)	Posted		United Illuminating
Check	179482	0	02/16/2023	\$	(2,225.26)	Posted		United Illuminating
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Check	179484	0	02/16/2023	\$	(3,028.71)	Posted		United Illuminating
Check	179485	0	02/16/2023	\$	(2,221.88)	Posted		United Illuminating
Check	179486	0	02/16/2023	\$	(504.89)	Posted		United Illuminating
DD	0	29184	02/16/2023	\$	(37,266.62)	Posted		United Mechanical Resources Inc.
Check	179494	0	02/16/2023	\$	(257.84)	Posted		W. B. Mason Company Inc
Check	179520	0	02/16/2023	\$	(74.50)	Posted		W. B. Mason Company Inc
DD	0	29193	02/17/2023	\$	(200.00)	Posted		Al Mccoy Langston
DD	0	29194	02/17/2023	\$	(200.00)	Posted		Alberta Witherspoon
Check	179521	0	02/17/2023	\$	(4,000.00)	Posted		Area Cooperative Educational Services
Check	179522	0	02/17/2023	\$	(200.00)	Posted		Billy Ray Mathews
Check	179523	0	02/17/2023	\$	(200.00)	Posted		Brenda J Harris
Check	179524	0	02/17/2023	\$	(200.00)	Posted		Bruce Gatling
Check	179525	0	02/17/2023	\$	(200.00)	Posted		Clenison Dickey

Check	179526	0	02/17/2023	\$	(200.00)	Posted		David Anderson
DD	0	29195	02/17/2023	\$	(200.00)	Posted		Deborah Hudson
DD	0	29196	02/17/2023	\$	(200.00)	Posted		Dennis Nathaniel Jenkins
DD	0	29197	02/17/2023	\$	(200.00)	Posted		Donna Santiago
Check	179527	0	02/17/2023	\$	(200.00)	Posted		Giovanna Latina
Check	179528	0	02/17/2023	\$	(200.00)	Posted		Hector A Lozada-Osorio
DD	0	29198	02/17/2023	\$	(751.00)	Posted		Home Services & More, LLC
DD	0	29199	02/17/2023	\$	(8,965.00)	Posted		Ideal Printing Co. Inc
Check	179529	0	02/17/2023	\$	(540.58)	Posted		Johnson Controls Fire Protection LP
DD	0	29200	02/17/2023	\$	(200.00)	Posted		Jonathan Stewart
Check	179530	0	02/17/2023	\$	(200.00)	Posted		Judy Cosby
Check	179531	0	02/17/2023	\$	(200.00)	Posted		Kelly Nichols
Check	179532	0	02/17/2023	\$	(200.00)	Posted		Lagreta Riles
DD	0	29201	02/17/2023	\$	(200.00)	Posted		Larry Mcneil
DD	0	29202	02/17/2023	\$	(200.00)	Posted		Lavern Davis
Check	179533	0	02/17/2023	\$	(200.00)	Posted		Luz E Torres
Check	179534	0	02/17/2023	\$	-	Posted	03/03/2023	Maritza Baez
Check	179535	0	02/17/2023	\$	(6,282.75)	Posted		Northeast Generator
DD	0	29203	02/17/2023	\$	(200.00)	Posted		Patricia Mabry
Check	179536	0	02/17/2023	\$	(200.00)	Posted		Patricia Mackay
DD	0	29204	02/17/2023	\$	(200.00)	Posted		Patricia Thorpe
DD	0	29205	02/17/2023	\$	(200.00)	Posted		Pedro Octavio Jimenez
DD	0	29206	02/17/2023	\$	(200.00)	Posted		Perry Lamar Gary
Check	179547	0	02/17/2023	\$	(3,637.62)	Posted		Regional Water Authority
Check	179546	0	02/17/2023	\$	(940.92)	Posted		Regional Water Authority
Check	179545	0	02/17/2023	\$	(3,498.07)	Posted		Regional Water Authority
Check	179544	0	02/17/2023	\$	(1,850.80)	Posted		Regional Water Authority
Check	179543	0	02/17/2023	\$	(3,970.91)	Posted		Regional Water Authority
Check	179542	0	02/17/2023	\$	(272.15)	Posted		Regional Water Authority
Check	179541	0	02/17/2023	\$	(313.10)	Posted		Regional Water Authority
Check	179540	0	02/17/2023	\$	(1,385.10)	Posted		Regional Water Authority
Check	179539	0	02/17/2023	\$	(2,620.43)	Posted		Regional Water Authority
Check	179537	0	02/17/2023	\$	(149.96)	Posted		Regional Water Authority
Check	179538	0	02/17/2023	\$	(229.24)	Posted		Regional Water Authority
Check	179548	0	02/17/2023	\$	(200.00)	Posted		Roberto Roman-Negron
Check	179549	0	02/17/2023	\$	(200.00)	Posted		Russell Roberson
Check	179550	0	02/17/2023	\$	(200.00)	Posted		Shantour Jackson
Check	179551	0	02/17/2023	\$	(3,625.12)	Posted		Spark HoldCo, LLC dba Spark Energy Gas, LLC
Check	179552	0	02/17/2023	\$	(1,025.23)	Posted		Torello Tire Inc.
Check	179565	0	02/17/2023	\$	(17.81)	Posted		United Illuminating
Check	179564	0	02/17/2023	\$	(235.01)	Posted		United Illuminating
Check	179563	0	02/17/2023	\$	(1,162.26)	Posted		United Illuminating
Check	179562	0	02/17/2023	\$	(1,057.94)	Posted		United Illuminating
Check	179561	0	02/17/2023	\$	(816.48)	Posted		United Illuminating
Check	179560	0	02/17/2023	\$	(908.25)	Posted		United Illuminating
Check	179559	0	02/17/2023	\$	(662.61)	Posted		United Illuminating
Check	179558	0	02/17/2023	\$	(25.36)	Posted		United Illuminating
Check	179557	0	02/17/2023	\$	(119.98)	Posted		United Illuminating
Check	179556	0	02/17/2023	\$	(1,714.14)	Posted		United Illuminating
Check	179555	0	02/17/2023	\$	(449.07)	Posted		United Illuminating
Check	179554	0	02/17/2023	\$	(3,576.72)	Posted		United Illuminating
Check	179553	0	02/17/2023	\$	(24,650.98)	Posted		United Illuminating
DD	0	29207	02/17/2023	\$	(1,393.80)	Posted		United Mechanical Resources Inc.
Check	179566	0	02/21/2023	\$	(25.00)	Posted		Mabel L Carroll
Check	179594	0	02/22/2023	\$	(354.00)	Posted		Aflac
Check	179593	0	02/22/2023	\$	(283.20)	Posted		Aflac
Check	179592	0	02/22/2023	\$	(283.20)	Posted		Aflac
Check	179567	0	02/22/2023	\$	(7,043.80)	Posted		AM/PM Glass & Metal Fab., LLC
Check	179568	0	02/22/2023	\$	(200.00)	Posted		Angela Dixon
Check	179569	0	02/22/2023	\$	(200.00)	Posted		Annette Yancey
Check	179595	0	02/22/2023	\$	(52.26)	Posted		Cincinnati Copiers, Inc
DD	0	29208	02/22/2023	\$	(119.00)	Posted		Cohen Key Shop
Check	179570	0	02/22/2023	\$	(384.32)	Posted		Comcast Cable
Check	179596	0	02/22/2023	\$	(603.11)	Posted		Comcast Cable
Check	179571	0	02/22/2023	\$	(142.92)	Posted		Corporate Mailing Services LLC
Check	179572	0	02/22/2023	\$	(166.18)	Posted		De Lage Landen Financial Services, Inc
Check	179573	0	02/22/2023	\$	(288.15)	Posted		Frontier Communications of Company
Check	179597	0	02/22/2023	\$	(2,500.68)	Posted		Frontier Communications of Company
Check	179574	0	02/22/2023	\$	(200.00)	Posted		Gail Pressley
Check	179575	0	02/22/2023	\$	(2,892.65)	Posted		HD Supply Facilities Maintenance, Ltd
DD	0	29209	02/22/2023	\$	(1,666.50)	Posted		Home Services & More, LLC

DD	0	29217	02/22/2023	\$ (3,981.55)	Posted		Housing Authority of the City of New Haven
DD	0	29216	02/22/2023	\$ (1,704.40)	Posted		Housing Authority of the City of New Haven
DD	0	29215	02/22/2023	\$ (1,162.09)	Posted		Housing Authority of the City of New Haven
DD	0	29214	02/22/2023	\$ (3,801.56)	Posted		Housing Authority of the City of New Haven
DD	0	29213	02/22/2023	\$ (1,583.48)	Posted		Housing Authority of the City of New Haven
DD	0	29212	02/22/2023	\$ (1,352.47)	Posted		Housing Authority of the City of New Haven
DD	0	29211	02/22/2023	\$ (2,829.07)	Posted		Housing Authority of the City of New Haven
DD	0	29210	02/22/2023	\$ (5,876.94)	Posted		Housing Authority of the City of New Haven
DD	0	29223	02/22/2023	\$ (840.80)	Posted		Housing Authority of the City of New Haven
DD	0	29224	02/22/2023	\$ (10,117.73)	Posted		Housing Authority of the City of New Haven
DD	0	29227	02/22/2023	\$ (1,000.00)	Posted		Housing Insurance Services, Inc.
DD	0	29226	02/22/2023	\$ (564.00)	Posted		Housing Insurance Services, Inc.
DD	0	29225	02/22/2023	\$ (4,348.00)	Posted		Housing Insurance Services, Inc.
Check	179598	0	02/22/2023	\$ (7,957.00)	Posted		Hudson Housing Capital, LLC
DD	0	29228	02/22/2023	\$ (93.64)	Posted		John P Rafferty
DD	0	29218	02/22/2023	\$ (200.00)	Posted		Keith Davis
Check	179576	0	02/22/2023	\$ (733.12)	Posted		Kramden Enterprises, Inc/dba Eli's on Whitney
DD	0	29219	02/22/2023	\$ (2,733.40)	Posted		Kronos Incorporated
Check	179577	0	02/22/2023	\$ (4,872.58)	Posted		Laz Parking
Check	179578	0	02/22/2023	\$ (4,212.60)	Posted		Laz Parking
Check	179579	0	02/22/2023	\$ (200.00)	Posted		Major Banks
Check	179599	0	02/22/2023	\$ (18.34)	Posted		Marilyn Dawson
Check	179580	0	02/22/2023	\$ (100.00)	Posted		Massmutual Va.
Check	179581	0	02/22/2023	\$ (542.93)	Posted		Metropolitan Life Insurance Company USA
Check	179582	0	02/22/2023	\$ (52.56)	Posted		Online Information Services, Inc
DD	0	29220	02/22/2023	\$ (200.00)	Posted		Paul A Kates
Check	179583	0	02/22/2023	\$ (1,401.00)	Posted		Philadelphia Indemnity Insurance Company
Check	179584	0	02/22/2023	\$ (1,800.00)	Posted		Postmaster
Check	179585	0	02/22/2023	\$ (200.00)	Posted		Ralph Berryman
Check	179601	0	02/22/2023	\$ (1,403.51)	Posted		Regional Water Authority
Check	179600	0	02/22/2023	\$ (128.48)	Posted		Regional Water Authority
Check	179586	0	02/22/2023	\$ (200.00)	Posted		Sean Holland
Check	179603	0	02/22/2023	\$ (786.32)	Posted		Southern Connecticut Gas
Check	179602	0	02/22/2023	\$ (1,157.83)	Posted		Southern Connecticut Gas
Check	179604	0	02/22/2023	\$ (1,397.73)	Posted		Spark HoldCo, LLC dba Spark Energy Gas, LLC
Check	179588	0	02/22/2023	\$ (2,450.48)	Posted		Standard Insurance Company.
Check	179587	0	02/22/2023	\$ (2,450.48)	Posted		Standard Insurance Company.
Check	179605	0	02/22/2023	\$ (480.80)	Posted		Standard Insurance Company.
DD	0	29221	02/22/2023	\$ (200.00)	Posted		Teresa Nela Caporale
Check	179589	0	02/22/2023	\$ (1,187.96)	Posted		Torello Tire Inc.
Check	179590	0	02/22/2023	\$ (2,325.58)	Posted		United Illuminating
Check	179591	0	02/22/2023	\$ (1,374.87)	Posted		United Illuminating
Check	179614	0	02/22/2023	\$ (10,115.39)	Posted		United Illuminating
Check	179613	0	02/22/2023	\$ (55.18)	Posted		United Illuminating
Check	179612	0	02/22/2023	\$ (212.70)	Posted		United Illuminating
Check	179611	0	02/22/2023	\$ (558.06)	Posted		United Illuminating
Check	179610	0	02/22/2023	\$ (705.90)	Posted		United Illuminating
Check	179609	0	02/22/2023	\$ (2,248.51)	Posted		United Illuminating
Check	179608	0	02/22/2023	\$ (760.54)	Posted		United Illuminating
Check	179607	0	02/22/2023	\$ (1,654.57)	Posted		United Illuminating
Check	179606	0	02/22/2023	\$ (1,506.34)	Posted		United Illuminating
Check	179615	0	02/22/2023	\$ (2,066.62)	Posted		Verizon Wireless
DD	0	29222	02/22/2023	\$ (200.00)	Posted		Willard E. Ford
Check	179616	0	02/23/2023	\$ (131.85)	Posted		HD Supply Facilities Maintenance, Ltd
Check	179617	0	02/23/2023	\$ (1,643.40)	Posted		Southern Connecticut Gas
Check	179623	0	02/23/2023	\$ (1,233.36)	Posted		United Illuminating
Check	179622	0	02/23/2023	\$ (775.06)	Posted		United Illuminating
Check	179621	0	02/23/2023	\$ (1,126.09)	Posted		United Illuminating
Check	179620	0	02/23/2023	\$ (342.45)	Posted		United Illuminating
Check	179619	0	02/23/2023	\$ (2,208.08)	Posted		United Illuminating
Check	179618	0	02/23/2023	\$ (1,422.80)	Posted		United Illuminating
Check	179624	0	02/23/2023	\$ (272.00)	Posted		Yale New Haven Hospital
DD	0	29243	02/24/2023	\$ (2,696.83)	Posted		A&A Office System, Inc
Check	179634	0	02/24/2023	\$ (1,000.00)	Posted		Ace Van & Storage, Inc.
Check	179635	0	02/24/2023	\$ (724.40)	Posted		Aflac
DD	0	29241	02/24/2023	\$ (2,729.30)	Posted		Afscme Local 713/afscme Council 4
Check	179636	0	02/24/2023	\$ -	Posted	03/09/2023	Afscme Local 818
Check	179669	0	02/24/2023	\$ (224,761.41)	Posted		Anthem Blue Cross/Blue Shield
Check	179670	0	02/24/2023	\$ (750.79)	Posted		Aramark Refreshment Services
DD	0	29249	02/24/2023	\$ (157.50)	Posted		Berchem Moses PC
DD	0	29250	02/24/2023	\$ (166.98)	Posted		Cdw Government Inc

DD	0	29229	02/24/2023	\$	(1,705.70)	Posted	Cohen Key Shop
Check	179637	0	02/24/2023	\$	(14.52)	Posted	Comcast Cable
Check	179638	0	02/24/2023	\$	(203.35)	Posted	Comcast Cable
Check	179639	0	02/24/2023	\$	(133.83)	Posted	Comcast Cable
Check	179640	0	02/24/2023	\$	(133.83)	Posted	Comcast Cable
DD	0	29230	02/24/2023	\$	(3,096.52)	Posted	Crumbie Law Group, LLC
Check	179625	0	02/24/2023	\$	(1,071.34)	Posted	Deluxe Business Form
Check	179671	0	02/24/2023	\$	(3,435.00)	Posted	Eagle Elevator Company, Inc.
Check	179626	0	02/24/2023	\$	(1,428.00)	Posted	Emek Security LLC
Check	179672	0	02/24/2023	\$	(1,568.00)	Posted	Emek Security LLC
Check	179641	0	02/24/2023	\$	(5.21)	Posted	F.W. Webb Company
Check	179627	0	02/24/2023	\$	(2,625.00)	Posted	Frankson Fence Company
Check	179673	0	02/24/2023	\$	(4,586.34)	Posted	Frontier Communications of Company
DD	0	29242	02/24/2023	\$	(1,871.10)	Posted	Gilson Software Solutions - PHA, LLC.
Check	179628	0	02/24/2023	\$	(10,809.45)	Posted	HD Supply Facilities Maintenance, Ltd
DD	0	29231	02/24/2023	\$	(1,600.00)	Posted	Holly A Bryk
Check	179642	0	02/24/2023	\$	(550.00)	Posted	Home Depot
DD	0	29232	02/24/2023	\$	(2,137.64)	Posted	Home Services & More, LLC
DD	0	29244	02/24/2023	\$	(9,637.00)	Posted	Home Services & More, LLC
DD	0	29245	02/24/2023	\$	(1,980.90)	Posted	Infoshred, LLC
Check	179674	0	02/24/2023	\$	(540.58)	Posted	Johnson Controls Fire Protection LP
Check	179643	0	02/24/2023	\$	(60.00)	Posted	Johnson Controls Inc
Check	179629	0	02/24/2023	\$	(1,289.63)	Posted	Johnson Controls US Holdings LLC
DD	0	29233	02/24/2023	\$	(565.00)	Posted	La Voz Hispana Newsprint
DD	0	29246	02/24/2023	\$	(880.00)	Posted	M.A.C Computer Consulting, Inc
DD	0	29234	02/24/2023	\$	(18,000.00)	Posted	McCarter & English, LLP
DD	0	29251	02/24/2023	\$	(1,710.00)	Posted	McCarter & English, LLP
DD	0	29247	02/24/2023	\$	(9,473.97)	Posted	Mechanical Heating and Air Conditioning, Inc
Check	179644	0	02/24/2023	\$	(1,651.00)	Posted	New Haven Parking Authority
Check	179675	0	02/24/2023	\$	(360.00)	Posted	New Haven Parking Authority
DD	0	29235	02/24/2023	\$	(199.26)	Posted	Northwest Interpreters, Inc.
DD	0	29252	02/24/2023	\$	(17,333.36)	Posted	NuEnergen, LLC
DD	0	29236	02/24/2023	\$	(10,770.14)	Posted	Otis Elevator Company
DD	0	29237	02/24/2023	\$	(205.00)	Posted	Palace Garage dba York Service Center
DD	0	29238	02/24/2023	\$	(4,080.00)	Posted	Penfield Communications
Check	179631	0	02/24/2023	\$	(839.26)	Posted	Regional Water Authority
Check	179630	0	02/24/2023	\$	(111.36)	Posted	Regional Water Authority
Check	179645	0	02/24/2023	\$	(112.90)	Posted	Regional Water Authority
Check	179646	0	02/24/2023	\$	(6,150.57)	Posted	Regional Water Authority
Check	179647	0	02/24/2023	\$	(2,232.42)	Posted	Regional Water Authority
Check	179648	0	02/24/2023	\$	(1,395.74)	Posted	Ricoh USA Inc
Check	179649	0	02/24/2023	\$	(1,231.87)	Posted	Southern Connecticut Gas
Check	179650	0	02/24/2023	\$	(522.53)	Posted	Southern Connecticut Gas
Check	179651	0	02/24/2023	\$	(713.19)	Posted	Southern Connecticut Gas
Check	179652	0	02/24/2023	\$	(2,864.53)	Posted	Southern Connecticut Gas
Check	179653	0	02/24/2023	\$	(685.00)	Posted	Southern Connecticut Gas
Check	179654	0	02/24/2023	\$	(309.93)	Posted	Southern Connecticut Gas
Check	179655	0	02/24/2023	\$	(295.20)	Posted	Southern Connecticut Gas
Check	179656	0	02/24/2023	\$	(741.00)	Posted	Southern Connecticut Gas
Check	179676	0	02/24/2023	\$	(314.45)	Posted	Southern Connecticut Gas
DD	0	29253	02/24/2023	\$	(21,000.00)	Posted	Standard & Poor's Financial Services LLC
Check	179677	0	02/24/2023	\$	(10,219.22)	Posted	Standard Insurance Company.
DD	0	29239	02/24/2023	\$	(812.62)	Posted	Stanton Equipment Inc.
DD	0	29248	02/24/2023	\$	(10,031.25)	Posted	The Computer Company Inc
Check	179657	0	02/24/2023	\$	(176.60)	Posted	Torello Tire Inc.
Check	179632	0	02/24/2023	\$	(593.26)	Posted	United Illuminating
Check	179658	0	02/24/2023	\$	(696.92)	Posted	United Illuminating
Check	179659	0	02/24/2023	\$	(79.98)	Posted	United Illuminating
Check	179660	0	02/24/2023	\$	(156.34)	Posted	United Illuminating
Check	179661	0	02/24/2023	\$	(727.57)	Posted	United Illuminating
Check	179662	0	02/24/2023	\$	(218.22)	Posted	United Illuminating
Check	179663	0	02/24/2023	\$	(262.21)	Posted	United Illuminating
Check	179664	0	02/24/2023	\$	(460.64)	Posted	United Illuminating
Check	179665	0	02/24/2023	\$	(374.65)	Posted	United Illuminating
Check	179666	0	02/24/2023	\$	(270.72)	Posted	United Illuminating
Check	179667	0	02/24/2023	\$	(391.14)	Posted	United Illuminating
Check	179678	0	02/24/2023	\$	(371.00)	Posted	United Illuminating
Check	179679	0	02/24/2023	\$	(276.34)	Posted	United Illuminating
Check	179680	0	02/24/2023	\$	(588.61)	Posted	United Illuminating
Check	179681	0	02/24/2023	\$	(289.20)	Posted	United Illuminating
Check	179682	0	02/24/2023	\$	(717.95)	Posted	United Illuminating

Check	179683	0	02/24/2023	\$	(318.25)	Posted	United Illuminating
Check	179684	0	02/24/2023	\$	(525.60)	Posted	United Illuminating
DD	0	29240	02/24/2023	\$	(165.00)	Posted	United Mechanical Resources Inc.
Check	179633	0	02/24/2023	\$	(1,280.34)	Posted	W. B. Mason Company Inc
Check	179668	0	02/24/2023	\$	(2,016.15)	Posted	W. B. Mason Company Inc
Check	179695	0	02/27/2023	\$	(137.02)	Posted	Aramark Refreshment Services
DD	0	29256	02/27/2023	\$	(1,932.00)	Posted	Berchem Moses PC
Check	179691	0	02/27/2023	\$	(1,720.21)	Posted	Chamberlain Court Condominium Association, Inc.
Check	179692	0	02/27/2023	\$	(1,720.21)	Posted	Chamberlain Court Condominium Association, Inc.
Check	179693	0	02/27/2023	\$	(1,720.21)	Posted	Chamberlain Court Condominium Association, Inc.
Check	179694	0	02/27/2023	\$	(27,238.91)	Posted	City of New Haven
DD	0	29257	02/27/2023	\$	(632.40)	Posted	Cohen Key Shop
Check	179688	0	02/27/2023	\$	(125.10)	Posted	Federal Express Corp.
Check	179687	0	02/27/2023	\$	(301.97)	Posted	Federal Express Corp.
Check	179696	0	02/27/2023	\$	(4,065.82)	Posted	HD Supply Facilities Maintenance, Ltd
Check	179710	0	02/27/2023	\$	(1,442.01)	Posted	HD Supply Facilities Maintenance, Ltd
Check	179711	0	02/27/2023	\$	(336.64)	Posted	HD Supply Facilities Maintenance, Ltd
Check	179685	0	02/27/2023	\$	(435.20)	Posted	Legal Shield
Check	179697	0	02/27/2023	\$	(1,330.70)	Posted	Regional Water Authority
Check	179701	0	02/27/2023	\$	(338.16)	Posted	Southern Connecticut Gas
Check	179700	0	02/27/2023	\$	(1,035.91)	Posted	Southern Connecticut Gas
Check	179699	0	02/27/2023	\$	(1,553.98)	Posted	Southern Connecticut Gas
Check	179698	0	02/27/2023	\$	(1,859.20)	Posted	Southern Connecticut Gas
Check	179712	0	02/27/2023	\$	(1,400.35)	Posted	Southern Connecticut Gas
Check	179713	0	02/27/2023	\$	(64.50)	Posted	Southern Connecticut Gas
Check	179714	0	02/27/2023	\$	(138.17)	Posted	Southern Connecticut Gas
Check	179715	0	02/27/2023	\$	(5,365.31)	Posted	Southern Connecticut Gas
Check	179716	0	02/27/2023	\$	(1,205.22)	Posted	Southern Connecticut Gas
Check	179717	0	02/27/2023	\$	(186.08)	Posted	Southern Connecticut Gas
Check	179718	0	02/27/2023	\$	(512.35)	Posted	Southern Connecticut Gas
DD	0	29254	02/27/2023	\$	(9,862.50)	Posted	The Computer Company Inc
DD	0	29258	02/27/2023	\$	(9,772.75)	Posted	The Computer Company Inc
Check	179689	0	02/27/2023	\$	(1,191.55)	Posted	Torello Tire Inc.
Check	179702	0	02/27/2023	\$	(666.68)	Posted	Tyco Intergrated Security, LLC
Check	179690	0	02/27/2023	\$	(221.60)	Posted	United Illuminating
Check	179719	0	02/27/2023	\$	(244.54)	Posted	United Illuminating
DD	0	29255	02/27/2023	\$	(1,485.00)	Posted	United Mechanical Resources Inc.
Check	179686	0	02/27/2023	\$	(84.00)	Posted	United Way of Greater New Haven
Check	179703	0	02/27/2023	\$	(12,126.35)	Posted	W. B. Mason Company Inc
Check	179708	0	02/27/2023	\$	(6,419.07)	Posted	Water Pollution Control
Check	179707	0	02/27/2023	\$	(4,090.18)	Posted	Water Pollution Control
Check	179706	0	02/27/2023	\$	(850.86)	Posted	Water Pollution Control
Check	179705	0	02/27/2023	\$	(1,828.80)	Posted	Water Pollution Control
Check	179704	0	02/27/2023	\$	(737.29)	Posted	Water Pollution Control
Check	179709	0	02/27/2023	\$	(2,132.11)	Posted	Yale Termite & Pest Elimination Corp.
Check	179837	0	02/28/2023	\$	(17,039.46)	Posted	360 Management Group. Co.
Check	179836	0	02/28/2023	\$	(1,945.26)	Posted	360 Management Group. Co.
Check	179833	0	02/28/2023	\$	(132.96)	Posted	Aramark Refreshment Services
DD	0	29272	02/28/2023	\$	(529.44)	Posted	Ashley Shemone Keen
Check	179834	0	02/28/2023	\$	(475.00)	Posted	Home Depot
DD	0	29273	02/28/2023	\$	(529.44)	Posted	Jasmine Yvonne Johnson
Check	179835	0	02/28/2023	\$	(529.44)	Posted	Jazmin Boria
DD	0	29274	02/28/2023	\$	(529.44)	Posted	Jerry L. Blue
DD	0	29275	02/28/2023	\$	(516.42)	Posted	Keara Locke
DD	0	29276	02/28/2023	\$	(1,200.00)	Posted	Moore's Yard Care
DD	0	29277	02/28/2023	\$	(516.42)	Posted	Sarah Esther Garcia
DD	0	29278	02/28/2023	\$	(529.44)	Posted	Schatara McKiver
DD	0	29279	02/28/2023	\$	(529.44)	Posted	Shayla Foreman

Total payments issued

\$ (2,934,330.66)

President's Report

To: ECC/HANH Board of Commissioners

From: Karen DuBois-Walton, Ph.D., President

Date: March 21st, 2023

RE: President's March 2023 Report

I. Administrative

Happy Women's History Month! Today and everyday we celebrate the contributions of women and acknowledge the many women and girls who call ECC home. Closing gender wealth gaps through quality affordable housing and self-sufficiency services is an important aspect of the work that we do.

I wanted to update the Board on the concerns raised by our families at McQueeney Towers during last month's meeting. The temporary repair that was made to the hot water boiler has been successful and the disruptions to hot water have been eliminated. The temporary repair rerouted the back up boiler to serve as the primary boiler until the part is received. Once the part is in hand, the repair will be made and the primary boiler will be returned to service. The team took note of all other issues raised and entered work orders and addressed the resident concerns. Work with supportive services, security and NHPD are ongoing to address issues of nuisance, safety and security.

Since we last met, we kicked off the 1st of our Housing Series. Thank you to Will Viederman, Robin Miller Godwin and Desire Sessions who handled the logistics and ensured a successful event. We hosted a packed house of interested community members around a discussion entitled "Why is the Rent so D*** High?" Moderated by Will, an information panel including Shenae Draughn, Anika Singh Lemar and Kerry Ellington addressed a range of causes to housing costs and the impact on community. The evening was made even more powerful by the stories shared and pleas of audience members. Click here to read more: https://www.newhavenindependent.org/article/why_is_rent_so_unaffordable

Join us for the next two session on March 30th and April 13th where we will focus on the relationships between housing, transit, energy, health and economic development and understanding which level of government controls what.

With the legislative session well underway, we along with our coalition partners at Growing Together CT have been engaging legislators and providing testimony on a range of bills including Expansion of Housing Authority Jurisdiction, tenant protections, Fair Share, Transit Oriented Development and the Housing Growth Fund. Through a combination of zoning reforms, investment in housing development and a range of tenant protections, we have an opportunity to address the state's housing affordability crisis. Seeing a number of bills advance through the Housing committee, we remain hopeful that meaningful change may occur.

In our Administration Department, led by our VP Iris Collazo, we have undertaken a full update of our talent management activities including recruitment, onboarding, and talent management. We are excited to do this work within the frame of our equity, inclusion and belonging work. We have tested aspects of the work with small focus groups of employees and look forward to introducing it more fully in the coming months. I was pleased to be able to mention the work during this month's CLPHA podcast where I was invited to share thoughts on DEIB work at public housing authorities. Click here to listen to the podcast: <https://clpha.org/news/2023/point-podcast-episode-4-roundtable-racial-equity-inclusion-belonging>

We are proud sponsors of the "Practice of Democracy" exhibit curated for the Center for Housing Opportunity. The Practice of Democracy: A View From Connecticut examines how justice, equality and power appear in our

built environment — our cities and neighborhoods, the places we call home. This interactive exhibit will travel to three Connecticut cities: Bridgeport, New Haven, and Norwalk, illuminating a collection of local stories exploring how each of us experiences the values rooted in democratic principles and ideologies. It is currently on display from March 6 through April 14th at the NewAlliance Foundation Art Gallery at Gateway Community College, 20 Church St. New Haven. Please take a look at the city's history through the eyes of this collection.

We continue to track the CHRO case involving a former employee. Legal counsel has been assigned by our insurer and the case is pending.

Time Extension Granted per Resolution #02-25/10-R

- No Cost Time Extension with Consolidated Electric, LLC for electrical upgrade for St. Anthony I & II CCTV system from December 31, 2022 April 30, 2023 due to supply chain issues.
(PO# 22275-13738)
- No Cost Time Extension with Ed the Tree Man off State of Ct. contract set to expire on April 30, 2023 for Tree Removal Services January 31, 2023 to April 30, 2023.
(PO# 22247-13731)
- No Cost Time Extension with Hartford Truck & Equipment for Snow Removal Equipment off State of Ct. contract # 17PSX0118 March 31, 2023 to August 31, 2023.
(PO# 21814-13464)
- **Contract extension with Stanley Convergent Solutions for Door Access Controls Cooperative Purchasing Agreement from February 22, 2023, to September 30, 2023.**
(PO# 22327-13769)
- **Contract extension of time with CSC for pay per use laundry services from February 28, 2023 to September 30, 2023 (PO# 21814-13128)**
- **Contract extension with Stanton Equipment for Snow Removal Equipment from April 1, 2023 to June 1, 2023. (PO# 21183-13464)**
- **Contract extension with F. W. Webb off State of Ct. contract # 15PSX0193 set to expire on December 31, 2023, for Plumbing and Heating Supplies December 31, 2022, to December 31, 2023.**
(PO# 22219-13719)
- **No Cost Time Extension for Robert T. Wolfe PH1—Common Area Improvements: Change Order #9, contract extended to January 31, 2023 to accommodate long lead time items.**
- **No Cost Time Extension for Robert T. Wolfe PH2: Life Health and Safety Upgrades-- contract extended to January 30, 2023 to complete unforeseen mold abatement and related construction.**
- **No Cost Time Extension for Essex Fence and Basement Abatement to June 5, 2023 to replace fencing after Essex Envelope and Bathroom and Flooring Upgrades and maintain new warranty.**
- **No Cost Time Extension for 546 Woodward Avenue Reroofing until December 30, 2022 for structural repairs; completion prior to winter weather.**
- **No Cost Time Extension for Westville Manor Snow Removal Contract with 212 Exchange Street until March 31 2023**

- **No Cost Time Extension for McConaughy Snow Removal Contract with Nobe Construction until March 31, 2023**
- **No Cost time extension with AM PM Door & Installation for door repair services from December 31 to March 31, 2023 in order to re-procure services PO # 21154-13106 .**
- **No Cost time extension with Off The Wall Graffiti Removal for graffiti removal services from December 19, 2022 to March 31, 2023 PO # 21864-13495.**
- **New-Contract extension with Home Depot Pro Institution for inventory warehouse management December 31, 2022, to September 30, 2023 (PO# 22329-13790)**
- **No Cost time extension for the two (2) year option to renew with Hooker & Holcome Investment Advisors, Inc for Broker / Agent of Record / Consultant Services for HANH's Pension plan services for a period beginning on October 14, 2023 and ending on October 13, 2025.**
- **No Cost time extension for the two (2) year option to renew with Corporate Benefits Consultants for Broker / Agent of Record / Consultant Services for HANH's Medical, Prescription Drug Coverage, Vision Care, and Dental Care, Life Insurance, STD, LTD and AD & D plan services for a period beginning on October 14, 2023 and ending on October 13, 2025.**

II. Finance

January 2023 YTD Financials

The financial report covers four months (October 1 through January 31) of data. Total Revenues are \$41,134,033 and Total Expenses are \$34,393,538 (including depreciation expense of \$746,361). The excess of revenue over expenses is reduced by \$(3,838,619) capitalized expenditures. Depreciation expense add-back is \$746,361. The HANH Net Surplus of \$3,648,236 was as follows:

MTW Programs

- **Low Income Public Housing**

Net surplus is \$1,303,829 versus a budget net deficit of \$(291,064) for an overall favorable variance of \$1,594,893

- **Section 8 Housing Choice Voucher**

Net surplus is \$111,919 versus a budget deficit of \$(257,384). The favorable variance is \$369,303.

Non-MTW Programs

- **Business Activities showed surplus of \$89,392 compared with a budgeted deficit of \$(269,688), resulting in a favorable variance of \$359,080.**
- **Central Office Cost Center shows a net surplus of \$2,143,097 compared to a budgeted surplus of \$818,135 resulting in a favorable variance of \$1,324,962.**

January 2023												
	MTW Budget	MTW Actual	Variance	NON-MTW Budget	NON-MTW Actual	Variance	ELIMS Budget	ELIMS Actual	Variance	Total Budget	Total Actual	Total Variance
70500 TENANT REVENUE	416,466	668,937	252,471	32,000	-	(32,000)	-	-	-	448,466	668,937	220,471
70600 HUD REVENUE	37,819,824	36,984,837	(834,988)	88,888	51,948	(36,940)	-	-	-	37,908,712	37,036,785	(871,927)
70000 OTHER REVENUE	266,667	342,625	75,958	6,715,426	6,630,984	(84,442)	(3,481,409)	(3,545,297)	63,889	3,500,684	3,428,311	(72,373)
70000 TOTAL REVENUE	38,502,957	37,996,399	(506,558)	6,836,314	6,682,932	(153,382)	(3,481,409)	(3,545,297)	63,889	41,857,862	41,134,033	(723,829)
91000 OPERATING ADMINISTRATIVE	4,853,580	4,744,194	109,386	2,796,364	2,358,011	438,353	(3,481,409)	(3,545,297)	63,889	4,168,535	3,556,907	611,628
92500 TENANTS SERVICES	76,745	17,019	59,727	846,234	543,810	302,424	-	-	-	922,980	560,829	362,151
93000 UTILITIES	607,696	683,075	(75,379)	134,336	129,599	4,737	-	-	-	742,032	812,674	(70,642)
94000 MAINTENANCE	1,279,609	1,679,237	(399,628)	272,233	188,560	83,673	-	-	-	1,551,842	1,867,797	(315,956)
95000 PROTECTIVE SERVICES	65,538	48,545	16,993	9,655	3,853	5,802	-	-	-	75,193	52,398	22,796
96000 GENERAL EXPENSE	512,893	-	512,893	142,606	137,815	4,791	-	-	-	655,499	137,815	517,684
96100 INSURANCE PREMIUMS	263,043	264,524	(1,480)	1,613	-	1,613	-	-	-	264,656	264,524	133
96200 OTHER	120,913	570,350	(449,438)	-	-	-	-	-	-	120,913	570,350	(449,438)
96800 SEVERANCE EXPENSE	-	-	-	2,841,667	2,483,314	358,353	-	-	-	2,841,667	2,483,314	358,353
96900 TOTAL OPERATING EXPENSES	7,780,017	8,006,943	(226,926)	7,044,708	5,844,963	1,199,745	(3,481,409)	(3,545,297)	63,889	11,343,317	10,306,609	1,036,708
97100 EXTRAORDINARY MAINTENANCE	506,988	139,960	367,028	10,805	-	10,805	-	-	-	517,793	139,960	377,833
97200 CASUALTY LOSSES - NON CAPITALIZED	-	31,040	(31,040)	-	-	-	-	-	-	-	31,040	(31,040)
97300 HAP EXPENSE	25,146,553	23,169,569	1,976,984	-	-	-	-	-	-	25,146,553	23,169,569	1,976,984
97400 DEPRECIATION EXPENSE	1,046,612	558,930	487,682	104,519	187,431	(82,912)	-	-	-	1,151,131	746,361	404,770
90000 OTHER EXPENSES	26,700,153	23,899,499	2,800,654	115,324	187,431	(72,107)	-	-	-	26,815,477	24,086,930	2,728,547
TOTAL EXPENSES	34,480,170	31,906,442	2,573,728	7,160,032	6,032,394	1,127,638	(3,481,409)	(3,545,297)	63,889	38,158,794	34,393,538	3,765,255
RAD/DEV - MTW Fund Expenditures	(2,505,275)	(3,193,564)	688,289	(2,344,924)	(645,055)	(1,699,870)	-	-	-	(4,850,199)	(3,838,619)	(1,011,580)
Investment in the financing of affordable housing Dev	-	-	-	-	-	-	-	-	-	-	-	-
Reserve for interest on N/R	-	-	-	-	-	-	-	-	-	-	-	-
10010 Operating Transfer In	701,020	277,799	423,222	3,112,571	2,039,575	1,072,996	-	-	-	3,813,592	2,317,374	1,496,218
10020 Operating Transfer Out	(3,813,592)	(2,317,374)	(1,496,218)	-	-	-	-	-	-	(3,813,592)	(2,317,374)	(1,496,218)
10000 EXCESS OF REVENUE OVER (UNDER) EXPENSES	(1,595,060)	856,817	(2,451,877)	443,929	2,045,058	(1,601,130)	-	-	-	(1,151,131)	2,901,876	(4,053,007)
ADJ FOR DEPREICAIION EXPENSE	1,046,612	558,930	487,682	104,519	187,431	(82,912)	-	-	-	1,151,131	746,361	404,770
350 SURPLUS / (DEFICIT)	(548,448)	1,415,747	(1,964,195)	548,448	2,232,489	(1,684,042)	-	-	-	(0)	3,648,236	(3,648,237)

III. Operations

A. Vacancy Rate

HANH's current occupancy rate for the month for December 2022 is 96.4%. The agency goal is 96.00%. Attainment of this goal remains the primary objective for the Operations Department.

B. Rent Collection

Rent Collection – HANH's rent collection for the year to date ending the month of February 2023 is 69.55%. The agency goal is 95%. After many months of successfully reducing the TAR from a high in 2014, HANH saw the TAR reduced by over 75% prior to the COVID-19 pandemic. Rent collection has been poor over the past year and a half, however, staff is working with residents to get into compliance and to obtain rent relief resources through the city and state.

Total Collected

	CY 2022	CY 2023	Variance
January	65.57%	64.54%	-1.03
February	65.59%	69.55%	3.96
March	63.10%		
April	53.41%		
May	67.34%		
June	60.22%		
July	59.09%		
August	58.41%		
September	59.0%		
October	59.0%		
November	60.0%		
December	61.77%		
Average	61.04%	67.04%	

IV. Community and Economic Development (CED) Monthly Report

CARES Program Highlights

FSS/CARES Programs saw 2 residents successfully complete the program.

K. A :HOH successfully graduated w/ self-sufficiency via employment. During participation, HOH completed LPN training and obtained certification and improved her wages and work hours from \$10,500 to \$48,471. HOH was working a part-time job and moved from employer seeking growth and greater opportunities. While the HOH was given the green light to accomplish a homeownership goal, she was unsuccessful in securing a house for purchase due to current market conditions and since has decided to port to West Haven Housing Authority whom will be absorbing her HCV voucher. An escrow disbursement of \$12,930 shall be requested for HOH.

L. V.: reported during her goal update she has managed to save over 10k for her homeownership goal. She is currently working two (2) part-time jobs as a bus/shuttle driver and recently registered with NHS (Neighborhood Housing Services) and will attend their 8 hrs. homebuyer seminar.

FSS Resident Highlights:

FSS/CARES Programs saw 2 residents successfully complete the program –

- **SM:** Successfully graduated from FSS Program as of 12/20/2022. She enrolled in the program in 2017 with a yearly salary of \$0. The FSS program assisted her with achieving her goals in several ways. During her time in the program, she started her own cleaning business and was able to raise her income; she now brings in \$222,000 per year. Escrow benefits in the amount of \$6,125 will be disbursed. (See attached letter from Ms. Marshall)
- **CS –** Successfully graduated from FSS Program as of 12/9/2022 as she maintained suitable employment & financial wellness. She graduated with suitable employment as she continues working for Yale NH Hospital and her wages increased from \$24,923 to \$59,186. Escrow benefits in the amount of \$7,551 will be disbursed.

ECC Believes Program Highlights

- STEP student M. G is happy to return to HCV department
- New cohort of Youth Money Club (CAHS) with two workshops for youth residents slated to begin summer employment through ECC/HANH partnerships.
- YLC participants engaged in a Goal Setting Workshop held by SCSCU intern
- 2 YLC participants have applied for the STEP program

V.Planning and Modernization

HAI Loss Prevention Grants:

P&M applied for funding 5/31/2022, from HAI, our insurance company, for two reimbursement grants, Fire Loss Prevention, \$78,680, for installation of Fire Suppression Cannisters at each stovetop in our LIPH portfolio, and Storm Damage Prevention, \$770,760, for Tree and Shrub management and removal. ECC was awarded the Fire Loss Prevention Grant, September 19, 2022. This is a cooperative venture with the Planning and Modernization, Finance, and Operations Departments. Work has begun reducing ECC liability risk and making our communities safer.

HUD Emergency Safety and Security Grant:

P&M also applied to HUD for funding to address security upgrades at Robert T. Wolfe and George Crawford Manor. The grant would enable our high-rise Elderly and Disabled communities to have the extra layer of security necessary to exclude the influx of an uninvited element. The maximum award per HA annually is \$250,000. Application was submitted June 15, 2022, and the full amount was awarded, October 3, 2022.

Lead-Based Paint Capital Fund Program—Lead Grant Funding Years 2017 and 2020

HUD Housing Related Hazards 2020

- P&M responded to the HUD NOFA for the Housing Related Hazards for Fiscal Year 2020, due May 25, 2021. On September 29, 2021, ECC was awarded \$3,999,993., the highest amount to a Housing Authority, in the nation, to address the following Hazards at Scattered Sites, Essex, Crawford Manor, Wolfe: Smoke and Carbon monoxide, Radon, Mold and Vermin (high-rise buildings). Work will include inspections, testing, installation of equipment, treatments and post-abatement testing, as required. The grant covers abatements in buildings encompassing 402 units. Scheduling/testing has begun with CO & smoke detectors (HUD stated priority), Radon testing and mitigation. Mold is being addressed in conjunction with Lead abatement projects as well as separately. Inspections for the Vermin (Bedbugs, rodents and cockroaches) portion of the grant has begun. A 3rd Quarterly benchmark report has been sent to the HUD Washington and our Regional offices. We worked directly with the HUD Washington LBP and Housing Related Hazards Team and the our Regional Office regarding applicability of coverage for the grants as we progress through the construction and ongoing abatement design and procurement of contractors.

ECC Lead-Based Paint Capital Fund Projects

HUD Lead Grant 2017--ECC applied for and awarded \$986,260 in Sept 5, 2018:

HUD national office understood the need was greater and put out an additional NOFA.

HUD Lead Grant 2020--ECC applied and was awarded an additional \$3,700,000, in May 2021.

What we have completed to date:

- Obligated all \$986,260, 2017 LBP Grant funding by 9/6/2022 deadline.
- Tested all (299) LIPH family property units at risk for Lead Based Paint (Built before 1978).

- Units testing positive for lead were organized by priority in order of importance to address-- Amalgamated Prioritization Chart. Highest priority, units with children under the age of 6 years and actionable levels of lead.
- We are addressing units even if there are no children, now, as these could be rented in the future to a family with young children.
- ECC met with State of Connecticut and HUD Washington Lead Teams to align goals and verify plan of action.
- **Immediate action--Completed:**
 - Trained in-house staff to perform Interim Controls and to Follow Lead Safe Renovating practices
 - **Interim Controls:** Targeted highest priority units, temporarily removing lead dust while design and solicitation process was in progress
 - Highest priority Scattered site properties (**10 houses-17 units**)
 - McConaughy Terrace exterior source of lead dust--our largest Family development (**201 units**).
 - Removed Lead painted doors and friction components at McConaughy Terrace...no lead painted doors left at McConaughy Terrace (**201 units**).
- **Design, Abatement and Construction Complete** for Lead Abatement in the following properties:
 - 10 houses (**17 units lead safe**) in our Scattered Sites West Portfolio. Lead, encapsulated, including replacement of peeling porch components and encapsulation of some siding. These came first as they were highest on our Amalgamated Prioritization Chart.
 - Essex Townhouses (**32 units lead safe**) ...all known lead components have been removed from 32 units, not just encapsulated. Of the remaining 3 units (total of 35 units at Essex), all have encapsulated lead, to be removed in the new Essex Envelope Scope of work, in the process of window replacement.
 - McConaughy (201 units moved to redevelopment effort...however, units all had Interim Controls performed; More permanent Abatement to accompany redevelopment.
- **Redesign:** Upon receipt of the 2nd Lead Based Paint grant, design of remaining units were upgraded to remove instead of just encapsulate certain components, keeping to the priorities established by the testing. This was made possible due to the additional HUD funding and provides residents and ECC a more permanent and lasting solution to the Lead.
- **Other Housing Related Hazards:** ECC added elimination of other Housing Related Hazards upon receipt of a 3rd HUD grant \$3,999,993, where inspections identified significant mold, CO and Smoke detectors, vermin and Radon to mitigate or remove. Work on the multiple hazards started, and units with identified Radon, throughout the LIPH portfolio have been mitigated with installed piping and exhaust fan systems and confirmation testing. All properties have been inspected for needed CO and Smoke detectors and designs for more reliable hardwired systems is in process. Vermin are being addressed in conjunction with other construction projects. Mold is being addressed largely in the scattered sites AMPs, some properties with Lead Abatement work, others, separately.

Solicitations Awarded in 2022:

- **Group B: 3 Single-Family Houses** in the Scattered Site West portfolio (**Construction ongoing; on site start, September 2, 2022, completion anticipated April 14, 2023**)
- **Group C: 8 Units in 4 houses** in the Scattered Site East portfolio--**Solicitations went out for Bid, July 2022 for Construction Completion June 23, 2023:**
- **Group A: 1 house, Scattered Sites East portfolio,** Lead, mold and asbestos abatement with site safety and historic preservation requirements; Solicitation out for Bid September 2022, originally going to the October Board, for construction start in Spring, 2023; 2 Bids were received. Contractor with lowest responsible Bid was awarded the contract in December, 2022. The Contractor withdrew and the project is currently being resolicited, bids due March 17, 2023.

- **Group D: 21 houses** in the Scattered Sites East portfolio (houses currently without children under the age of 6 years but needing lead abatement for future family rentals). Design documents under review, for solicitation in February, 2023, including some mold abatement, bids due March 20, 2023.

Testing has also been performed by the Operations Department in our Elderly and Disabled community high-rise buildings, and Lead was addressed in the areas where children under 6 years were living (common areas). Not part of the Lead Grant work.; In Robert T. Wolfe Apartments, a resident reported a child with an elevated blood level (EBL), which ultimately resulted in medical testing which did not confirm evidence of an actual elevated blood level, 5 micrograms/deciliter. ECC proactively retested the building common areas and the child's unit and determined that an elevator floor contained lead dust above the allowable threshold. ECC's trained Lead Interim Controls team has cleaned the area and received environmental clearance by an accredited Environmental consultant. The local Department of Public Health is responsible for investigating the likely source of lead for the child. ECC remains committed to the health of our residents, especially the most vulnerable, young children. We did not wait for the official confirmation of an Elevated blood level to ensure the site was safe. Children's elevated blood levels should not be the tests which trigger safety measures.

In addition, ECC is not required to test for Lead in Water as part of the grant, however, ECC in its commitment to Residents, tested for lead in water and has abated any identified lead in water concerns, throughout the portfolio, not using the Lead Grant monies.

Testing results are shared with residents and explained, if needed. State of CT Lead education packet is shared and consultants are available for any technical clarification. Prior to Covid, Lead education packets were available in our lobby. We will be starting to make these available, again. Ongoing Lead Management Plans are being developed for completed Construction projects, as required by the HUD regulations.

P&M Projects 2020-2022

- **Scattered Sites: Heating and Gas Conversion:** Contract Documents completed. Contract out to bid in September 2019, yielded only one bid, 40% over cost estimate. Re-procurement yielded responsive bid approved by the Board. Construction started April 15, 2021 and original Scope of Work is, 100% complete. Related change order work completed with environmental testing. Final payment and closed out; Reimbursement to the tenants for oil in existing tanks has been completed.
- **Crawford Manor: ADA Entrance and Access Improvements and Fire Panel and Fire Pump Replacement:** ECC rescinded previously awarded contract due to COVID considerations. Project was repackaged to perform PH1- ADA entry and fire pump renovations. PH 2, Fire Panel replacement work which requires entry into resident units in an Elderly development, was postponed until deemed safe to proceed, due to COVID. Seven (7) bids were received for Phase 1 vestibule and fire pump replacement. In March 2021, Board approved contract award. ADA entry vestibule is completed, and in use. The fire pump is installed. Fire Marshal required a change in electrical panels, a change order which added time. A portion of the work has been paid for by CARES funding. Work extended to March 31, 2022, to accommodate the Fire Department Fire Watch schedule. PH 2, was re-bid, for the Fire Panel and addressable fire alarm system and Life Health and Safety Upgrades. Resolution was brought to the Board of Commissioners, in April, 2022. Time extended due to long lead times on equipment. Contract work is completed.
- **Robert T. Wolfe Renovations:** A team of architects, engineers, environmental consultants, Operations and Planning and Modernization staff completed a survey of critical needs, health, life and safety considerations. Cost estimates were evaluated, and prioritized projects selected for design; bids were solicited, and 2 non-responsive bids submitted. Project resolicited. An elevator consultant was procured to design for elevator repairs, which were procured separately; ECC Indefinite Quantities Architect assisted in approaching repairs in a novel way saving ECC almost

\$500,000 on the repairs. Due to COVID, Wolfe Phase 1 excludes work requiring entry into resident units or requiring relocation of residents in an elderly and disabled population; Construction on the community room, laundry room and corridors is completed. The Lobby and ADA entry work is largely completed pending delivery of a long lead-time item., Substantial completion, January, 2023. The project was rebid. A contract for Phase 2, for resident interior improvements was awarded, and preconstruction surveys were completed in March, 2020. 10-unit bathrooms will be replaced and miscellaneous other life health and safety improvements throughout the majority of the residential units. Work began on the 8th and 7th floors in February, 2022, and has progressed through the 1st floor. Additional life health and safety items have been identified, and are being addressed concurrently. These additional conditions are the result of new and worse conditions from over the two year period while Covid restrictions on entering units were in place. Phase II contract work reached Substantial completion in January 3, 2023, time extended due to unforeseen conditions.

- **McConaughy Terrace:** Sanitary and Storm Sewer Improvements; Two (2) bids were received, and the contract was awarded to the lowest responsible bidder. Construction started August 2020, replacing sanitary and storm sewers in sequence; delayed start due to COVID planning for safety of the community. Construction proceeded on schedule, however due to discovery and removal of contaminated soils, a wintertime extension was given. Additional soil disposal costs and general conditions cost were brought to the BOC. Substantial completion was reached 5/19/2021. This project has replaced all of the damaged and failing storm and sanitary sewer lines which were 70 years old, vastly improving health and safety for the 198 families and 3 communal areas at McConaughy Terrace. Project is closed out.
- **Physical Needs Assessments:** P&M solicited the services of architects and engineers to provide Physical Needs Assessments (PNAs) and Capital Needs Assessments for RAD which are recommended for planning capital and development projects. Procurement scheduled virtual interviews with both respondents. A contractor was selected and approved by the BOC, June 2021. All site inspections for the original scope have been completed. Reports are finalized. These include individual Replacement Reserves for each of the Scattered Site properties, which is a new and more practical approach. Resident youth was hired as part of the consultants' Section 3 commitment to assist on the project. The contract has been extended for 1 year, with no additional funds to enable ECC the option to request additional reports for development projects. A report for Eastview I was requested and provided to aid ECC in determining a plan for future renovations.
- **Essex Envelope and Site Fencing:** Project design completed. Scope of project included roof, gutter, siding, window, AC sleeve, asbestos pipe insulation abatement and fencing replacement. Project scope revised to include only Site fencing and asbestos pipe insulation, as these portions could be addressed without unit entry during COVID. Bids solicited in March for fencing and basement pipe abatement. Six bids received. Scope of work was rebid. Project awarded and pipe insulation abatement is 100% completed. Re-insulation, 100% complete. Site fencing installation was 100% complete, July 22, 2022; Contract was extended to allow for new fencing to be temporarily removed under warranty to make room for siding replacement. Contract end date will align with Essex Envelope project.
- **Essex Envelope and Bathroom and Flooring Upgrades:** This project will replace Roofs, Siding, Windows, Gutters and downspouts, provide code required AC sleeves, replace all bathrooms, and some flooring which is all beyond their Estimated Useful Life. This is a major improvement for residents of Essex Townhouses. Due to procurement issues the solicitation was cancelled, and the project put out to bid, again. Project awarded. Construction on site has begun on the roofs and windows. Work will proceed on the envelope (roof, siding, windows) and follow up with interior work, only when all materials have been received. In response to long lead time item schedules

some exterior work will begin which does not require resident relocation. Scheduled for construction completion, October 31, 2023.

- **ECC Design Standard Specifications:** P&M has updated the standard design and construction specifications in a comprehensive manner, soliciting input from the Glendower Group, Operations and 360 Management, to create a practical document for in-house and Consultant use. Project is completed.
- **425B Eastern Street:** P&M solicited A&E and environmental design services for a vacancy rehabilitation project. 425B Eastern Street sustained significant structural and cosmetic damage due to a fire. Solicitation received several bids; contract awarded. ECC's insurance company was contacted, and monies will be available for a portion of the repairs. Construction is complete, including change order work completed due to Fire Marshal request, and damage subsequent to design. City sign off received. Project closed out, and insurance betterment payment received.
- **437M&N Eastern Street:** P&M solicited A&E and environmental design services for a vacancy rehabilitation project. 437 M&N Eastern Street sustained significant structural and cosmetic damage due to a fire. Solicitation received several bids; contract awarded. ECC's insurance company was contacted. Roofing condition requires corrective structural fortification. Project was out for bid with bids due before Thanksgiving. Due to receiving only one bid, ECC resolicited the project and bids were due January 4, 2023. Contract awarded and NOA provided.
- **IQC Vacancy Contractor:** P&M and Operations working together to support vacant unit upgrade needs through management of 2 IQC painting and clean out contracts, one for high rise units and one for units with residential rates. Current contracts expired; Operation solicited quotes for new contracts which will be managed by Operations with Operations funding.
- **295 Wilmot Road—West Rock Community Center:** Structural Engineering study and cost estimate solicited to support Operations. Two areas identified requiring structural shoring. Shoring quotes solicited, with only 1 quote significantly above the independent cost estimate, and therefore, not accepted. Quotes were solicited for the shoring between Buildings 1&2 and a contract has been awarded. As of 3/7/2022, the shoring in the warehouse area has been completed. The Building is in use.
- **McQueeney Plaza Repair & Upgrades:** A reworking of the plaza at 360 Orange Street has expanded the brick plaza emphasizing and enhancing the entry to the 360 Management client office. In-house design; construction completed and project closed out.
- **Radon Mitigation at Scattered Sites Multi-family, Scattered Sites East and West:** Radon was identified in 8 units of housing in the Scattered Site (SS) Multi-family developments. Mitigation design is completed and out to bid. As part of the Housing Related Hazards Grant, SS East and SS West properties were tested and only a few units came back positive for radon. These units will be addressed under the same contract, with a separate funding source. Solicitations received 0 bids. Project was out for quotes, due 7/20/22. Contract is awarded. Project was completed in 30 days from the notice to proceed. Construction in the field was completed September 19th. Project closeout and disbursement of final payment, February, 2023 after receipt of all closeout documentation.
- **57 Mountaintop:** Scattered Sites East single-family home with extensive mold, requiring relocation of the household residents. Joint project between Operations Department and Planning & Modernization (P&M). Operations to address immediate mold abatement and miscellaneous housing upgrades to allow resident to return to the house. P&M has contracted with an Architect and Environmental consultant to design a remedy for long term remediation of the moisture source(s) which fed the mold and miscellaneous building and site upgrades. Operations has performed much of the needed immediate work, and the design for remediation is under review.

- **George Crawford Structural Evaluation:** ECC is conducting a structural evaluation of 90 Park Street, which is on the National Register of Historic Places. This structural evaluation will not only provide information on the condition of the structure of the building for current life safety, but will also provide information valuable to any future plans for the building. A contract has been finalized with a structural engineering firm, and project has begun.
- **546 Woodward Avenue:** ECC Contractor with Notice To Proceed has completed the roof work and is currently in closeout.

VI.The Glendower Group

- **Farnam Courts Phase II**

- For the purpose of Financing Glendower bifurcated the redevelopment of Phase II into two phases – 4% and 9%.
- Glendower Farnam Courts 4%, LLC (closest to Farnam 1), consists of 45 units and Glendower Farnam Courts 9%, LLC consists of 66 units including 52 affordable, a community building, and a park.
- 100% drawing completed on January 24, 2020.
- Haynes Construction has been selected to be the General Contractor for Phase II.

- **Farnam Courts Phase II 4%**

- Successfully closed on July 7, 2020.
- Notice to proceed issued to begin work on July 13, 2020.
- Construction completed and keys turned over on 10/13/21.
- Closeout process ongoing. Waiting on Environmental closeout reports and updated O&M Manuals with survey.
- Conversion to permanent completed on February 28, 2023.

- **Farnam Courts Phase II 9%**

- Successfully closed on December 17, 2020
- Notice to proceed issued to begin vertical and demolition work on December 18, 2020.
- Demolition of former Farnam buildings completed.
- Phase 2b building construction was completed in May 2022. Fencing and the playground installation began 9-12-22.
- HTCC application submitted on June 1, 2021, for additional funding in the amount of \$500,000 due to offset the cost of the sharp increase in lumber pricing across construction nationally caused by the Covid pandemic. Awarded the full amount on October 8, 2021.
- Conversion targeted for the 1st quarter of 2023.

- **Westville Manor**

- The Authority submitted a 9% LIHTC application in November 2016 to complete the offsite component on the Rockview Phase II site and was awarded. - Contract closing for Rockview Phase 2 occurred on June 20, 2019.
- The Authority issued an RFQ for a Master Planner for Westville Manor and selected a team composed of Ken Boroson Architects and Torti Gallas Planners.
- The planning team has begun scheduling the necessary steps to prepare for the first application for on-site redevelopment with a target of January 2022. This application will address the first phase of Westville Manor consisting of 50 total units and will include the 21 unit 3-story main building.
- It is anticipated that funding for the final Westville Manor on-site phase consisting of 59 units will be submitted under the 9% LIHTC CHFA round in 2022 or 2023.
- The master Planning Team held a series of meetings and charrettes in September 2018 and will completed a final recommendation to stakeholders in January 2019. The Authority submitted a RAD application for Westville Manor and was awarded.
- It was determined that a Planned Development District (PDD) was the best approach to the redevelopment of the site. A PDD application was submitted to the City of New Haven in January 2019 that will include the redevelopment of 109 units on site of which 80% will be RAD replacement units and 20% unrestricted. The Board of Alders approved the PDD in April 2019.
- Submitted a 9% LIHTC application for on-site Phase 1 on January 12, 2022. This application was not awarded. The application will be resubmitted under the CHFA 2023 9% LIHTC round (due January 11, 2023).
- Anticipated closing in 4th quarter of 2023.

▪ **RAD Portfolio Award**

- The Authority received a portfolio award, inclusive of 13 developments, detailed herein. They have been grouped as follows:
 - **Group I: Motley, Bush, Harvey and Newhall Garden**
 - Development completed and leased.
 - **Group IIA: Waverly and Stanley Justice and Fulton Park**
 - Development completed and leased.
 - **Group IIB: Valley Townhomes**
 - Submitted financing template to the Resource desk on November 2, 2021
 - HUD concept call completed on October 7, 2021.
 - Closing anticipated to be the December 2022. Targeting October 2022 CHFA board approval.
 - Closing completed on December 23, 2022.
 - Demolition began on January 6, 2023.
 - Final construction completion March 2024
 - **Group III: McQueeney, and Celentano**
 - Closed February 27, 2020.
 - Construction began on March 9, 2020.
 - Construction activities are **COVID delay of 8 weeks**. State and nationwide slowdowns and shutdowns are being monitored for possible schedule overruns.
 - Final completion for McQueeney October 31, 2021
 - Final completion for Celentano October 31, 2021
 - Conversion to permanent financing anticipated to be completed by June 1, 2022.
 - **Group IV: Ruoppolo and Fairmont,**

- Closed on March 11, 2021.
- Construction began March 15, 2021
- Final completion for Fairmont Heights May 31, 2022
- Final completion for Ruoppolo Manor May 31, 2022.
- Glendower is working on adding elevator code upgrades to Fairmont scope.
- Conversion targeted for second quarter 2023.

▪ **McConaughy Terrace**

- For the purpose of Financing Glendower bifurcated the redevelopment into two phases – 4% and 9% Low Income Housing Tax Credit applications.
- Glendower McConaughy Terrace 4%, LLC will consist of 92 affordable units and Glendower McConaughy Terrace 9%, LLC will consist of 104 affordable and 26 market rate units.
- 90% drawing completed on October 31, 2021 for the 9% phase.
- LaRosa Building Group, LLC has been selected to be the General Contractor for the Development.

▪ **McConaughy Terrace 4%**

- Submitted a LIHTC application to CHFA on November 12, 2021. Application awarded in conjunction with the 9% award identified below.
- Closing anticipated to be in 1st quarter of 2022.
- 92 total units, 66 rehab 26 new construction.
- Closing targeted for the 3rd quarter of 2023

▪ **McConaughy Terrace 9%**

- Submitted a LIHTC application to CHFA on November 12, 2021.
- Application was awarded under the 2021 competitive LIHTC round. The 9% LIHTC award also included approval of the 4% award.
- Closing anticipated to be on the 1st quarter of 2023.
- Phase includes the rehab of 130 units, 26 to be market rate.
- Closing targeted for the 3rd quarter of 2023

▪ **Scattered Sites**

- Scattered site is multifamily redevelopment which includes 88 units located in various part of the city. The developments are: 23 Chamberlain Street, 54 Kingswood Drive, 63 Fulton Street, 425 Eastern Street, 437 Easter Street, 1361 Quinnipiac Ave, 1368 Quinnipiac Ave, 1370 Quinnipiac Ave, 1376 Quinnipiac Ave, 1378 Quinnipiac Ave, 1381 Quinnipiac Ave, and 1435 Quinnipiac Ave.
- Submitted a 9% LIHTC application on January 12, 2022. Project was not awarded.
- Application will be resubmitted under the DOH DEP round.
- Anticipated closing in 1st quarter of 2024.

MEMORANDUM

TO: Board of Commissioners
DATE: March 21, 2023
FROM: Karen DuBois-Walton, Ph.D., President
RE: Resolution Authorizing ECC/HANH'S Acceptance of Capital Fund Program (CFP) 2023 Funds

ACTION: Recommend that the Board of Commissioners adopt Resolution Number 03-15/23-R

TIMING: Immediately

DISCUSSION: ECC/HANH received notification from HUD on February 17, 2023 of its Fiscal Year 2023 Capital Fund Program (CFP) formula amount. HUD requires submission of a 5-Year Action Plan and Annual Statement/Budget through its EPIC computer portal to receive these funds.

HUD allocates its capital funds on a formula basis. The work items for ECC/HANH's Capital Funds are included in yearly Moving to Work Plans. ECC/HANH's 2023 CFP allocation is \$3,033,147. As ECC/HANH continues to convert developments from public housing to project based Section 8 housing under the Rental Assistance Demonstration Program (RAD), the CFP formula is expected to decrease.

ECC/HANH's 2022 CFP allocation was \$2,718,137.

ECC/HANH is requesting Board of Commissioners authorization to accept the CFP 2023 funds and authorization of the actions of the President/Executive Director to execute, submit to HUD and revise when necessary any required forms and supporting documents for CFP 2023, including those annual plans and five-year plans submitted through HUD's EPIC portal, and expend the authorized funds.

FISCAL IMPACT: 2023 CFP formula amount is \$3,033,147

STAFF: Hannah Sokal-Holmes, VP Planning & Modernization

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION #03-15/23-R

RESOLUTION AUTHORIZING ECC/HANH'S ACCEPTANCE OF CAPITAL FUND PROGRAM (CFP) 2023 FUNDS IN THE AMOUNT OF \$3,033,147

WHEREAS, ECC/HANH received notification from HUD on February 17, 2023 of its Fiscal Year 2023 Capital Fund Program (CFP) formula amount; and

WHEREAS, HUD requires submission of a 5-Year Action Plan and Annual Statement/Budget through its EPIC computer portal to receive these funds; and

WHEREAS, ECC/HANH's 2023 CFP allocation is \$3,033,147; and

WHEREAS, as ECC/HANH continues to convert developments from public housing to project based Section 8 housing under the Rental Assistance Demonstration Program (RAD), the CFP formula is expected to decrease; and

WHEREAS, the CFP 2022 allocation was \$2,718,137; and

WHEREAS, the work items for this year's Capital Funds are included in ECC/HANH's Moving to Work Annual Plans.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

- 1) The Housing Authority of the City of New Haven's acceptance of CFP 2023 grant funds in the amount of \$3,033,147 is approved.
- 2) The President/Executive Director is authorized to execute, submit to HUD and revise when necessary any required forms and supporting documents for CFP 2023, including annual and five-year plans submitted through HUD's EPIC portal.
- 3) The President/Executive Director be and hereby is authorized, empowered and directed to execute and deliver any other required forms and agreements and expend the authorized funds.
- 4) The President/Executive Director be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing, including submission of subsequent budget and plan revisions/modifications.
- 5) The resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on March 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Dear Executive Director,

Today HUD's Office of Capital Improvements (OCI) is announcing the award of more than **\$3.2** billion in Fiscal Year (FY) 2023 Capital Fund Program (CFP) Formula Grant Awards to **2,770** housing authorities in all 50 states, as well as the District of Columbia, Guam, Puerto Rico and the U.S. Virgin Islands. We are so pleased to notify you of your agency's award!

Please visit the FY 2023 Capital Fund Processing Information Web page at the link below to view a list of awards by PHA and to review guidance on the processing of these grant awards. The ACC Amendment for your PHA's FY 2023 Capital Fund grant is attached to this e-mail.

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/capfund/2023pi

If you have any questions after viewing the processing guidance, please contact your local HUD Field Office or send an email to PIHOCI@HUD.gov with "Capital Fund Processing" as the subject.

Thank you for the important work you do on behalf of your residents and community. We look forward to partnering with you to put these funds to work improving Public Housing units nationwide and ensuring they provide decent, safe and healthy homes for their residents.

Sincerely,

David Fleischman, Director
Office of Capital Improvements

CAPITAL FUND PROCESSING GUIDANCE FOR FY 2023 GRANT AWARDS

This notice provides Public Housing Agencies (PHAs) with guidance on the Capital Fund Program (CFP) Award process for Fiscal Year (FY) 2023. The Department of Housing and Urban Development (HUD) will send each PHA receiving Capital Funds an email notifying the PHA of the award of a CFP Grant. PHAs are responsible for maintaining the correct contact information, including the correct email address for the Executive Director, in the Inventory Management System/Public Housing Information (IMS/PIC) system.

How will PHAs receive their FY 2023 Capital Fund ACC Amendments?

HUD will post a master ACC (Annual Contributions Contract) Amendment that has been signed by the Deputy Assistant Secretary (DAS) for the Office Public Housing Investments (OPHI) fulfilling the requirement for a HUD signature on the ACC Amendment.

PHAs will download a spreadsheet Master ACC Amendment from the Office of Capital Improvements (OCI) website (https://www.hud.gov/program_offices/public_indian_housing/programs/ph/capfund/2023pi).

The PHA will then open the spreadsheet, select the PHA code (causing the spreadsheet to prepopulate the grant specific information in the ACC Amendment) and then sign the ACC Amendment. Unlike previous years, PHAs now have the option to sign with a valid electronic signature. Alternatively, PHAs can print out the ACC Amendment, affix a written signature to it and then scan the signed ACC Amendment. Ultimately PHAs will upload the signed ACC Amendment to a Document Package in the Energy and Performance Information Center (EPIC) system as explained later in this processing guidance. Note that PHAs will sign the ACC Amendment with a signature by a person authorized to enter into agreements for the PHA.

- **OCI will obligate the awards in the Line of Credit Control System (LOCCS) upfront.** For PHAs with active Universal Entity Identifiers (UEIs) or Taxpayer Identification Numbers (TINs), the FY 2023 CFP awards will appear in LOCCS. Note that the Federal Government transitioned from using DUNS numbers to UEIs as of April 1, 2022.
- **PHAs will submit signed ACC Amendments and other required forms electronically in EPIC.** Instructions for how to use the Document Management Center are on the EPIC website (https://www.hud.gov/program_offices/public_indian_housing/programs/ph/capfund/epic). EPIC will not allow PHAs to submit an Annual Statement/Budget for the FY 2023 grant (triggering the spread of funds in LOCCS) until the FO has approved the document package in EPIC.

What can PHAs do now?

- PHAs must sign the ACC Amendments and have Board approved if required.
- PHAs without active UEI in the System for Award Management (SAM) or TIN numbers in the LOCCS system should take immediate action to resolve these issues.

- PHAs should submit their 5-Year Action Plan into EPIC covering FY 2023 to be approved the FO office as soon as possible.
 - For PHAs with rolling plans – the years should include FY 2023 -2027
 - For PHAs with fixed plans – FY 2023 must be included as one of the years. Please note, the PHA may need to revise its plan to be sure that the work activities it needs to accomplish with FY 2023 funds are in the approved plan.

- PHAs should assemble the following documents which will be submitted in EPIC when the CFP grants are uploaded into EPIC:
 - Written Statement Defining Significant Amendment/Modification
 - Lobbying Form - SFLLL
 - Certification of Compliance w/Public Hearing (HUD-50077-ST-HCV-HP for non-qualified PHAs or a statement for qualified PHAs)
 - Certification of Payments to Influence Federal Transactions - Form 50071
 - Civil Rights Certification
 - If Non-Qualified PHAs, prepare HUD form HUD-50077-ST-HCV-HP
 - If Qualified PHA, prepare HUD form HUD-50077-CR

When PHAs are notified that the grants are uploaded in EPIC they should begin creating and submitting their Initial Document Packages for review by their Field Office. PHAs are responsible for submitting the most recently approved OMB version of each form, and the correct form based on the size of the PHA.

EPIC:

For FY 2023 CFP awards, all PHAs are required to submit a CFP 5-Year Action Plan that covers FY 2023 in EPIC. A 5-Year Action Plan will be either Fixed or Rolling.

Please note: If a PHA has *never* created a 5YAP in EPIC, the user will need to create a new 5YAP using the green plus sign, this icon will only be available to a PHA user if a 5YAP has never before been created in EPIC. If a PHA has a previously created 5YAP then they must use the Copy Forward function.

Rolling 5-Year Action Plans: Covers a rolling, five-year period. A new plan is created every year and the current year becomes year one of each new rolling plan. For example, a PHA with a Rolling Plan is currently operating under a plan covering 2022 through 2026. The PHA would use the copy forward function to create a new CFP 5-Year Action Plan in EPIC. EPIC will automatically create a plan with a starting year of 2023, and the PHA will create and/or edit information on work activities for 2023 through 2027.

Fixed 5-Year Action Plans: Covers a static, five-year period. The same plan is used for 5 years even after the first year has passed. A new plan is created (copied forward) when the PHA completes the 5th year on the current plan. The PHA would use the copy forward function to create a new CFP 5-Year Action Plan in EPIC. EPIC will automatically create a plan with the correct starting year, and the PHA will create and/or edit information on work. If a new plan is not yet due, then the PHA would use their existing approved Plan. For example, suppose a

PHA is currently operating under a Fixed CFP 5-Year Action Plan for FYs 2021 through 2025. The PHA would not be required to submit a new CFP 5-Year Action Plan in EPIC for the FY 2023 CFP award, but would revise the existing plan as needed to reflect changes. PHAs are still required to conduct an annual CFP hearing to receive resident feedback and provide proof of board approval and certifications of compliance with annual CFP hearing procedures regardless of whether they are using rolling or fixed 5-Year Action plans.

5-Year Action Plan Approved in EPIC. To be authorized to spend FY 2023 CFP Grants, PHAs must have a CFP 5-Year Action Plan that includes FY 2023 approved in EPIC.

PHAs will use the approved 5-Year Action Plan as the basis for their 2023 Annual Statements/Budgets. HUD Field Offices (FOs) review and approve or withhold approval, as appropriate for each PHA's 5-Year Action Plan in EPIC. PHAs with an approved 5-Year Action Plan in EPIC may revise amounts to reflect actual awards and may "funge", or reschedule, approved activities from one year to another without seeking additional FO approval. PHAs funging or rescheduling work activities should remain in compliance with statutory and regulatory requirements for obligations and expenditures. Once the FO has approved a CFP 5-Year Action Plan in EPIC, a PHA may continue to modify the plan to reflect changing circumstances and decisions: while many modifications, such as adjusting estimated amounts, do not require additional FO approval, other changes, such as the addition of new work activities, will require FO review and approval in EPIC. Such changes will trigger a Revision in the system.

For more information visit the Capital Fund Program EPIC [website](#), which has User Guides to assist PHAs with EPIC reporting.

In order to spread or re-spread Budget Line Items (BLI) in LOCCS, PHAs submit an Annual Statement/Budget or Annual Statement/Budget Revision in EPIC. LOCCS will be updated to reflect the changes within a few business days without any action on the part of FOs. EPIC may prevent the submission of Annual Statements/Budgets that do not comply with all requirements, including ceilings on certain BLIs and restrictions on the use of BLIs specific to debt service and to the Rental Assistance Demonstration (RAD) program. PHAs should continually update Annual Statements/Budgets in EPIC to reflect the planned spending on specific work items as needed, even if the work categories fall under the same BLI. PHAs should submit a final Annual Statement/Budget, and/or Performance and Evaluation Report (P&E) if requested by HUD, reflecting final expenditure amounts and Work Activities and select the "Mark as Final" option when they have expended all of the grant funds they intend to expend on a grant.

Updated SAM registration/Unique Entity ID (UEI) Number. The UEI registration in the System for Award Management (SAM) is a requirement to receive federal awards, and the registration must be active. If you have an expired registration in SAM or there is a discrepancy between your UEI number and your Tax Identification Number (TIN), your FY 2023 CFP grant will not be obligated/awarded until the registration is updated. Contact your FO for assistance with resolving SAM/UEI number issues. Once the UEI registration is updated HUD will obligate the funds and issue an ACC Amendment. Please note that the obligation end date of

the FY 2023 grant will remain the same, so PHAs with expired UEI numbers will have less than 2 years to obligate the funds.

What documents do PHAs have to submit to HUD in the EPIC Document Package?

- FY 2023 Capital Fund ACC Amendment
 - Lobbying Form - SFLLL

 - Certification of Compliance w/Public Hearing: (PHA must have a copy of one of the following.)
 - For Non-Qualified PHAs* - HUD form HUD-50077-ST-HCV-HP includes this certification
 Y / N Was the public hearing conducted in FY 2023
 - For Qualified PHAs* - A statement certifying that the PHA conducted a public hearing in compliance with 24 CFR Part 905, signed and dated by the Executive Director.
 Y / N Was the public hearing conducted in FY 2023
 - HUD form 50071, Certification of Payments to Influence Federal Transactions (if applicable)

 - Civil Rights Certification: (PHA must have a copy of one of the following.)
 - For Non-Qualified PHAs* - HUD form HUD-50077-ST-HCV-HP
 - For Qualified PHAs* - HUD form HUD-50077-CR
-
- ❖ *Qualified PHAs must submit a separate statement certifying that a public hearing was held.* For Non-Qualified PHAs, this certification is included in the HUD form HUD-50077-ST-HCV-HP.

 - ❖ HUD Form 50071 is only applicable if the PHA paid for lobbying activities.

 - ❖ The PHA is required to hold a public hearing and meet with the Resident Advisory Board (RAB) to advise residents of the proposed CFP 5-Year Action Plan covering FY 2023. The PHA may elect to conduct the annual public hearing at the same time as the hearing for the PHA Plan.

 - ❖ *Civil Rights Certification and Lobbying Form SFLLL.* If the PHA has already submitted these forms, please submit a duplicate copy with the EPIC Document Package.

Additionally, PHAs must submit the following:

Written Statement Defining Significant Amendment/Modification to a CFP 5-Year Action Plan. Each PHA must submit a written statement defining the criteria the PHA will use for determining a significant amendment or modification to the CFP 5- Year Action Plan. In addition to the criteria established by the PHA, **a proposed demolition, disposition, homeownership, RAD conversion, Capital Fund Financing, development, or mixed finance proposal is considered by HUD to be significant amendment to the CFP 5-year Action Plan** based on the Capital Fund Final Rule. This must be submitted as a separate written statement.

Recommendations and Comments Received during the Public Hearing and Resident Consultation. The PHA must include a copy of the comments and recommendations that were received during the public hearing and resident consultation. The PHA must also include a description of how it addressed the recommendations from the RAB and any comments from the public before it submits the CFP 5-Year Action Plan to HUD.

Moving To Work (MTW) PHAs: MTW PHAs should refer to the submission requirements outlined in their MTW agreement with HUD. The requirements for MTW PHAs may not align with the requirements above.

Additional Information Regarding the FY 2023 Capital Fund Grants:

Prohibition regarding Procurement of Security Equipment produced by Huawei Technologies Company or ZTE Corporation. Per 2 C.F.R. § 200.216 and Public Law 115-232, section 889, Capital Fund Program grantees are prohibited from using grant funds to purchase, lease, or renew or extend contracts for security equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

FY 2023 High Performer Designations. Pursuant to 9(d)(2)(E) of the United States Housing Act of 1937 (1937 Act) and 24 CFR 905.400(l), OCI adjusts formula allocations to award up to a 5% bonus to PHAs that are designated as High Performer PHAs under the Public Housing Assessment System (PHAS). In previous years the Department indexed the PHAS High Performer designations that it used to calculate a Capital Fund formula allocation to designations determined for a specific Federal Fiscal Year. For the FY 2022 formula calculation, the Department shifted its methodology as noted in last year's processing guidance:

*“ . . . the Department is shifting to using the most recent High Performer designation determined as of the **date of the appropriation** [emphasis added] of funding for the Capital Fund.”*

For FY 2023, the Department is further adjusting its methodology to shift from using the most recent High Performer designations as of the *date of the appropriation* to using *June 30 of the previous fiscal year* so as to align with the reporting date used for Capital Fund Certification in the IMS/PIC system. The Department anticipates using this updated methodology in future years.

Reimbursement of CFP Eligible Activities Funded with other Sources. PHAs are not permitted to use any amount of a CFP grant to reimburse for eligible Capital Fund activities that were funded from another source. All Capital Fund obligations, expenditures, and disbursements must be recorded to the grant.

Notification of Closeout or Future Public Housing Development (HUD-5837). This form is notification to HUD of a PHA's intention to either closeout from the public housing program or develop new public housing units. Such removal may be through any applicable law or HUD

program, which may include Sections 18, 22, 33, 32 of the 1937 Act or the Rental Assistance Demonstration (RAD) program.

Flexibility for Capital Fund Amounts. Starting with FY 2015 CFP awards, the limitation on Capital Funds used for Operating Fund eligible activities under BLI 1406 is increased from 20% to 25%, as identified in paragraph 2 of the FY 2023 CFP ACC Amendment.

A PHA with less than 250 public housing units, that is not designated as troubled under PHAS, may continue to use up to 100% of its annual CFP grant in BLI 1406 for activities that are eligible under the Operating Fund at 24 CFR Part 990, except that the PHA must have determined that there are no debt service payments, significant Capital Fund needs, or emergency needs that must be met prior to transferring 100% of its Capital Funds to Operating Fund purposes. A PHA may not use funds under BLI 1406 for CFP modernization activities. Those activities are to be reported under BLI 1480.

Waiver for Anticrime and Antidrug Activities for Large PHAs (those owning/operating 250 or more public housing units). As noted above, for FY 2023 the limitation in section 9(g)(1) of the 1937 Act is increased from 20% to 25%. For FY 2023 the Secretary may waive this limitation to allow PHAs to fund activities authorized under section 9(e)(1)(C) of the 1937 Act which allows PHAs to use Operating Funds for anticrime and antidrug activities, including the costs of providing adequate security for public housing residents, including above-baseline police service agreements.

Large PHAs seeking to place more than 25% of FY 2023 Capital Funds onto 1406 Operations for anticrime and antidrug activities ONLY must request a waiver in writing addressed to the Director of the Office of Capital Improvements, 451 7th St. SW, Washington, DC 20410, and the local FO. Requests may also be e-mailed to PIHOCI@hud.gov.

The PHA *must* provide the following information and documentation along with its waiver request:

In thorough and concise narrative form,

- Identify the amount above 25% of the FY 2023 CFP award both in dollars and by percentage the PHA seeks to transfer to BLI 1406 Operations
- Identify and describe the threat that crime and drug-related activity poses to health and safety of PHA's public housing residents
 - Describe whether this is a new threat, ongoing, or increased threat
 - Include the most recent crime data of the PHA's locality (e.g., town, city, parish, or county) from a recognized source such as local law enforcement or Uniform Crime Reports that lists types and numbers of offences (may include as an attachment)
- Identify the applicable projects(s)
- Identify and describe the specific anticrime and antidrug activities the PHA plans to undertake, including the costs of such activities
- Optional Attachments:* The PHA may also wish to include supporting narrative or agreements from one or more of the following:
 - Resident Advisory Boards or PHA security personnel;

- local Community Policing Organizations; OR
- local officials (e.g., business council executives, or city council executives).

PHA Plan Submission. In order to comply with the requirements of 24 CFR 903.7(g), PHAs are required to include a statement of capital improvements needed in the PHA Annual Plan. To satisfy that requirement, a PHA must reference its latest HUD approved CFP 5-Year Action Plan covering the current Fiscal Year in its PHA Plan, prior to submission of the PHA Annual Plan. PHAs can reference the form by including the following language in Section 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on XX/XX/XXXX.”

Environmental Review. In accordance with the changes in process announced in Notice 2016-22, all activities at project site(s) assisted or to be assisted by HUD must receive environmental clearance before the PHA takes any choice-limiting actions or obligates any funds. HUD has made a programmatic determination under Part 50 that the operating activities listed in Appendix A of Notice 2016-22 are not subject to further environmental review; for any other activities, PHAs must request and receive clearance from either a Responsible Entity or HUD.

HUD FOs are not required to withhold approval of CFP 5-Year Action Plans or place manual holds on CFP grants in LOCCS, pending receipt of environmental clearance documentation. However, HUD FOs may elect to do so as part of enhanced monitoring.

Even though FOs are permitted to approve CFP 5-Year Action Plans without confirming environmental clearance, the Work Activity Description in a PHA’s CFP 5-Year Action Plan must provide sufficient specificity to facilitate effective HUD FO review of the plan and subsequent environmental review monitoring. Specificity is required so that FOs staff can determine the level of environmental review required for a given work activity. PHAs are encouraged to enter information in the Description field on the scope of the activity (e.g., number of units impacted). For example, for a work activity covering roof replacement, a sufficient description may read: “Installing new 20-year roof, as well as gutters and soffits, at low-rise building containing 5 Public Housing units.” A work description simply stating “Roof” would be insufficient because it does not indicate whether the activity will cover full-scale replacement of the roof or simply patching portions of the roof, a distinction with implications for the level of environmental review required.

PHAs Rejecting a Capital Fund Grant. If a PHA elects to reject any CFP grant(s), the Executive Director must send a written statement to the local HUD FO which identifies the grant number(s) and dollar amount(s) of the grant(s) to be rejected. PHAs are also required to have on file a resolution from its board rejecting the CFP grant(s) for the fiscal year.

Additional Information. If you have any questions or need additional information, please contact the FO staff in your jurisdiction. For assistance from PIH Headquarters, OCI, you may email your questions to PIHOCI@HUD.gov.

HUDPIH-516391410-352 (351) Last Updated 2/16/2023

Part I: Summary						
PHA Name: Housing Authority of the City of New Haven		Grant Type and Number Capital Fund Program Grant No: CT26P00450123 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2023 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations (may not exceed 20% of line 21) ³					
3	1408 Management Improvements					
4	1410 Administration (may not exceed 10% of line 21)					
5	1480 General Capital Activity					
6	1492 Moving to Work Demonstration	2,664,184.50				
7	1501 Collateralization Expense/Debt Service Paid by PHA					
8	1503 RAD-CFP					
9	1504 RAD Investment Activity					
10	1505 RAD-CPT					
11	9000 Debt Reserves					
12	9001 Bond Debt Obligation Paid via System of Direct Payment	368,962.50				
13	9001 Loan Debt Obligation Paid via System of Direct Payment					
14	9900 Post Audit Adjustment					
15	Amount of Annual Grant: (sum of lines 2 - 14)	3,033,147.00				
16	Amount of line 15 Related to LBP Activities					
17	Amount of line 15 Related Sect 504, ADA, & Fair Housing Activities					

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

Part I: Summary						
PHA Name: Housing Authority of the City of New Haven		Grant Type and Number Capital Fund Program Grant No: CT26P00450123 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant:2023 FFY of Grant Approval:	
Type of Grant						
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)		
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
18	Amount of line 15 Related to Security - Soft Costs					
19	Amount of line 15 Related to Security - Hard Costs					
20	Amount of line 15 Related to Energy Conservation Measures					
Signature of Executive Director*: Karen DuBois-Walton, Ph.D., President/Executive Director			Signature of Public Housing Director		Date	
Date _____						

*I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, or submitting a false fictitious or fraudulent statement, representation or certification may result in criminal, civil and/or administrative sanctions, including fines, penalties, and imprisonment.

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

Part II: Supporting Pages								
PHA Name: Housing Authority of the City of New Haven			Grant Type and Number Capital Fund Program Grant No: CT26P00450123 CFFP (Yes/ No): No Replacement Housing Factor Grant No:			Federal FFY of Grant: 2023		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
Agency-wide	Administration (salaries & benefits)	1492		303,314				
Agency-wide	IQC A&E (design, estimates, monitor); IQC Environmental (test, scope, monitor)	1492		275,000				
Agency-wide	Vacancy rehabilitation	1492		40,000				
CT004000010/Crawford	Interior & exterior upgrades: kitchens, baths, windows, floors, walls, ceilings, paving, masonry, fire safety, etc.	1492		600,000				
CT004000013/Wolfe	Interior & exterior bldg upgrades: kitchens, baths, electrical, plumbing, floors, ceilings, etc.	1492		100,000				
CT004000020/Essex	Interior & exterior upgrade: kitchens, baths, electrical, plumbing, floors, walls, ceilings, paving, etc.	1492		250,000				
CT004000021/Scattered Sites Multi	Interior & exterior upgrade: mech-elect-plumb, kitchens, baths, roofs, siding, fencing, paving, etc.	1492		400,000				
CT004000022/Scattered Sites West	Interior & exterior upgrade: mech-elect-plumb, kitchens, baths, roofs, siding, fencing, paving, lighting, etc.	1492		200,000				
CT004000023/Scattered Sites East	Interior & exterior upgrade- mech-elect-plumb, kitchens, baths, roofs, siding, fencing, paving, lighting, etc.	1492		495,870.50				
CT004000076/Brookside Phase 1 Rental	Bond debt obligation	9001		368,962.50				

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program					
Housing Authority of the City of New Haven				Federal FFY of Grant: 2023	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
Agency-wide	2-16-25		2-16-27		
CT004000010/Crawford	2-16-25		2-16-27		
CT004000013/Wolfe	2-16-25		2-16-27		
CT004000020/Essex	2-16-25		2-16-27		
CT004000021/Scattered Sites Multi	2-16-25		2-16-27		
CT004000022/Scattered Sites West	2-16-25		2-16-27		
CT004000023/Scattered Sites East	2-16-25		2-16-27		
CT004000076/Brookside Phase 1 Rental	2-16-25		2-16-27		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0157
 Expires 03/31/2020

Part I: Summary						
PHA Name/Number New Haven		Locality New Haven, CT		Original 5-Year Plan		
CT004				Revision No:		
A.	Development Number and Name	Work Statement for Year 1 FFY 2023	Work Statement for Year 2 FFY 2024	Work Statement for Year 3 FFY 2025	Work Statement for Year 4 FFY 2026	Work Statement for Year 5 FFY 2027
B.	Physical Improvements Subtotal	Annual Statement \$509,770		\$547,194	\$547,194	\$547,194
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		\$114,889	\$77,465	\$77,465	\$77,465
F.	Other (Fees & Costs)		\$150,000.50	\$150,000	\$150,000	\$150,000
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing -- Debt Service		\$374,237.50	\$0	\$0	\$0
K.	Total CFP Funds		\$1,148,897	\$774,659	\$774,659	\$774,659
L.	Total Non-CFP Funds					
M.	Grand Total		\$1,148,897	\$774,659	\$774,659	\$774,659

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 3/31/2020

Part I: Summary (Continuation)

PHA Name/Number New Haven /CT004		Locality New Haven, CT		Original 5-Year Plan		Revision No:
Development Number and Name	Work Statement for Year 1 FFY 2023	Work Statement for Year 2 FFY 2024	Work Statement for Year 3 FFY 2025	Work Statement for Year 4 FFY 2026	Work Statement for Year 5 FFY 2027	
Annual Statement						
1	Administration	\$114,889	\$77,465	\$77,465	\$77,465	
2	Agencywide A&E/environmental	\$150,000.50	\$150,000	\$150,000	\$150,000	
3	Agencywide	\$40,000	\$40,000	\$40,000	\$40,000	
4	CT004000004 McConaughy	\$75,000	\$0	\$0	\$0	
5	CT004000010 Crawford	\$250,000	\$302,194	\$302,194	\$302,194	
6	CT004000013 Wolfe	\$39,770	\$100,000	\$100,000	\$100,000	
7	CT004000020 Essex	\$45,000	\$45,000	\$45,000	\$45,000	
8	CT004000021 Scattered Sites Multi	\$20,000	\$20,000	\$20,000	\$20,000	
9	CT004000022 Scattered Sites West	\$20,000	\$20,000	\$20,000	\$20,000	
10	CT004000023 Scattered Sites East	\$20,000	\$20,000	\$20,000	\$20,000	
11	CT004000076 Brookside Phase 1 Rental	\$374,237.50	\$0	\$0	\$0	
	Total	\$1,148,897	\$774,659	\$774,659	\$774,659	

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2023	Work Statement for Year 2 FFY 2024			Work Statement for Year 3 FFY 2025		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	Administration		\$114,889	Administration		\$77,465
Annual	Agencywide IQC A&E/environmental		\$150,000.50	Agencywide IQC A&E/environmental		\$150,000
Statement	Agencywide vacancy turnover	Approx 2 units	\$40,000	Agencywide vacancy turnover	Approx 2 units	\$40,000
	CT004000004 McConaughy interior upgrades: kitch, bath, floors, walls, ceilings, etc. in phases	Approx 2 units	\$75,000			
	CT004000010 Crawford interior upgrades: kitch, bath, floors, walls, ceilings, etc. in phases	Approx 6 units	\$250,000	CT004000010 Crawford interior upgrades: kitch, bath, floors, walls, ceils, etc. phased	Approx 7 units	\$302,194
	CT004000013 Wolfe interior upgrades: kitch, bath, floors, walls, ceilings, etc. in phases	Approx 1 unit	\$39,770	CT004000013 Wolfe interior upgrades: kitch, bath, floors, walls, ceilings, etc. in phases	Approx 3 units	\$100,000
	CT004000020 Essex interior (kitch, bath, floors, walls) & exterior (paving, sidewalks) upgrades, phased		\$45,000	CT004000020 Essex interior (kitch, bath, floors, walls) & exterior (paving, sidewalks) upgrades, phased	Approx 2 units	\$45,000
	CT004000021 Scattered Sites Multi interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000	CT004000021 Scattered Sites Multi interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000
	CT004000022 Scattered Sites West interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000	CT004000022 Scattered Sites West interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000
	CT004000023 Scattered Sites East interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000	CT004000023 Scattered Sites East interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000
	CT004000076 Brookside Phase 1 Rental bond debt		\$374,237.50			
						\$774,659
	Subtotal of Estimated Cost		\$1,148,897	Subtotal of Estimated Cost		

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY 2022	Work Statement for Year 4			Work Statement for Year 5		
	FFY 2026			FFY 2027		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	Administration		\$77,465	Administration		\$77,465
Annual	Agencywide IQC A&E/environmental		\$150,000	Agencywide IQC A&E/environmental		\$150,000
Statement	Agencywide vacancy turnover	Approx 2 units	\$40,000	Agencywide vacancy turnover	Approx 2 units	\$40,000
	CT004000010 Crawford interior upgrades in phases	Approx 7 units	\$302,194	CT004000010 Crawford interior upgrades in phases	Approx 7 units	\$302,194
	CT004000013 Wolfe interior upgrades: kitch, bath, floors, walls, ceilings, etc. in phases	Approx 3 units	\$100,000	CT004000013 Wolfe interior upgrades: kitch, bath, floors, walls, ceilings, etc. in phases	Approx 3 units	\$100,000
	CT004000021 Scattered Sites Multi interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000	CT004000021 Scattered Sites Multi interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000
	CT004000022 Scattered Sites West interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000	CT004000022 Scattered Sites West interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000
	CT004000023 Scattered Sites East interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000	CT004000023 Scattered Sites East interior kitch, bath & exterior paving, walks, fences in phases	Approx 2 units	\$20,000
	CT004000020 Essex interiors (kitch, bath, floors, walls & exterior (paving, sidewalks) upgrades, in phases	Approx 2 units	\$45,000	CT004000020 Essex interior (kitch, bath, floors, walls) & exterior (paving, sidewalks) upgrades, phased	Approx 2 units	\$45,000
						\$774,659
	Subtotal of Estimated Cost		\$774,659	Subtotal of Estimated Cost		

FY2023 Capital Fund Formula Grant Calculations

This tool is designed to provide information on the calculation of FY2023 Capital Fund Formula grants. Information is displayed at both the PHA-level and development-level. This tool replaces both the PHA-Level Funding Report and Development Per Unit Funding Report that HUD posted in past years. Please refer to the "Notes and Explanations" tab for answers to any questions you may have. If your question is not answered there, please email your local field office and copy PIHOCI@hud.gov. Thank you!

Select PHA Code: **CT004**

PHA Name: **Housing Authority of the City of New Haven**

PHA-Level Funding

Field Office	PHA Code	PHA Name	Grant Number	Grant Amount
CONNECTICUT	CT004	Housing Authority of the	CT26P00450123	\$ 3,033,147

Development-Level Funding Calculation

Total: \$ 3,033,147

Development/ AMP Number	Development / AMP Name	Standing Units	Removed Units	2023 Grant Amount Portion By Development / AMP	Portion of Formula Grant Awarded as DDTF	Per Unit Funding	Was PHA Designated as High Performer?	High Performer Bonus Adjustment
CT004000001	WESTVILLE MANOR	89	0	\$ 356,171	\$ -	\$ 4,002	Not High Performer	\$ (11,861)
CT004000004	MCCONAUGHY TERRACE WAVERLY	201	0	\$ 742,232	\$ -	\$ 3,693	Not High Performer	\$ (24,717)
CT004000005	TOWNHOUSES	40	0	\$ 159,883	\$ -	\$ 3,997	Not High Performer	\$ (5,324)
CT004000010	Crawford Manor ROBERT T. WOLFE	109	0	\$ 325,884	\$ -	\$ 2,990	Not High Performer	\$ (10,852)
CT004000013	APARTMENT Quinnipiac Terrace	93	0	\$ 266,701	\$ -	\$ 2,868	Not High Performer	\$ (8,881)
CT004000016	Phase I Quinnipiac Terrace	58	0	\$ 113,866	\$ -	\$ 1,963	Not High Performer	\$ (3,792)
CT004000017	Phase II Quinnipiac Terrace	56	0	\$ 112,207	\$ -	\$ 2,004	Not High Performer	\$ (3,737)
CT004000018	Phase III	17	0	\$ 34,819	\$ -	\$ 2,048	Not High Performer	\$ (1,159)
CT004000020	ESSEX TOWNHOUSES	35	0	\$ 130,777	\$ -	\$ 3,736	Not High Performer	\$ (4,355)
CT004000021	ST. ANTHONY II	96	0	\$ 210,609	\$ -	\$ 2,194	Not High Performer	\$ (7,013)
CT004000022	SCATTERED SITES-II	23	0	\$ 77,328	\$ -	\$ 3,362	Not High Performer	\$ (2,575)
CT004000023	SCATTERED SITES - III	52	0	\$ 113,886	\$ -	\$ 2,190	Not High Performer	\$ (3,792)
CT004000075	WT Rowe	46	0	\$ 76,640	\$ -	\$ 1,666	Not High Performer	\$ (2,552)
CT004000076	Brookside Phase I	50	0	\$ 94,888	\$ -	\$ 1,898	Not High Performer	\$ (3,160)
CT004000077	Brookside Phase II	50	0	\$ 107,643	\$ -	\$ 2,153	Not High Performer	\$ (3,585)

CT004000081	Rockview Phase 1 Rental	30	0 \$	63,169 \$	- \$	2,106	Not High Perfomer	\$	(2,104)
CT004000082	Val Macri	17	0 \$	46,444.00 \$	- \$	2,732.00	Not High Perfomer	\$	(1,546.61)

MEMORANDUM

TO: Board of Commissioners

DATE: March 21, 2023

FROM: Karen DuBois-Walton, Ph.D., President

RE: Resolution Ratifying Change Order #1 to New Haven Village Suites Contract for Temporary Emergency Relocation Services Changing Contract Start Date from February 1, 2023 to November 3, 2022 and Ratifying change order #2 in the amount of \$251,000 bringing the adjusted 5-year contract value from \$247,125 to a not to exceed amount of \$498,125 beginning November 3, 2022 and ending November 2, 2027

ACTION: Recommend that the Board of Commissioners adopt Resolution #03-16/23-R

TIMING: Immediately

DISCUSSION: ECC/HANH has a continuing need for temporary hotel services to accommodate residents when circumstances arise making their apartments temporarily uninhabitable. ECC/ HANH issued two solicitations:

- OP-22-IFB-626 issued June 27, 2022 with responses due August 11, 2022. There were no bids.
- OP-22-IFB-667 issued September 21, 2022 with responses due November 2, 2022. ECC/HANH received one bid.

On January 17, 2023, the Board of Commissioners authorized contract award to New Haven Village Suites who submitted the most responsive and responsible bid on November 2, 2022 in the amount of \$49,425 per year for a period of five years beginning February 1, 2023 through January 31, 2028.

The pre-solicitation cost estimate included a forecast of routine relocation needs in the course of day-to-day operations for e.g., fire, burst pipes, elevator out of service, etc. and did not include a projection for temporary housing needs for modernization contracts requiring residents to vacate their apartments for a period of time while abatement and renovation activities occur. During the 1st and 2nd quarter of FY2023, costs were accrued to relocate residents at Essex Townhouses, Crawford Manor and Robert T Wolfe modernization projects without a contract for hotel services. Residents were relocated and costs incurred by the New Haven Village Suites, under a City of New Haven agreement which does not apply to CFP funded projects, and therefore were paid for by MTW funding. Residents are still in the hotel as construction on their units continues. This oversight was discovered and Planning and Modernization is soliciting for a separate contract for modernization work moving forward. This Resolution covers back costs owed New Haven Village Suites of \$170,489 and the projected amount of \$80,511.00, for the continuing relocation costs for multiple ongoing construction projects until a new contract can be put in place, anticipated no later than May 2023.

ECC/HANH is requesting authorization to ratify Change Order #1 to contract year 1, changing the contract start date to November 3, 2022 from February 1, 2023, and ratifying Change Order #2 in the amount of \$251,000 bringing the adjusted 5-year contract value from \$247,125 to a not to exceed amount of \$498,125 with New Haven Village Suites beginning November 3, 2022 and ending November 2, 2027.

In accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00

(whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution.

FISCAL IMPACT: \$251,000

SOURCE OF FUNDS: CFP 2020 Lead Grant; CFP 2020 Housing-Related Hazards Grant; CFP 2023

STAFF: Hannah Sokal-Holmes, Vice-President, Planning & Modernization

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution #03-16/23-R

Resolution Ratifying Change Order #1 to New Haven Village Suites Contract for Temporary Emergency Relocation Services Changing Contract Start Date from February 1, 2023 to November 3, 2022 and Ratifying change order #2 in the amount of \$251,000 bringing the adjusted 5-year contract value from \$247,125 to a not to exceed amount of \$498,125 beginning November 3, 2022 and ending November 2, 2027

WHEREAS, ECC/HANH has a continuing need for temporary hotel services to accommodate residents when circumstances arise making their apartments temporarily uninhabitable; and

WHEREAS, ECC/ HANH issued two solicitations:

- OP-22-IFB-626 issued June 27, 2022 with responses due August 11, 2022. There were no bids
- OP-22-IFB-667 issued September 21, 2022 with responses due November 2, 2022. ECC/HANH received one bid; and

WHEREAS, on January 17, 2023, the Board of Commissioners authorized contract award to New Haven Village Suites who submitted the most responsive and responsible bid in the amount of \$49,425 per year for a period of five years beginning February 1, 2023 through January 31, 2028; and

WHEREAS, the pre-solicitation cost estimate included a forecast of routine relocation needs in the course of day-to-day operations for e.g., fire, burst pipes, elevator out of service, etc. and did not include a projection for temporary housing needs for modernization contracts requiring residents to vacate their apartments for a period of time while abatement and renovation activities occur; and

WHEREAS, ECC/HANH accrued costs to relocate residents under an agreement which does not apply to CFP funded projects, and therefore were paid for by MTW funding; and

WHEREAS, Residents are still in the hotel as construction on their units continues. This oversight was discovered and Planning and Modernization is soliciting for a separate contract for modernization work moving forward.

WHEREAS, This Resolution covers back costs owed New Haven Village Suites of \$170,489 and the projected amount of \$80,511.00, for the continuing relocation costs for multiple ongoing construction projects until a new contract can be put in place, anticipated no later than May 2023; and

WHEREAS, ECC/HANH is requesting authorization to ratify Change Order #1 to contract year 1, changing contract start date to November 3, 2022 from February 1, 2023, and ratifying Change Order #2 in the amount of \$251,000 bringing the adjusted 5-year contract value from \$247,125 to a not to exceed amount of \$498,125 with New Haven Village Suites beginning November 3, 2022 and ending November 2, 2027; and

WHEREAS, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

- 1) Ratification of Change Order #1 to contract year 1, changing contract start date to November 3, 2022 from February 1, 2023, and ratifying Change Order #2 in the amount of \$251,000 bringing the adjusted 5-year contract value from \$247,125 to a not to exceed amount of \$498,125 with New Haven Village Suites is hereby authorized beginning November 3, 2022 and ending November 2, 2027.

- 2) The Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver an agreement and expend the authorized funds.
- 3) The Executive Director-President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on March 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

MEMORANDUM

TO: Board of Commissioners

DATE: March 21, 2023

FROM: Karen DuBois-Walton, Ph.D., President

RE: Resolution Authorizing Change Orders #8 through #10 to A. Prete Construction Company, Inc. for Crawford Manor Health & Safety Contract in the Combined Amount Not to Exceed \$213,319.68 With No Time Extension

ACTION: Recommend that the Board of Commissioners adopt Resolution Number 03-17/23-R

TIMING: Immediately

DISCUSSION: At Crawford Manor, 90 Park Street, ECC/HANH determined a need to perform building and unit health and safety upgrades. As Phase 1, due to COVID safety concerns, ECC/HANH solicited bids and awarded a contract to renovate the vestibule entrance for improved security and accessibility and replace the building fire pump since this work did not require contractors to work in residents' apartments. Phase 1 work was completed in 2022.

As a second phase, ECC/HANH publicly issued Invitation for Bids #PM-22-IFB-593 Crawford Manor Fire Alarm, Life, Health and Safety Upgrades Rebid including fire alarm system replacement, electrical work, plumbing, painting and other work in occupied apartments. At the April 2022 Board meeting, the Commissioners authorized award of contract to A. Prete Construction Company, Inc. in the amount of \$3,317,703.00 for completion in 240 calendar days from Notice to Proceed.

As work progressed, conditions arose that required contract modifications. On September 15, 2022, ECC/HANH executed Change Order #1 in the amount of \$166,588.04 for unit heater/split system adjustment and water booster pump replacement bringing the adjusted contract value from \$3,317,703.00 to \$3,484,291.04.

ECC/HANH has also authorized:

- CO #2 for door modifications required by the Fire Marshall in the amount of \$27,430.29
- CO #3 for shower and bathroom exploratory repairs in the amount of \$64,922.33
- CO #4 for isolation valve replacement in the amount of \$23,524.01
- CO #5 for existing boiler exhaust repairs, community room abatement, main building shut-off valve replacement in the amount of \$33,267.03
- CO #6 extending time until March 3, 2023 for long lead time for various fire alarm system components.
- CO #7 extending time until April 3, 2023 for supply chain delays for the lead time for booster pump components

The combined value of Change Orders 1 through 7, \$315,731.70, is less than 10% of the contract value and did not require Board authorization. The adjusted contract value through Change Order #7 is \$3,633,434.70.

ECC/HANH is now recommending authorization of:

- Change Order #8 in the amount not to exceed \$194,398.13 to install a new Bi-Directional Amplification System (BDA) to meet the new City of New Haven Fire Department standards. A BDA is an emergency radio communications system that provides reliable communication radio transmissions between first responders who are inside a building and those emergency personnel who are both inside and outside the building
- Change Order #9 for nine (9) additional range hood circuits in the amount of \$5,400.
- Change Order #10 for Replacement of additional Main water shutoff bypass to main water line and meter not to exceed \$13,521.55

Following authorization of Change Orders #8 through #10, the adjusted contract value will increase from \$3,633,434.70 to \$3,846,754.38

In accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute Change Orders #8 through #10 in the combined amount not to exceed \$213,319.68 contract value from \$3,633,434.70 to \$3,846,754.38 with no extension of time.

FISCAL IMPACT: \$213,319.68

SOURCE OF FUNDS: CFP 2023 funds

STAFF: Hannah Sokal-Holmes, Vice-President, Planning & Modernization

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution Number 03-17/23-R

RESOLUTION AUTHORIZING CHANGE ORDERS #8 THROUGH #10 TO A. PRETE CONSTRUCTION COMPANY, INC. FOR CRAWFORD MANOR HEALTH & SAFETY CONTRACT IN THE COMBINED AMOUNT NOT TO EXCEED \$213,319.68 WITH NO EXTENSION OF TIME.

WHEREAS, at Crawford Manor, 90 Park Street, ECC/HANH determined a need to perform building and unit health and safety upgrades; and

WHEREAS, as Phase 1, due to COVID safety concerns, ECC/HANH solicited bids and awarded a contract to renovate the vestibule entrance for improved security and accessibility and replace the building fire pump since this work did not require contractors to work in residents' apartments; and

WHEREAS, Phase 1 work was completed in 2022; and

WHEREAS, as a second phase, on October 25, 2021, ECC/HANH publicly issued Invitation for Bids #PM-21-IFB-546 for Crawford Manor Fire Alarm, Life, Health and Safety Upgrades including fire alarm system replacement, electrical work, plumbing, painting and other work in occupied apartments; and

WHEREAS, on September 15, 2022, ECC/HANH executed Change Order #1 in the amount of \$166,588.04 for unit heater/split system adjustment and water booster pump replacement bringing the adjusted contract value from \$3,317,703.00 to \$3,484,291.04; and

WHEREAS, ECC/HANH also authorized:

- CO #2 for door modifications required by the Fire Marshall in the amount of \$27,430.29
- CO #3 for shower and bathroom exploratory repairs in the amount of \$64,922.33
- CO #4 for isolation valve replacement in the amount of \$23,524.01
- CO #5 for existing boiler exhaust repairs, community room abatement, main building shut-off valve replacement in the amount of \$33,267.03
- CO #6 extending time until March 3, 2023 for long lead time for various fire alarm system components; and CO #7 extending time until April 3, 2023 for supply chain delays for the lead time for booster pump components; and

WHEREAS, the combined value of Change Orders 1 through 7, \$315,731.70, is less than 10% of the contract value and did not require Board authorization; and

WHEREAS, the adjusted contract value through Change Order #6 is \$3,633,434.70; and

WHEREAS CO #7 was executed extending time until April 2, 2023 for further supply delay for Booster pump component parts;

WHEREAS, ECC/HANH is recommending authorization of:

- Change Order #8 to install a new Bi-Directional Amplification System (BDA) to meet the City of New Haven Fire Department standards for \$194,398.13. A BDA is an emergency radio communications system that provides reliable communication radio transmissions between first responders who are inside a building and those emergency personnel who are outside the building
- Change Order #9 for nine (9) additional range hood circuits in the amount of \$5,400.

- Change Order #10 for replacement of additional Main shutoff and bypass at new meter \$13,521.55

WHEREAS, following authorization of Change Order #8 through #10, the adjusted contract value will increase from \$3,633,434.70 to \$213,319.68; and

WHEREAS, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute Change Orders #8 through #10 in the combined amount not to exceed \$213,319.68 as described above bringing the adjusted contract value from \$3,633,434.70 to \$3,846,754.38 with no extension of contract time.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

- 1) Change Orders #8 through #11 to contract #PM-22-C-593 with A. Prete Construction Company, Inc. in the combined amount of \$213,319.68 bringing the adjusted contract value from \$3,633,434.70 to \$3,846,754.38 with no extension of contract time are hereby authorized.
- 2) The Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver agreements and expend the authorized funds.
- 3) The Executive Director-President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on March 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner



NEW HAVEN HOUSING AUTHORITY CONSTRUCTION CHANGE AUTHORIZATION FORM

PROJECT NAME: **Crawford Manor**
 ADDRESS: **90 Park Street**
 ARCHITECT: **CWA**
 OWNER: **Elm City Communities**

CCA #015
 DATE: 2/24/23

In order to expedite the work and avoid or minimize delays in the Work, which will affect Contract Sum and / or Contract Time, the Contract Documents are hereby amended to include the additional Work described below:

Please proceed with the following work:

DESCRIPTION OF THE WORK:

Trade Contractor	Description of Scope of Work	Amount
Voka	L&M Replacement of additional Main shutoff and bypass	\$11,656.51
Voka	8%	\$932.52
CM FEE 8%	On L&M ONLY	\$932.52
	Total:	\$13,521.55

The following information is being provided by:

Method of determining value of change in contract:

Lump Sum: Unit price:
 Time and Material: Other: Eligible:
 Ineligible:

Change in Contract Sum:
 Amount: \$ 13,521.55

Note: Any costs included in this CCA are subject to Accounting Review.

Change in Contract Time:

ARCHITECT:
 Christopher Williams Architects

HANH MANAGER:
 New Haven Housing
 Authority

CONSTRUCTION MANAGER:
 A. Prete Construction Co., Inc

 DATE

 DATE

Jonathan Prete

 DATE
2/24/23

Elm City Communities/ Housing Authority New Haven/ Glendower Group
 360 Orange Street
 New Haven, CT 06511

Contract No. _____
 Project No. _____
 Change Request No. 15
 SK-02

CONTRACTOR'S CHANGE ORDER PROPOSAL

Contractor Name:	A. Prete Construction	Date:	02/24/23
Address:	156 Fullon Terrace	Allowance	
	New Haven CT 06512	Change Order	15
Telephone No.:	203-469-1396		

SECTION A: CONTRACTOR WORK	HANH REVISIONS	
1. Total Contractor Labor (from Labor Worksheet)	\$0.00	
2. Total Contractor Material (from Material Worksheet)	\$0.00	
3. Total Contractor Equipment (from Equipment Expense Proposal)	\$0.00	
4 SUBTOTAL (total lines 1 through 3)	\$0.00	
5 Premium Portion of Overtime (from Labor Worksheet)	\$0.00	
6 Contractor's Markup Combined Overhead and Profit (% of line 4)	\$0.00	
7 CONTRACTOR TOTAL (Total lines 4, 5 and 6)	\$0.00	

SECTION B: SUBCONTRACTOR WORK	(From Subcontractor's Proposal - Use a separate form for each Sub)	
9. Names of Subcontractors:	Base Cost Only (Line D3)	up to 8% Markup (Line D4)
A. VOKA	\$11,656.51	\$932.52
B. _____		
C. _____		
D. _____		
E. _____		
10. TOTAL SUBCONTRACTORS' PROPOSALS	\$11,656.51	
11. CM's/G Contractor's Markup on Subs' Cost (per Contract):		
11a. Overhead 2%		\$233.13
11b. Profit 6%		\$699.39
11c. _____		\$0.00
12 Subcontractors' Premium Portion of approved Overtime		\$0.00
13. SUBCONTRACTOR TOTAL		

SECTION C: TOTAL CONTRACTED UNIT PRICE COSTS (from Unit Price Worksheet)	14.	
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SECTION D: CONTRACTOR'S REQUESTED TOTAL		Round Totals to Nearest Dollar
15. AMOUNT REQUESTED	2/24/23	\$13,521.55
Signature of Contractor's Authorized Representative		Date
Print Name		Print name of Contact Person (if different)
Print Title		Phone No. (if different from above)

SECTION E: CONSTRUCTION MANAGER'S/A/E REVIEW

I have reviewed the labor hours, material quantities and equipment and no exceptions are taken to the Proposal. see comments noted on proposal or below:

By: _____ Date _____ Phone No. _____

Construction Manager/A/E

Project Manager

Construction Officer

Credit Change Order Payment Lines Affected					
Line	Amount	Line	Amount	Line	Amount



AIA® Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Crawford Fire Alarm, Life, Health & Safety Upgrades 90 Park Street New Haven, CT 06511	CONTRACT INFORMATION: Contract For: General Construction Date: June 01, 2022	CHANGE ORDER INFORMATION: Change Order Number: 007 Date: November 22, 2022
OWNER: <i>(Name and address)</i> Housing Authority of New Haven 360 Orange Street New Haven, CT 06511	ARCHITECT: <i>(Name and address)</i> Christopher Williams Architects LLC 85 Willow Street New Haven CT 06511	CONTRACTOR: <i>(Name and address)</i> A. Prete Construction Co., Inc. 156 Fulton Terrace New Haven, CT 06512

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

- PCO #7 - Provision of Fire Alarm Bi-Directional Amplifier (BDA) System per Fire Marshal request. \$194,398.13

The original Contract Sum was	\$	<u>3,317,703.00</u>
The net change by previously authorized Change Orders	\$	<u>315,731.70</u>
The Contract Sum prior to this Change Order was	\$	<u>3,633,434.70</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>194,398.13</u>
The new Contract Sum including this Change Order will be	\$	<u>3,827,832.83</u>

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Christopher Williams Architects LLC ARCHITECT <i>(Firm name)</i>	A. Prete Construction Co., Inc. CONTRACTOR <i>(Firm name)</i>	Housing Authority of New Haven OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
Christopher Williams, Principal PRINTED NAME AND TITLE	Jonathan Prete, Vice President PRINTED NAME AND TITLE	Karen DuBois-Walton, President PRINTED NAME AND TITLE
11/22/2022 DATE	11/23/22 DATE	 DATE



AIA® Document G709™ – 2018

Proposal Request

PROJECT: *(name and address)*
Crawford Fire Alarm, Life, Health & Safety Upgrades
90 Park Street
New Haven, CT 06511

CONTRACT INFORMATION:
Contract For: General Construction

Date: June 1, 2022

Architect's Project Number: 2104
Proposal Request Number: 005

Proposal Request Date: Nov. 22, 2022

OWNER: *(name and address)*
Housing Authority of New Haven
360 Orange Street
New Haven, CT 06511

ARCHITECT: *(name and address)*
Christopher Williams Architects LLC
85 Willow Street
New Haven, CT 06511

CONTRACTOR: *(name and address)*
A. Prete Construction Co., Inc.
156 Fulton Terrace
New Haven, CT 06512

The Owner requests an itemized proposal for changes to the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. The Contractor shall submit this proposal within Ten (10) days or notify the Architect in writing of the anticipated date of submission.

(Insert a detailed description of the proposed modifications to the Contract Documents and, if applicable, attach or reference specific exhibits.)

Provide a proposal for the provision of a Bi-Directional Amplifier (BDA) System per the request of the Fire Marshal and based on the BDA survey conducted under Alternate #1. The basis of the system shall be dictated by the RFI #7 response dated July 25, 2022.

THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE, OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.

REQUESTED BY THE ARCHITECT:

Christopher Williams, AIA, Principal
PRINTED NAME AND TITLE



A Prete Construction
 156 Fulton Terrace
 New Haven, Connecticut 06512
 P: +1 2034691396
 F: 203-468-2034

Project: Crawford Manor
 90 Park Street
 NEW HAVEN, CT, Connecticut 06512
 P: 1203-996-3453

RFI #7: Fire Alarm

Status	Open		
To	Daniel Hanisko (Christopher Williams Architects) Christopher Williams (Christopher Williams Architects)	From	Bob Gagliardi (Electrical Services Group LLC)
Date Initiated	Jul 25, 2022	Due Date	Jul 28, 2022
Location		Project Stage	
Cost Impact		Schedule Impact	
Spec Section		Cost Code	
Drawing Number		Reference	
Linked Drawings			
Received From	Bob Gagliardi (Electrical Services Group LLC)		
Copies To	Bob Gagliardi (Electrical Services Group LLC), Issac Kelley (Elm City Communities), Scott Kraynak (H.F. Lenz), Edward Napolitano (Electrical Services Group LLC), Jonathan Prete (A. Prete Construction), Hannah Sokal-Homes (The Glendower Group)		

Activity

Question **Question from Bob Gagliardi Electrical Services Group LLC on Monday, Jul 25, 2022 at 07:24 AM EDT**
 Per the meeting with the Fire Marshal on 7/13/2022 the Fire Marshal has stated that Fire Phones will not work and will not be allowed in this building. He has stated that the BDA system will be required. Please advise and direct.

Awaiting an Official Response

CWA/HFL Response 7/25/2022:

In coordinating with Notifier, the contractor shall utilize the following for a basis of the system, based on the BDA survey conducted under alternate #1:

1. UL2524 listed for IN-Building 2-way emergency radio communication.
2. NFPA72, NFPA1221, and IFC compliant.
3. Integrates with new FA system.
4. Single BDA to cover multiple sub-bands, coordinating with Fire Marshall for initial frequency band.
5. System shall be coordinated with AHJ and requirements of their Radio Communications.
6. System shall consist of the following components:
 - a. Roof mounted donor antenna, as required based on public safety radio repeater location.
 - b. Bi-Directional Amplifier (BDA)
 - c. Power Divider/Couplers at floors where DAS Antenna locations.
 - d. DAS Antenna, installed per floor quantities required in order to provide coverage throughout building. Tie in
 - e. points at fire alarm control and annunciator panels.
 - f. Pathways/raceways from roof to basement and from equipment to DAS Antennas.

Elm City Communities/ Housing Authority New Haven/ Glendower Group
 360 Orange Street
 New Haven, CT 06511

Contract No. _____
 Project No. _____
 Change Request No. 7

CONTRACTOR'S CHANGE ORDER PROPOSAL

Contractor Name:	<u>A Prete Construction</u>	Date:	<u>11/14/22</u>
Address:	<u>156 Fulton Terrace</u>	Allowance	
	<u>New Haven, CT 06512</u>	Change Order	
Telephone No.:	<u>(203) 469-1396</u>		

SECTION A: CONTRACTOR WORK	HANH REVISIONS	
1. Total Contractor Labor (from Labor Worksheet)	\$0.00	
2. Total Contractor Material (from Material Worksheet)	\$0.00	
3. Total Contractor Equipment (from Equipment Expense Proposal)	\$0.00	
4 SUBTOTAL (total lines 1 through 3)	\$0.00	
5 Premium Portion of Overtime (from Labor Worksheet)	\$0.00	
6 Under Special conditions as permitted by Owner; Gen.Conditions up to 8%	\$0.00	
7 Contractor's Markup Combined Overhead and Profit (% of line 4)	\$0.00	
8 CONTRACTOR TOTAL (Total lines 4, 5, 6 and 7)	\$0.00	

SECTION B: SUBCONTRACTOR WORK	(From Subcontractor's Proposal - Use a separate form for each Sub)	
9. Names of Subcontractors:	Base Cost Only (Line D3)	up to 8% Markup (Line D4)
A. ESG/FireTech	\$175,774.25	\$14,061.94
B. _____	\$0.00	\$0.00
C. _____	\$0.00	\$0.00
D. _____	\$0.00	\$0.00
10. TOTAL SUBCONTRACTORS' PROPOSALS	\$175,774.25	\$14,061.94
11. CM's/G Contractor's Markup on Subs' Cost (per Contract):		
11a. Overhead up to 2%		\$3,515.49
11b. Profit, Up to 8%		\$10,546.46
11c. _____		
12. Subcontractors' Premium Portion of approved Overtime		
13. SUBCONTRACTOR TOTAL		\$203,898.13

SECTION C: TOTAL CONTRACTED UNIT PRICE COSTS (from Unit Price Worksheet)	14.	\$15,500.00
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SECTION D: CONTRACTOR'S REQUESTED TOTAL	Round Totals to Nearest Dollar
15. AMOUNT REQUESTED (Total lines 8, 13, and 14.)	\$219,398.13

Signature of Contractor's Authorized Representative _____	Date _____	
Print Name _____	Print name of Contact Person (if different) _____	
Print Title _____	Phone No. (if different from above) _____	

SECTION E: CONSTRUCTION MANAGER'S/A/E REVIEW

I have reviewed the labor hours, material quantities and equipment and no exceptions are taken to the Proposal, see comments noted on proposal or below:

By: _____

Construction Manager/A/E _____ Date _____ Phone No. _____

Project Manager _____

Construction Officer _____

Credit Change Order Payment Lines Affected					
Line	Amount	Line	Amount	Line	Amount

Elm City Communities/ HOUSING AUTHORITY NEW HAVEN/ Glendower Group
 360 ORANGE STREET
 NEW HAVEN, CT 06511

Contract Number
 Project Number
 Change Request No.

UNIT PRICE WORKSHEET

Contractor Name: <u>A.Prate Construction</u>		Page Number: <u>1</u> of <u>1</u>	Date: <u>11/14/22</u>		
Address: <u>156 Fulton Terrace</u>					
Telephone Number: <u>203-996-3453</u>					
FOR UNIT PRICES SPECIFIED IN THE CONTRACT DOCUMENTS					
Spec. Section	Description	Quantity	Unit	Unit Cost	Total Cost
	Roof Penetrations	1		\$7,500.00	\$7,500.00
	Additional Scanning	1		\$2,500.00	\$2,500.00
	Closet on 15th floor w/door	1		\$5,500.00	\$5,500.00
					\$0.00
					\$0.00
A. TOTAL CONTRACT UNIT PRICE COSTS					\$15,500.00
<small>For Contractor Work or Subcontractor Work carry forward to Contractor's Proposal, Section C.</small>					



Electrical Services Group, LLC

PROPOSED CHANGE ORDER

Electrical Services Group LLC

37 Townsend Avenue
New Haven, CT 06512
Telephone: 203-745-0323
Fax: 203-466-1045
Contact: Edward Napolitano
E-mail: edn@esg-ct.com

CCN # 2
Date: 11/11/2022
Project Name: Crawford Manor
Project Number: Crawford Manor
Page Number: 1

Client Address:

A. Prete Construction Co. Inc

Contact: John Prete
156 Fulton Terrace
New Haven, CT 06512

Work Description

INSTALLATION OF:

A New BDA System located within a new 15th floor closet.

Construction of new closet on the 15th floor is not included
Scanning of the rooftop for penetrations is not included
Additional patching for cable and antenna installations is not included
Any additional City fees other than electrical permits are not included

Itemized Breakdown

Description	Qty	Total Mat.	Total Hrs.
3/4" EMT CONDUIT	330	557.77	17.42
3/4" EMT STL SS CONN	6	4.32	0.90
3/4" EMT STL SS CPLG	33	29.04	1.98
3/4" EMT STRUT CLAMP	42	55.94	3.21
2" EMT STRUT CLAMP	15	42.47	1.94
2" SLEEVE	15	105.00	3.00
2" GRC (GALV)	20	291.49	3.24
2" GRC COUPLING	3	27.33	0.36
2" SVC ENTR FTG (THREADED)	3	285.42	1.26
2" SPRING STL CONDUIT CLAMP W/ BOLT	3	9.33	0.45
2" x12" NIPPLE GRC	4	167.08	2.04
1/2" STEEL FLEX	12	18.85	0.54
1/2" STL FLEX CONN	4	3.52	0.60
#12 THHN	1,452	561.20	11.17
100OHM INTERIOR CABLE PLENUM (QUOTED)	500	0.00	24.00
B2-1 RED WIRE CONN	12	4.08	1.08
4x1 1/2" SQ BOX COMB KO	3	5.94	1.03
4" SQ BLANK COVER	3	2.58	0.11
V2400BC RACEWAY BASE & CVR	110	677.60	11.55
V2410A ENTRANCE END FTG	11	199.87	3.30
V2448-2 1 3/4" DEEP DEVICE BOX	11	308.77	4.13

ORIGINAL

PROPOSED CHANGE ORDER

CCN # 2
 Date: 11/11/2022
 Project Name: Crawford Manor
 Project Number: Crawford Manor
 Page Number: 2

Electrical Services Group LLC

37 Townsend Avenue
 New Haven, CT 06512

Client Address:

A. Prete Construction Co. Inc

Contact: John Prete
 156 Fulton Terrace
 New Haven, CT 06512

Description	Qty	Total Mat.	Total Hrs.
BDA TESTING	32	0.00	32.00
BDA UHF/VHF CONTROL PANEL (QUOTED)	1	0.00	8.00
BDA 700/800CONTROL PANEL (QUOTED)	1	0.00	8.00
BDA BATTERY CABINET (QUOTED)	2	0.00	8.00
100OHM ANTENNA SPLICE ADAPTER (QUOTED)	11	0.00	16.50
INTERIOR BDA ANTENNA (QUOTED)	11	0.00	11.00
ROOFTOP ANTENNA (QUOTED)	3	0.00	48.00
P-1000 1 5/8" STRUT	55	763.95	9.07
3/8" SPRING NUT	32	71.27	1.92
ROOFTOP L- BRKT P-1036GR	3	27.47	3.00
STRUT T- JOINER P-1031GR	2	19.07	0.30
POST BASE P-2072A	2	99.41	0.24
# 8-10x 7/8" PLAS ANCHOR (3/16)	6	0.27	0.54
3/8"x16 SCREW ANCHOR	15	17.89	2.70
3/8-16x1 1/2" BOLT (PLATED)	39	8.63	1.75
3/8" FLAT WASHER (PLT)	39	5.85	0.58
3/8" LOCK WASHER (PLT)	31	4.96	0.47
#10x 3/4" P/H SELF-TAP SCREW	6	0.98	0.18
3/8" SS AIRCRAFT CABLE	30	68.10	3.00
1" DIAM CORE 4" THICK FLOOR	15	3,000.00	11.25
2" DIAM CORE INTERIOR FLOOR	15	3,000.00	15.00
3" DIAM CORE ROOFTOP	2	1,000.00	2.00
FIRESTOP COMPOUND CAULK TUBE	19	280.82	3.80
Totals	2,964	11,726.26	280.62

Summary

General Materials		11,726.26
BDA SYSTEM		132,220.00
Material Total		143,946.26
JOURNEYMAN	(280.62 Hrs @ \$84.12)	23,605.75
FOREMAN	(16.00 Hrs @ \$88.64)	1,418.24
INSPECTION PERMIT	(189.00 @ 0.00 @ \$36.00 + 0.000 % + 0.000 % + 0.000 %)	6,804.00
Subtotal		175,774.25
Markup	(@ 8.000 %)	14,061.94
Subtotal		189,836.19
Final Amount		\$189,836.19

ORIGINAL

PROPOSED CHANGE ORDER

CCN # 2
Date: 11/11/2022
Project Name: Crawford Manor
Project Number: Crawford Manor
Page Number: 3

Electrical Services Group LLC

37 Townsend Avenue
New Haven, CT 06512

Client Address:

A. Prete Construction Co. Inc

Contact: John Prete
156 Fulton Terrace
New Haven, CT 06512

CONTRACTOR CERTIFICATION

Name: _____
Date: _____
Signature: _____
<small>I hereby certify that this quotation is complete and accurate based on the information provided.</small>

CLIENT ACCEPTANCE

CCN #	2
Final Amount:	\$189,836.19
Name:	_____
Date:	_____
Signature:	_____
Change Order #:	_____
<small>I hereby accept this quotation and authorize the contractor to complete the above described work.</small>	

ORIGINAL



www.jactech.net

November 7, 2022

Attn: Ed Napolitan
ESG
37 Townsend Avenue
New Haven, Ct 06512

Re: Crawford Manor

Subject: Bi Directional Amplification System

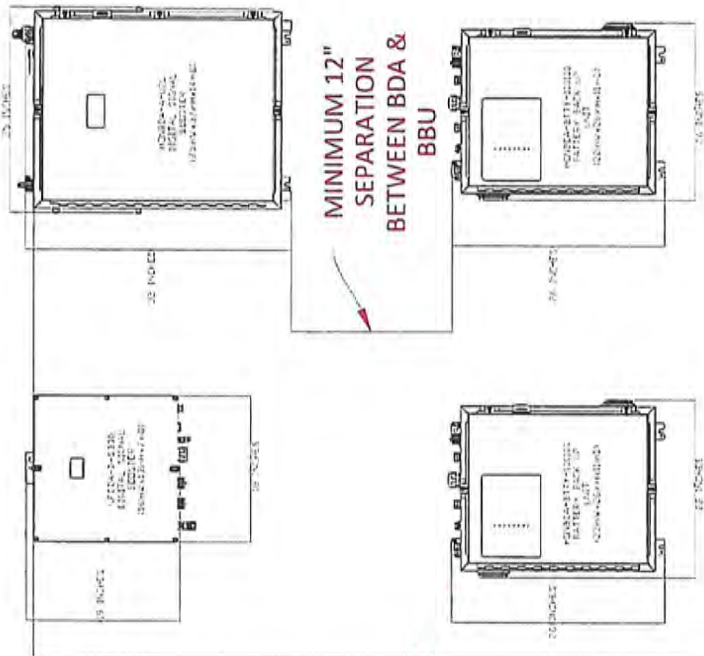
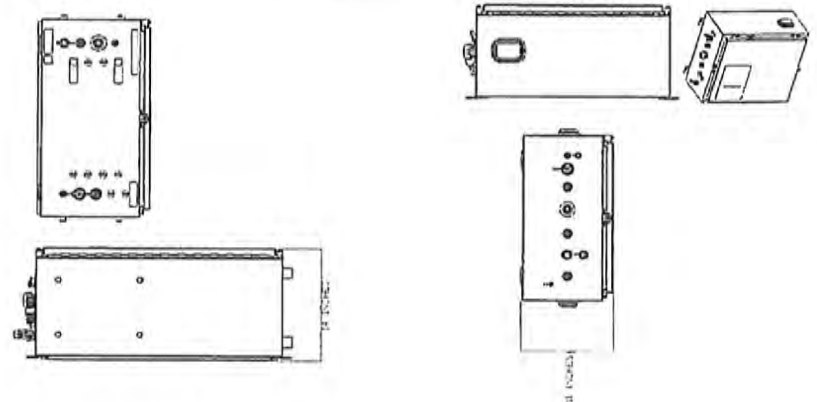
Supply an Engineered BDA System to meet city of New Haven Fire Department standards.

To Include:

- Complete Design
- Submittals
- All material for an operating system (see attached)
- All Misc. Components for an operating System
- Technical support (through entire project)
- Complete operating system (per N.H.F.D.)
- Pre-testing
- Final Testing w/Owner / AHJ
- 1 Year Warranty
- Tie-in to building Fire Alarm System
- All plenum Red Cable, Aluminum, RFS

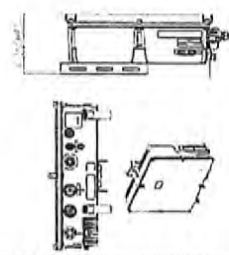
Lot Net **\$ 132,220.00** plus applicable tax
F.O.B. West Haven, Ct

CEILING



MINIMUM 12" SEPARATION BETWEEN BDA & BBU

MOUNT AT 72" A.F.F. TO TOP OF ENCLOSURE



FINISHED FLOOR

		COMPLETE WARD 35 PARK STREET 2/FLOOR FOR INFORMATION ONLY 02009077	
REVISION	DATE	BY	APP'D
1			
2			
3			
4			
5			

Crawford Manor
90 Park Street,
New Haven, CT 06511

Estimate number: F6784 Rev1.0
TYPE: DISTRIBUTED ANTENNA SYSTEM DESIGN
DATE: 10/19/2022



Crawford Manor
90 Park Street,
New Haven, CT 06511

DESIGN CRITERIA

ASSUMPTIONS:

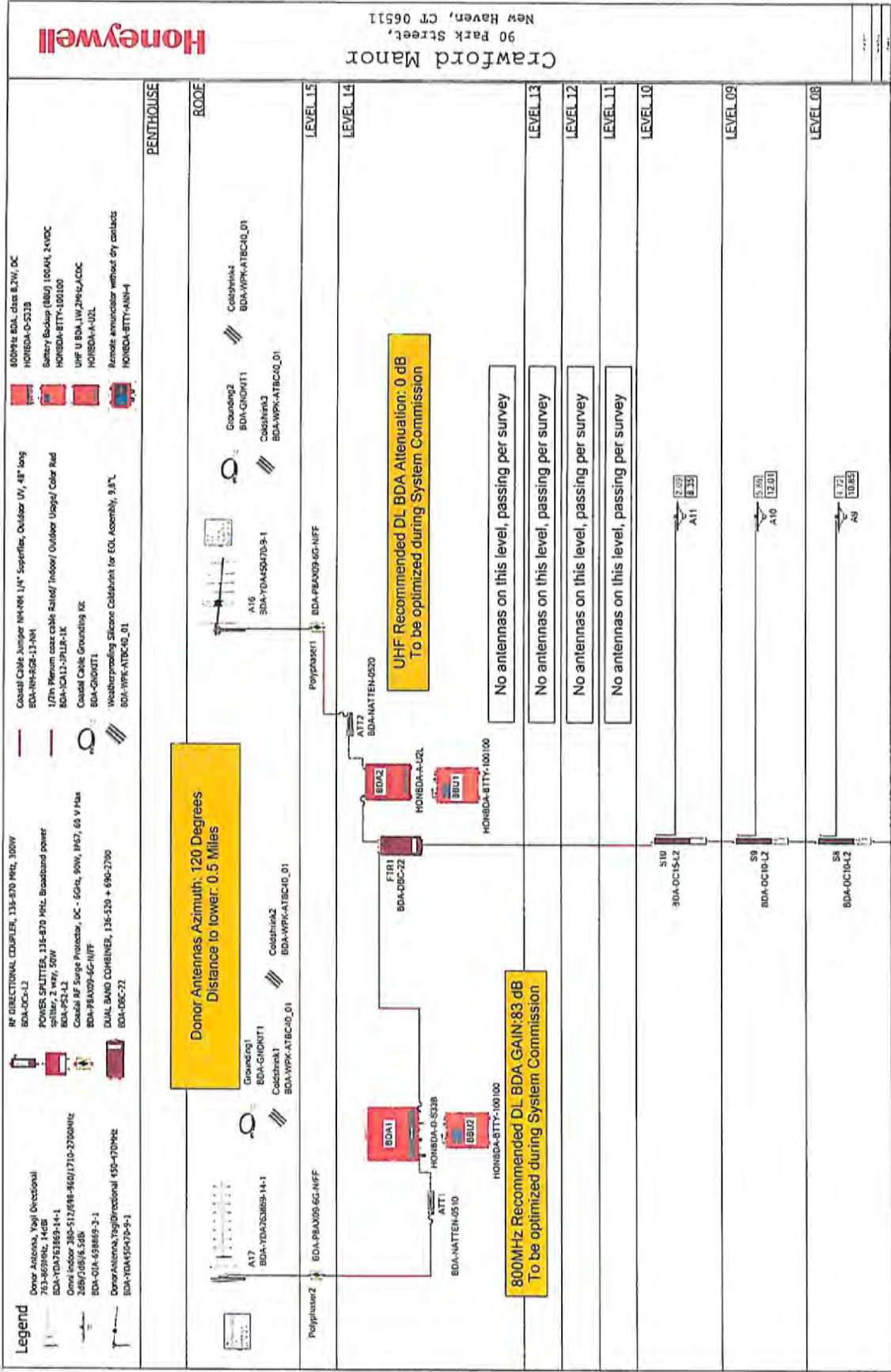
- -70 dBm OR BETTER SIGNAL AVAILABLE AT THE PROPOSED DONOR ANTENNA LOCATION.
- AT LEAST 20DB GREATER THAN THE MAX. SDA GAIN OF ISOLATION BETWEEN INDOOR AND OUTDOOR ANTENNAS.
- 3 CHANNELS FOR UHF SYSTEM
- 5 CHANNELS FOR 800MHz SYSTEM
- ALL EQUIPMENT AND CABLING CAN BE INSTALLED AS DESIGNED.
- FINAL ANTENNA LOCATIONS TO BE DETERMINED BY SYSTEM INTEGRATOR.

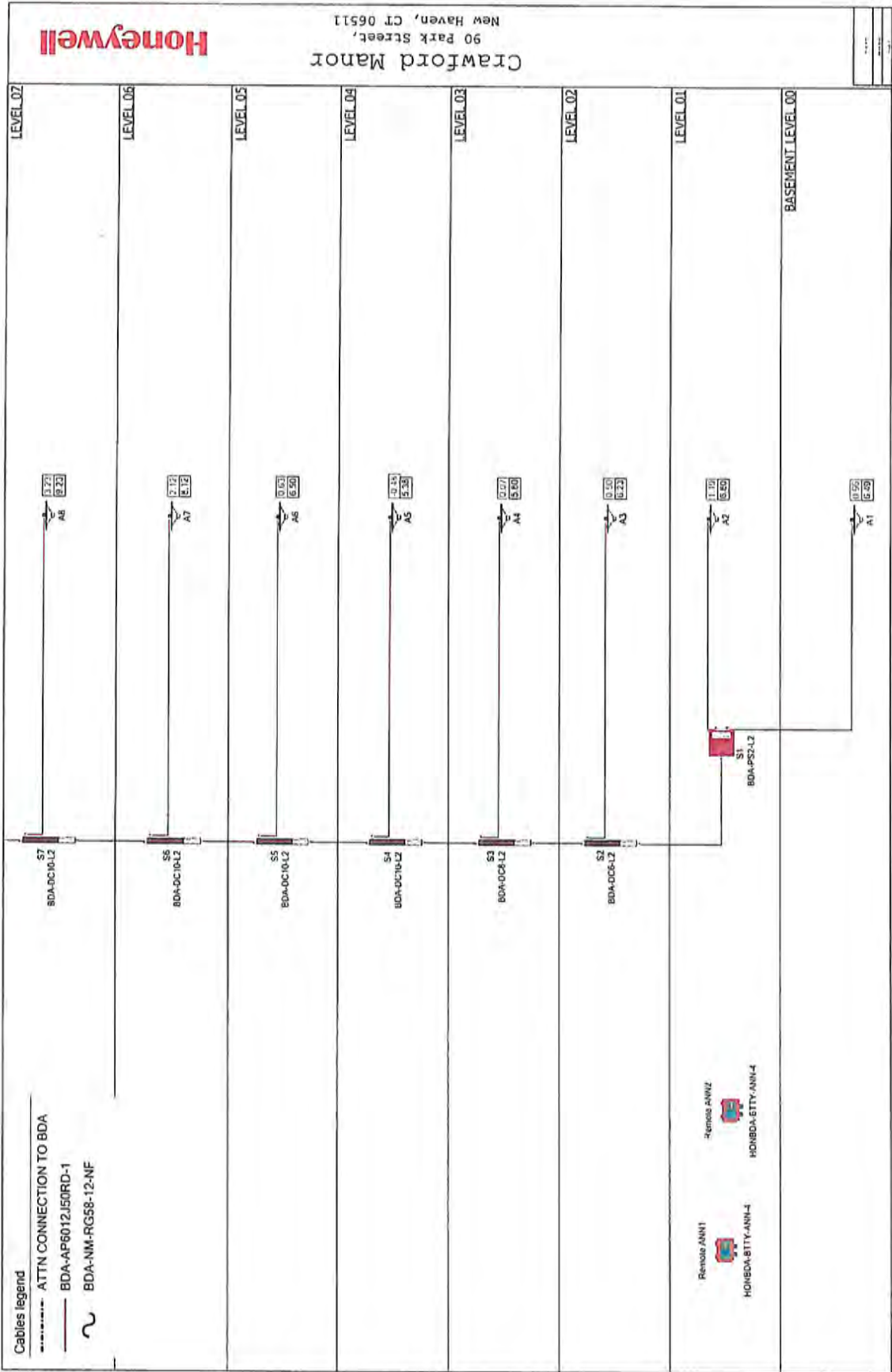
NOTES

INSTALLATION SCOPE OF WORK SHALL COMPLY WITH ALL APPLICABLE LOCAL CODES AND AHJ REQUIREMENTS.
INSTALLER SHALL VERIFY THE REQUIRED FIRE SURVIVABILITY OF THE RISER(S) AND EQUIPMENT LOCATION(S).
BATTERY BACKUP IS PROVIDED. REFER TO BATTERY CALCULATION SHEET.
ALL PASSIVE DEVICES (DIRECTIONAL COUPLERS, SPLITTERS) ARE INSTALLED INSIDE JUNCTION BOXES WITH PROPER SPACING FOR CONNECTIONS. IF CABLE IS REQUIRED TO BE INSTALLED IN A METAL RACEWAYS.
DONOR ANTENNA AND ALL POWERED EQUIPMENT SHALL BE CONNECTED TO THE BUILDING GROUNDING SYSTEM.
DONOR ANTENNA SHALL BE CONNECTED TO LIGHTNING PROTECTION SYSTEM (IF EXISTING IN THE BUILDING).
THE DESIGN WAS BASED ON SURVEY DATA (IF AVAILABLE) AND FAST RAY TRACING PREDICTION MODEL.
THE DESIGN SHALL BE REVIEWED AND APPROVED BY A PROFESSIONAL ENGINEER, IF REQUIRED.
THE SYSTEM SHALL NOT BE POWERED UNTIL IT HAS BEEN APPROVED BY THE AHJ.

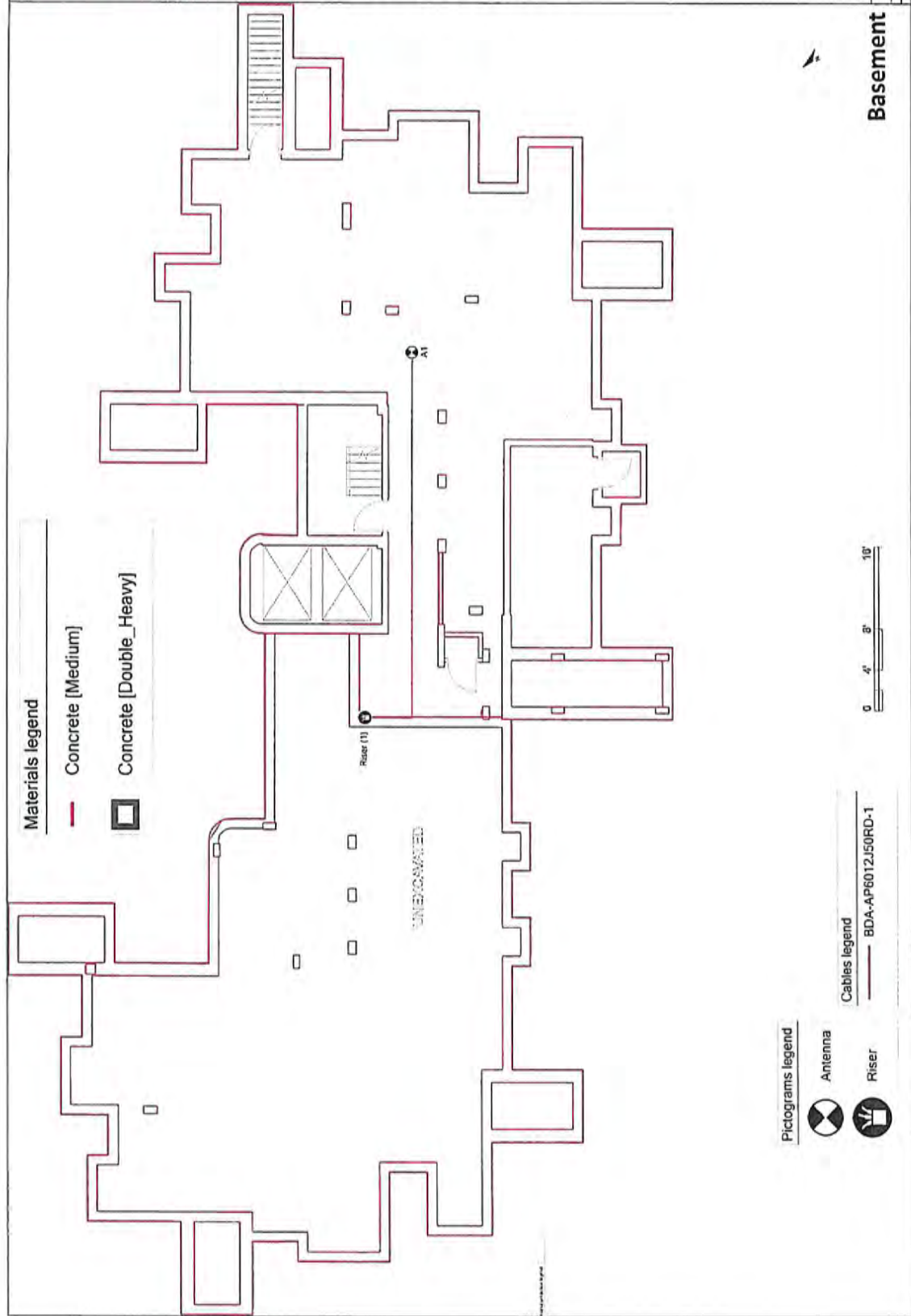
REVISIONS

VERSION 1.0: ORIGINAL, DATE: 10/19/2022





Basement



Materials legend

— Concrete [Medium]

□ Concrete [Double_Heavy]

Pictograms legend

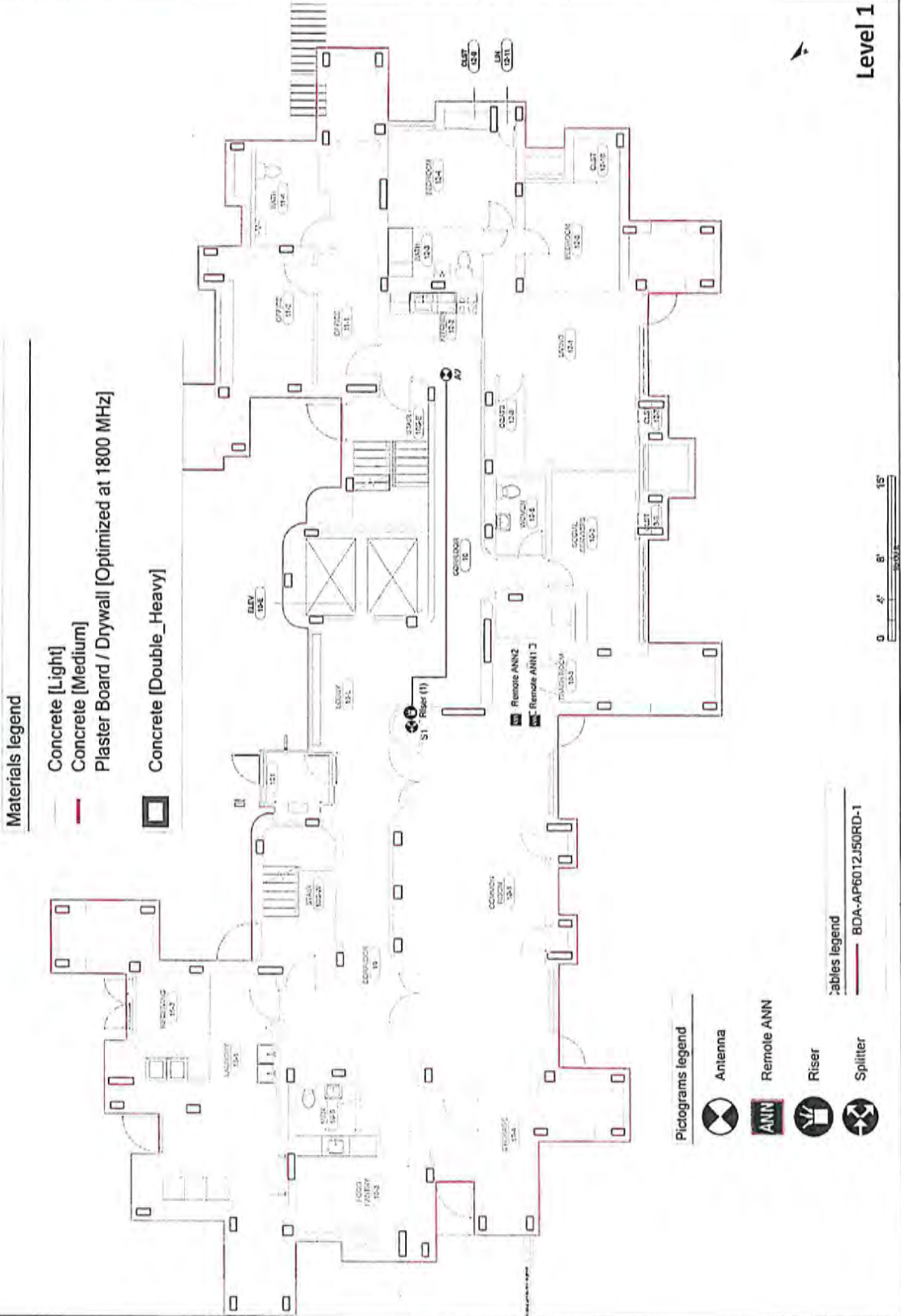
⊗ Antenna

⊞ Riser

Cables legend

— BDA-AP6012J50RD-1

0 4' 8' 18'



Materials legend

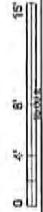
- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Optimized at 1800 MHz]
- Concrete [Double_Heavy]

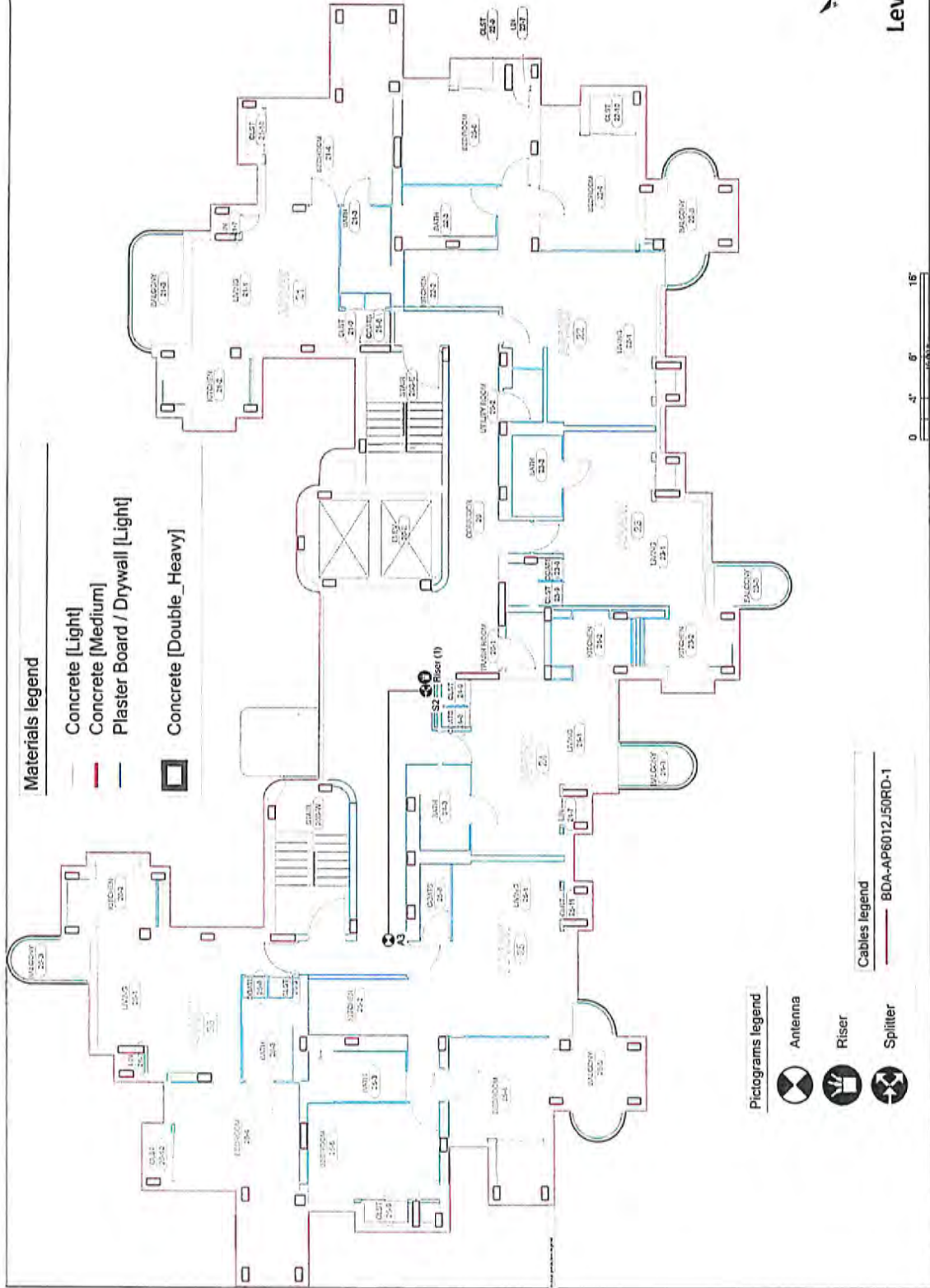
Pictograms legend

- Antenna
- Remote ANN
- Riser
- Splitter

Tables legend

- BDA-AP6012J50RD-1





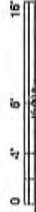
Materials legend

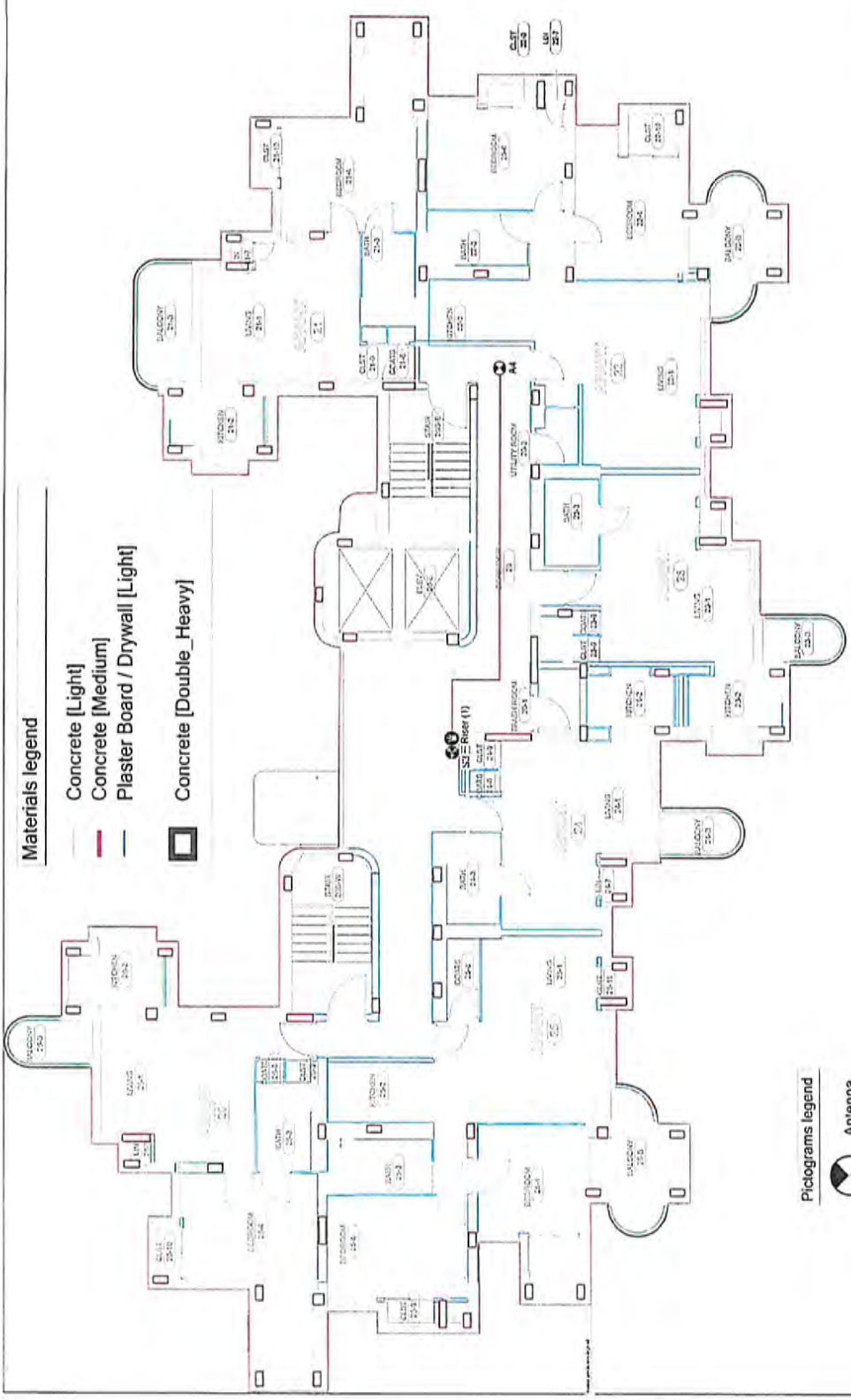
- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

Pictograms legend

- Antenna
- Riser
- Splitter

- Cables legend**
- BDA-AP6012J50RD-1





Materials legend

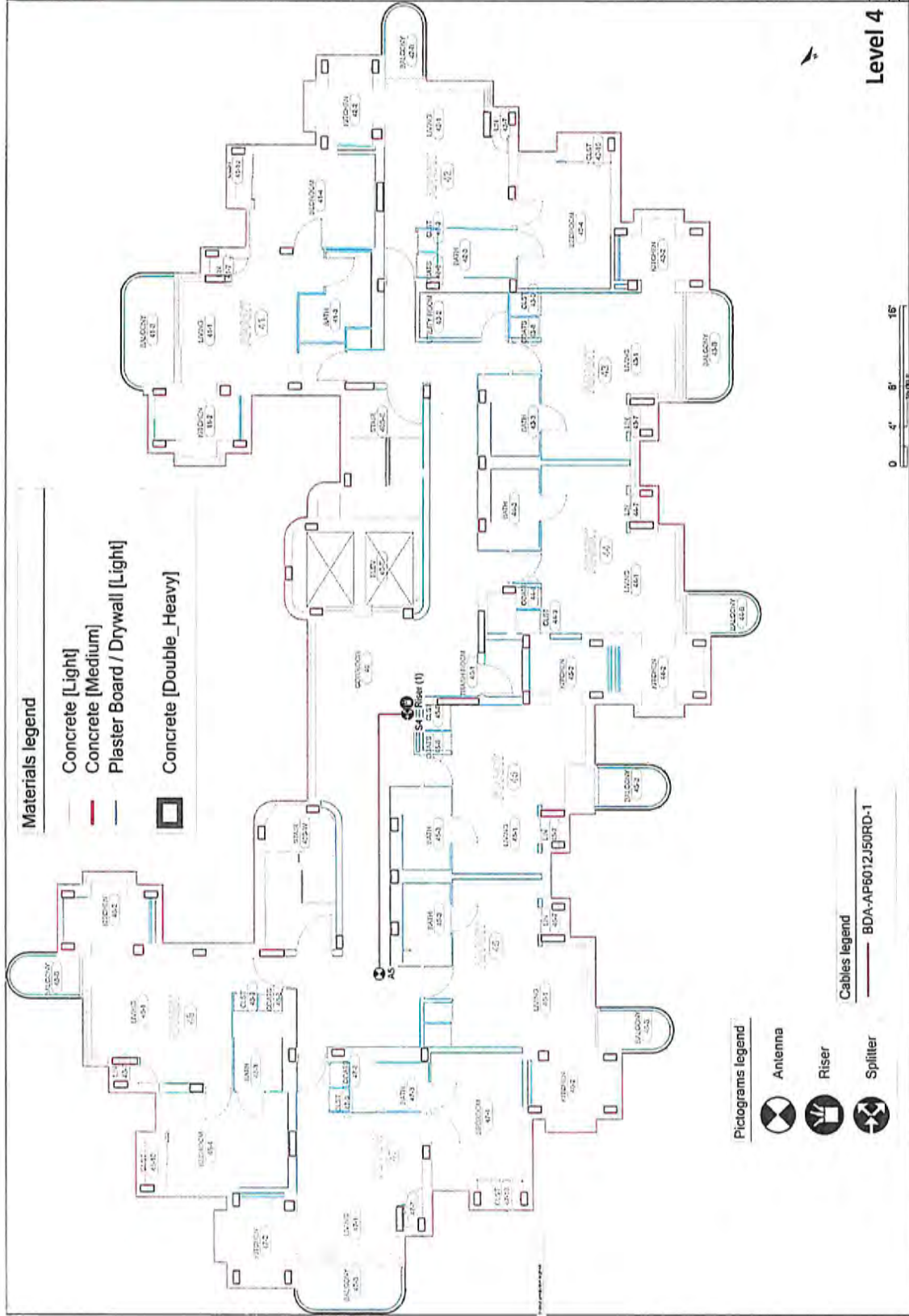
- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

Pictograms legend

- Antenna
- Riser
- Splitter

Cables legend
 BDA-AP6012J50RD-1





Materials legend

- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

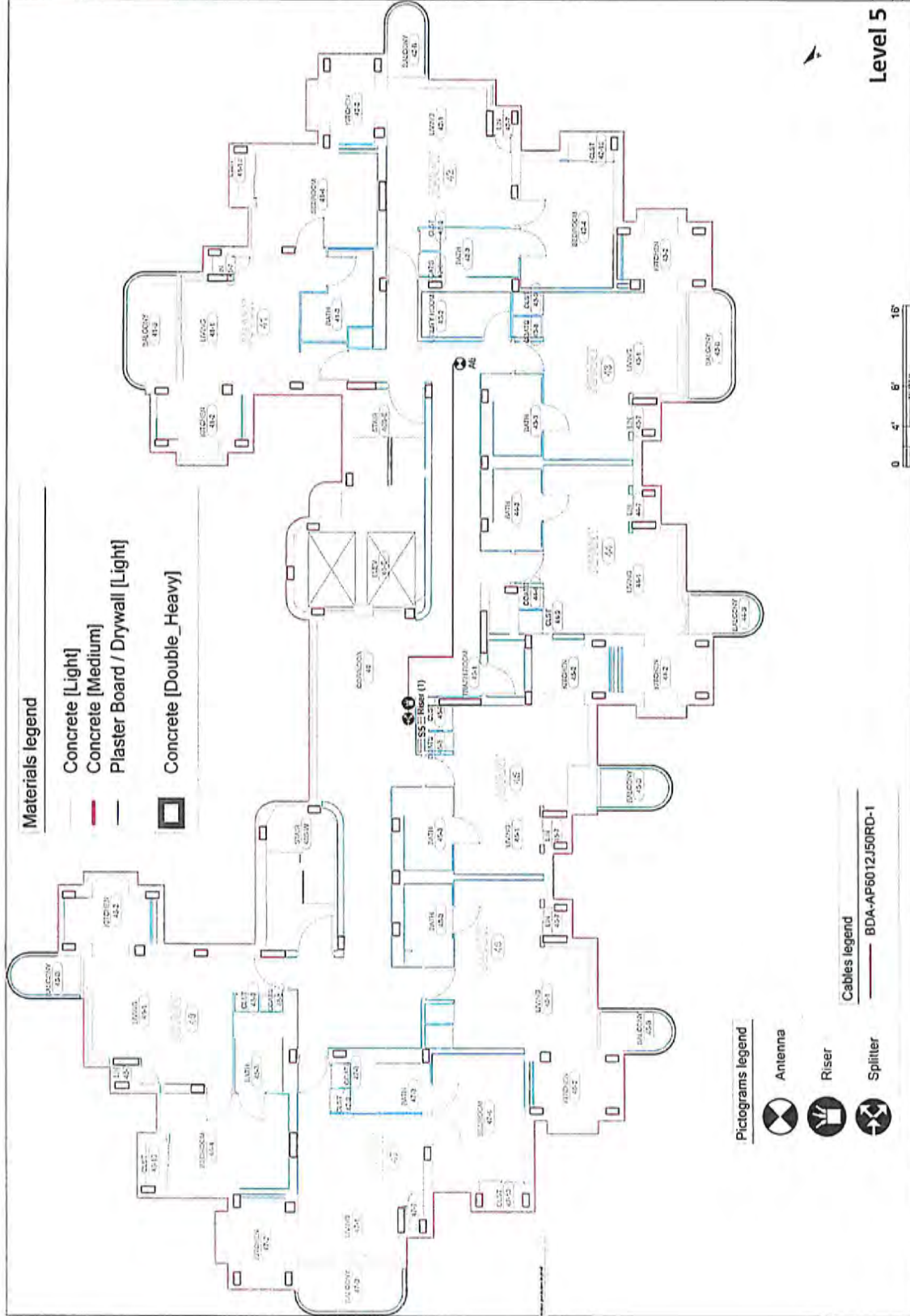
Pictograms legend

- Antenna
- Riser
- Splitter

Cables legend

BDA-AP6012J50RD-1





Materials legend

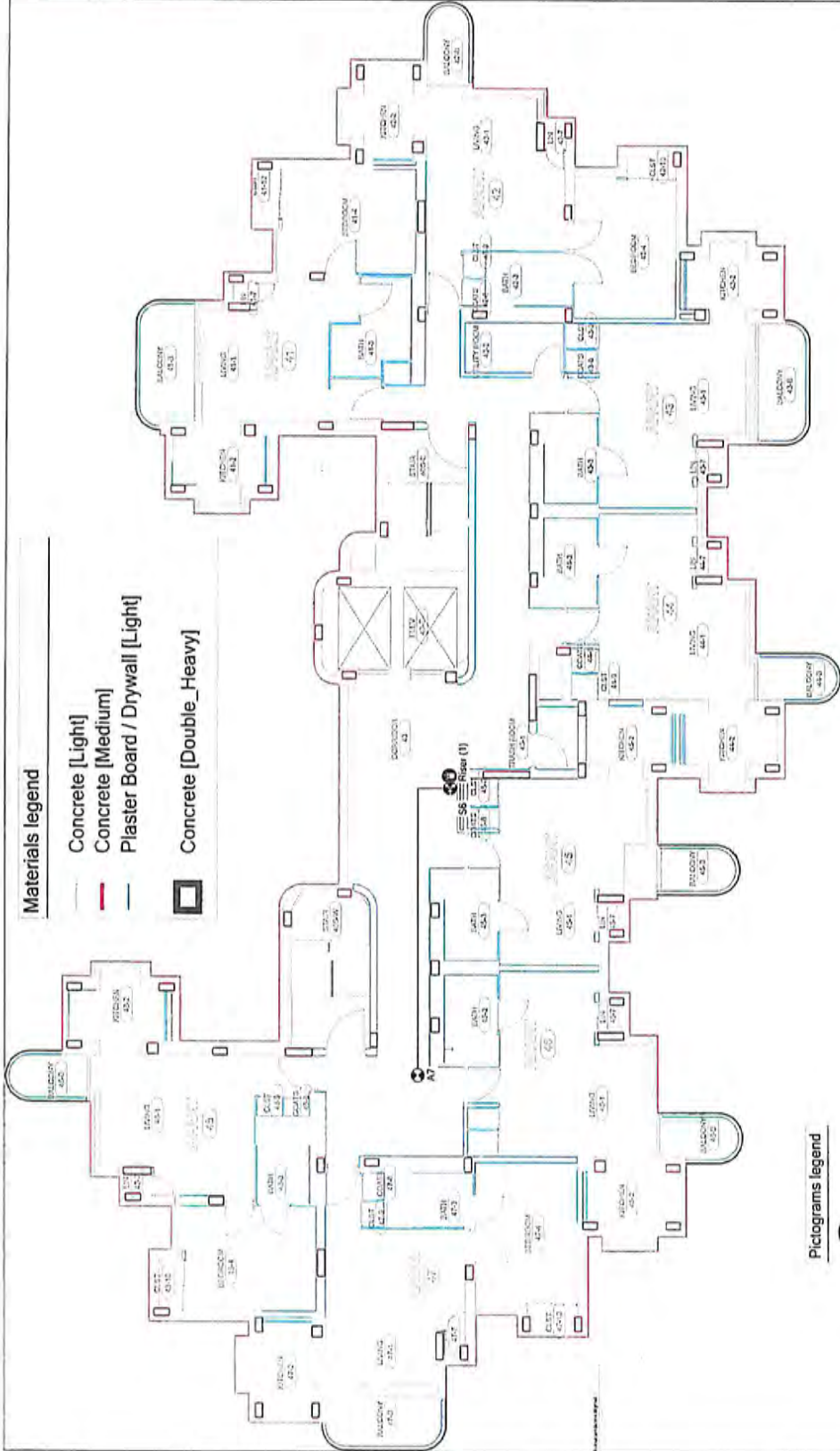
- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

Pictograms legend

- Antenna
- Riser
- Splitter

Cables legend

- BDA-AP6012J50RD-1



Materials legend

- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

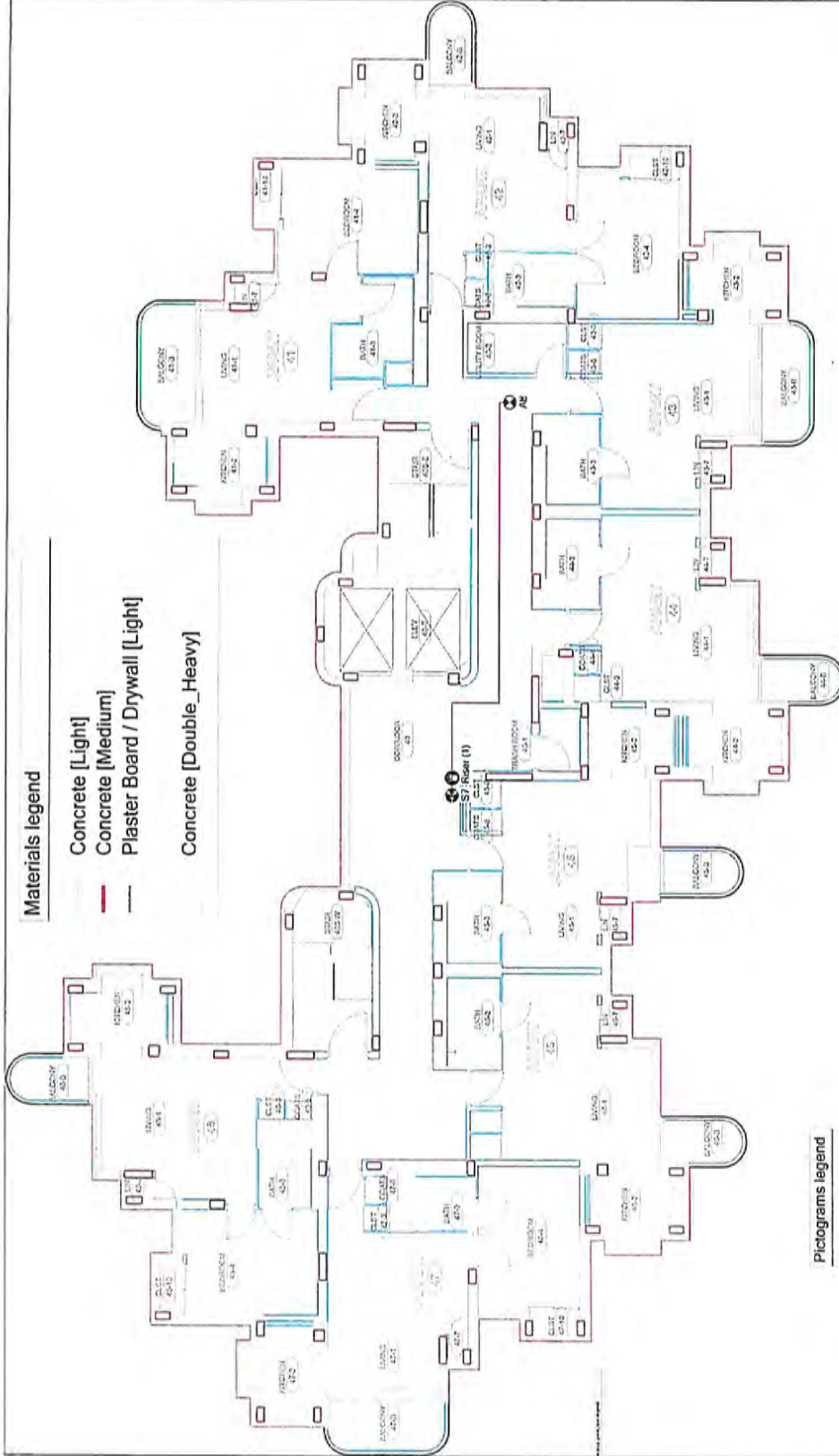
Pictograms legend

- Antenna
- Riser
- Splitter

Cables legend

- BDA-AP6012J50RD-1





Materials legend

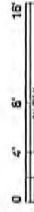
- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

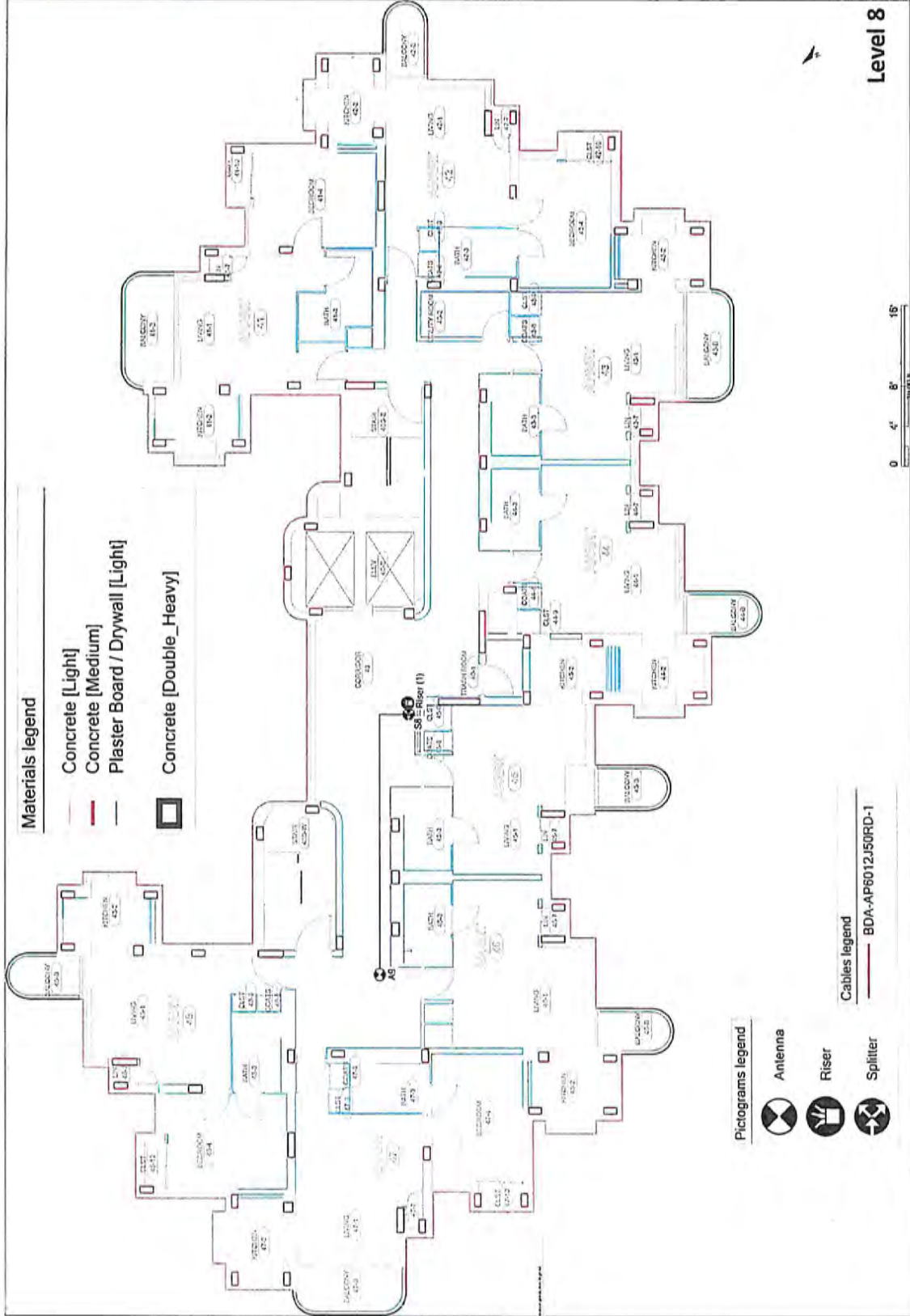
Pictograms legend

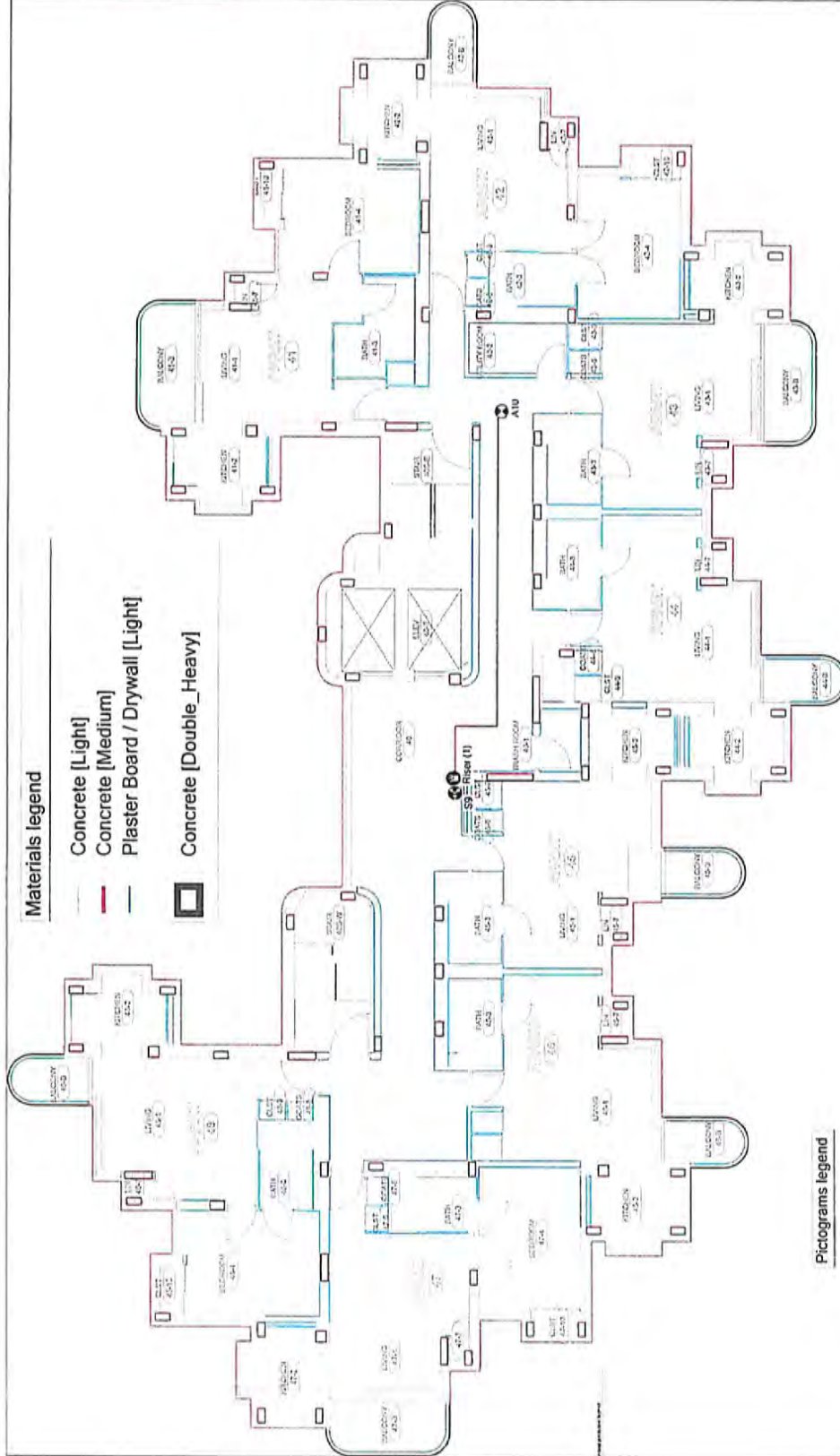
- Antenna
- Riser
- Splitter

Cables legend

BDA-AP6012J50RD-1







Materials legend

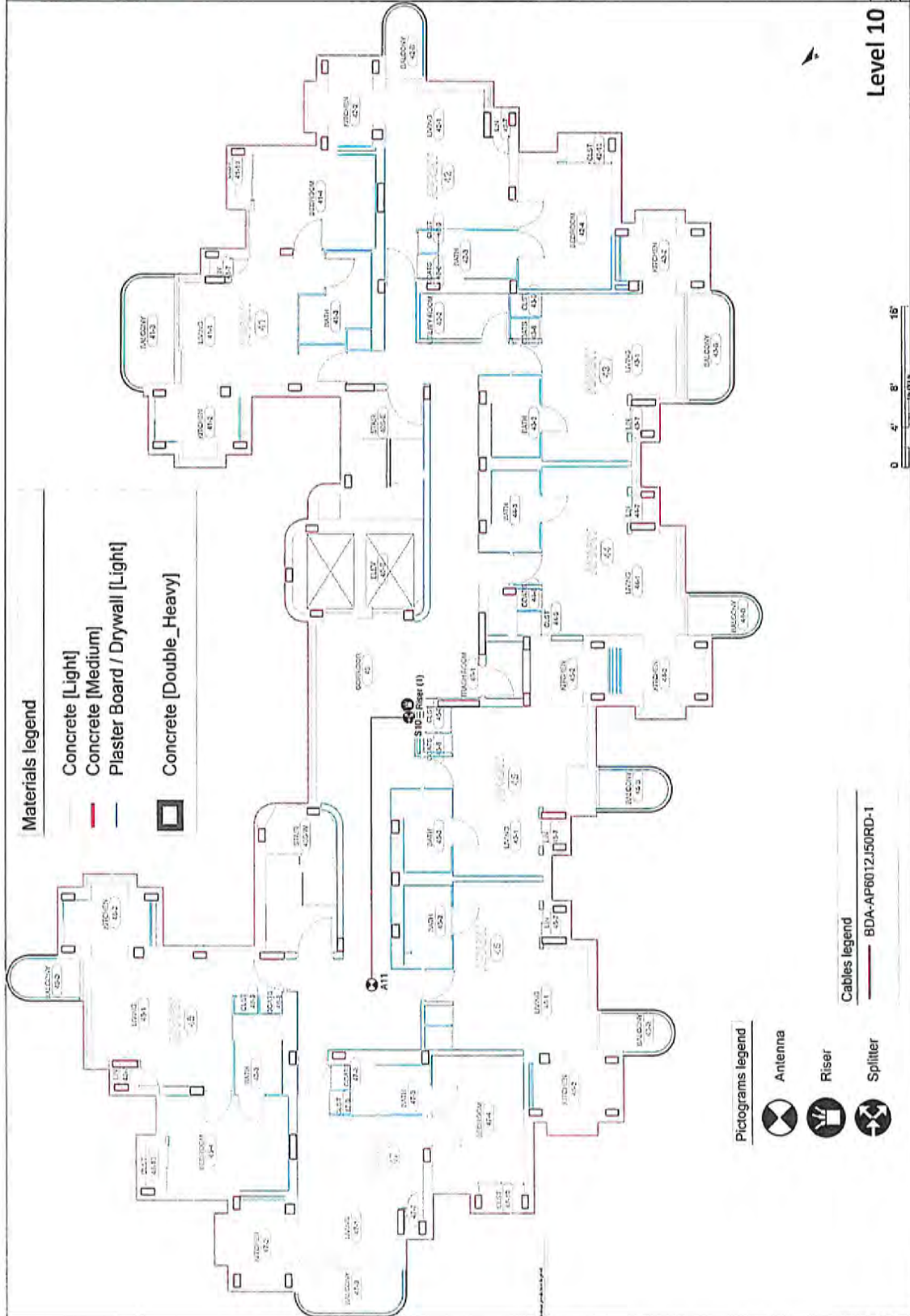
- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

Pictograms legend

- Antenna
- Riser
- Splitter

Cables legend
 BDA-AP6012J50RD-1





Materials legend

- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

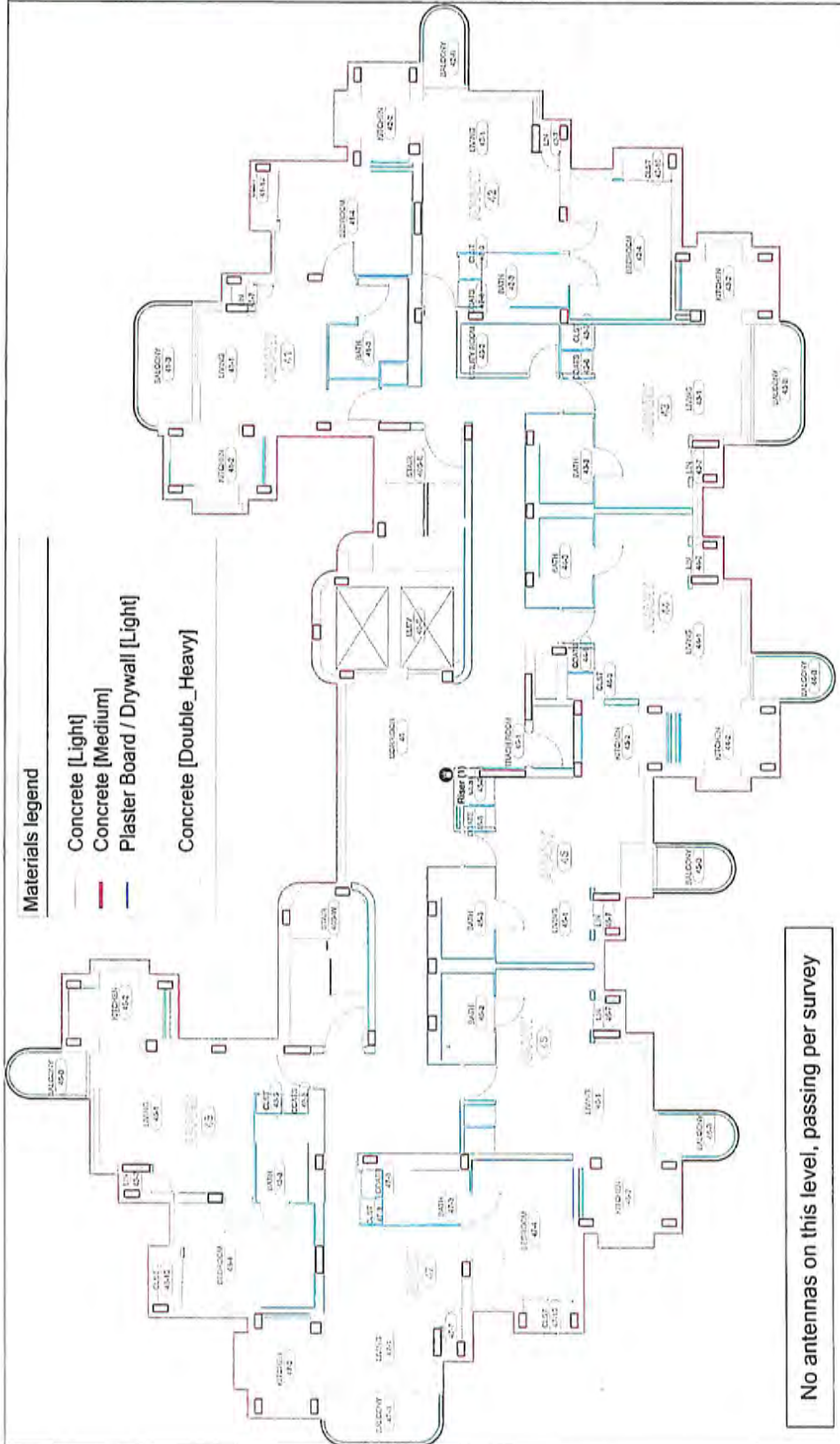
Pictograms legend

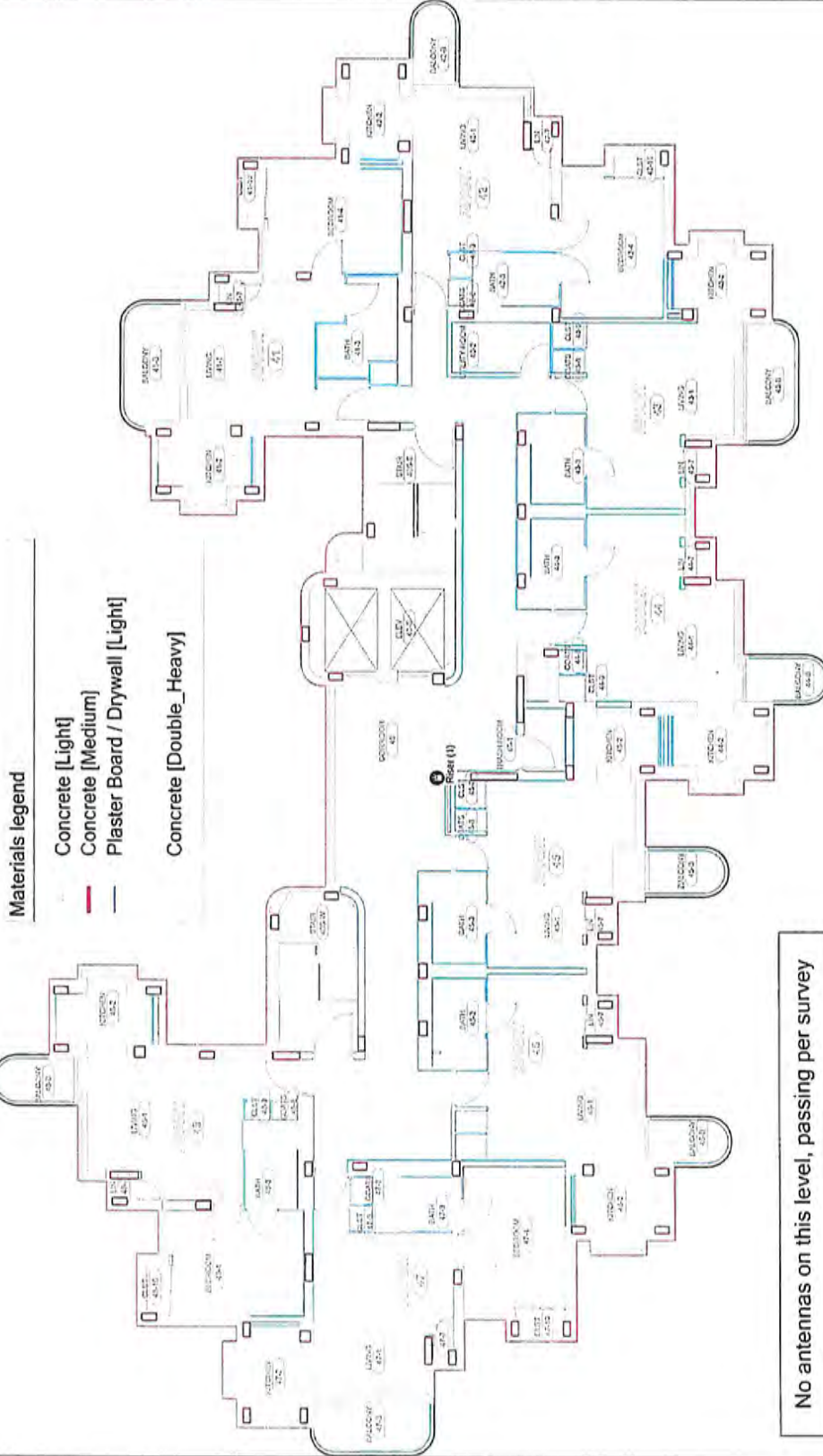
- Antenna
- Riser
- Splitter

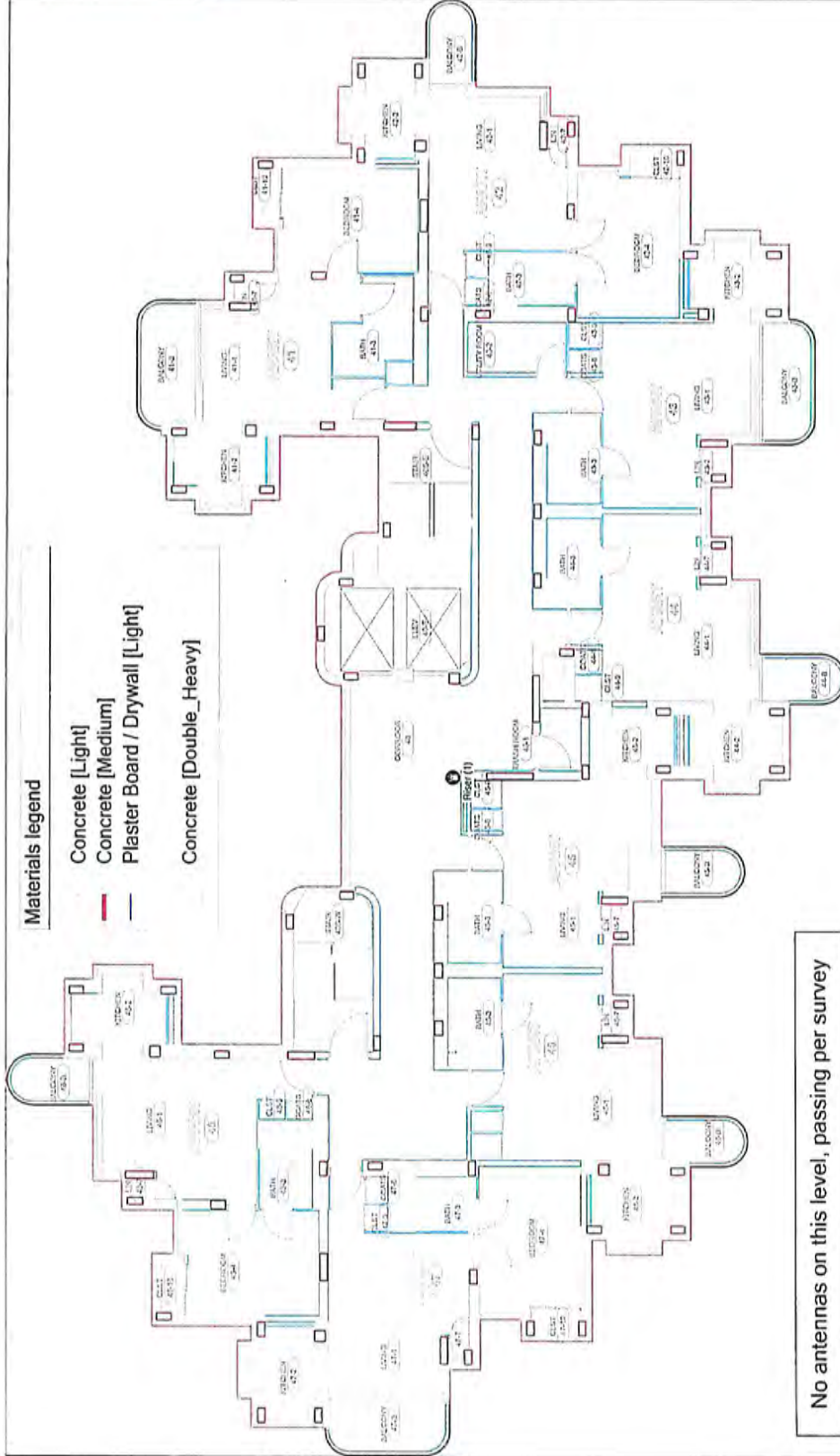
Cables legend

- BDA-AP6012J50RD-1







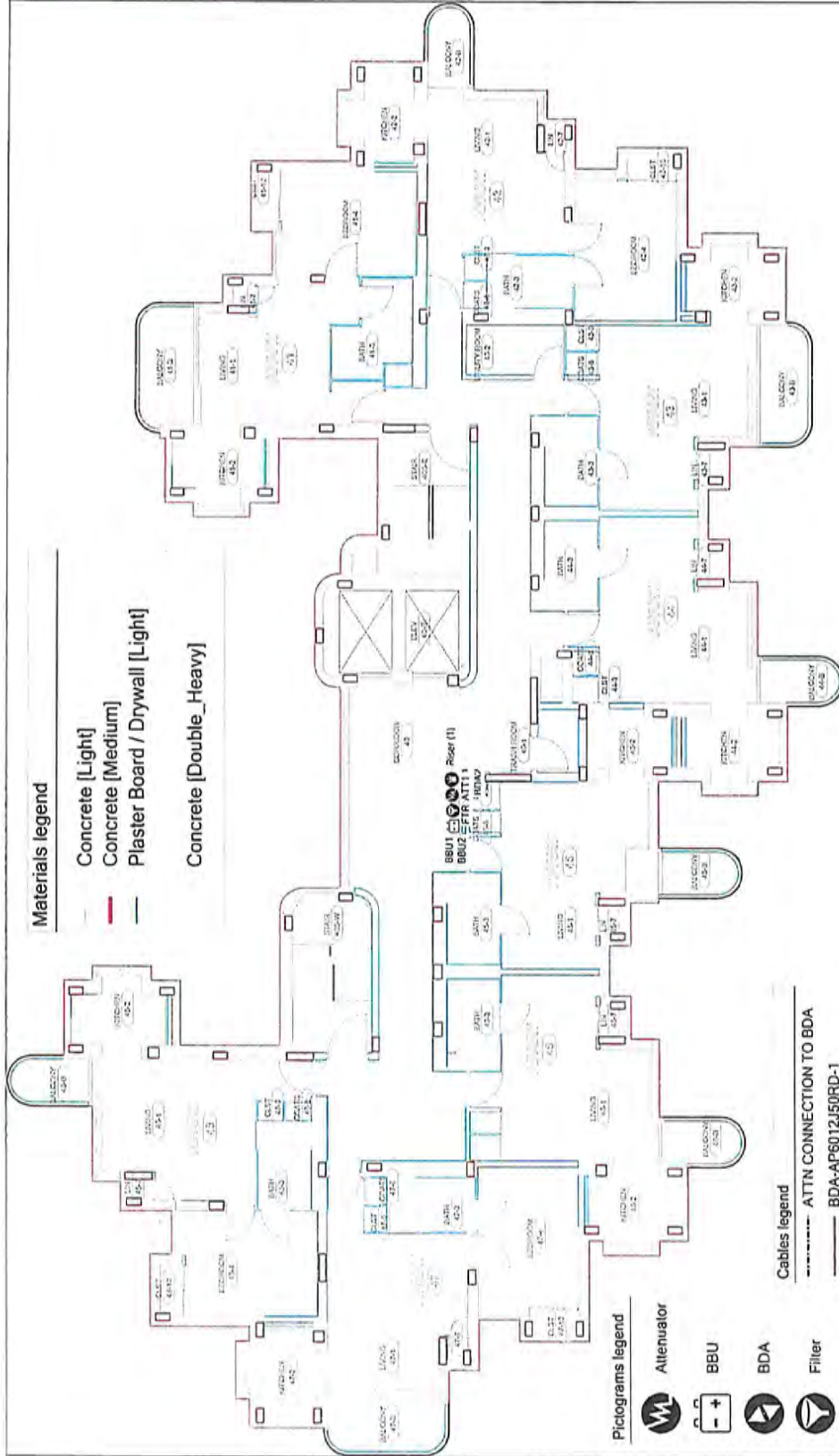


Materials legend

- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

No antennas on this level, passing per survey





Materials legend

- Concrete [Light]
- Concrete [Medium]
- Plaster Board / Drywall [Light]
- Concrete [Double_Heavy]

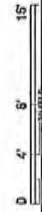
Picograms legend

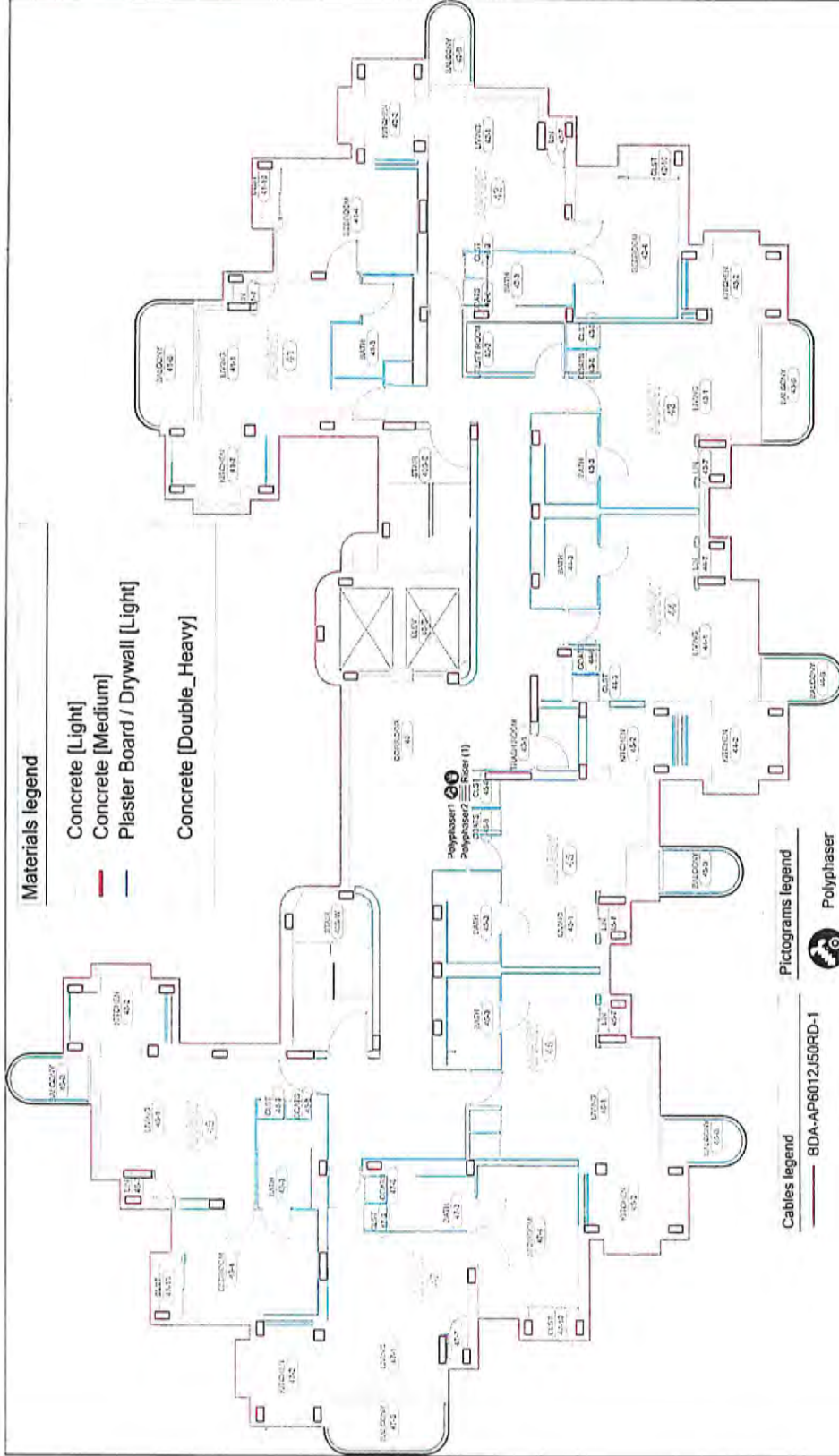
- Attenuator
- BBU
- BDA
- Filter
- Riser

Cables legend

- ATTN CONNECTION TO BDA
- BDA-AP6012J50RD-1
- BDA-MM-RG58-12-NF

No antennas on this level, passing per survey

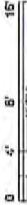




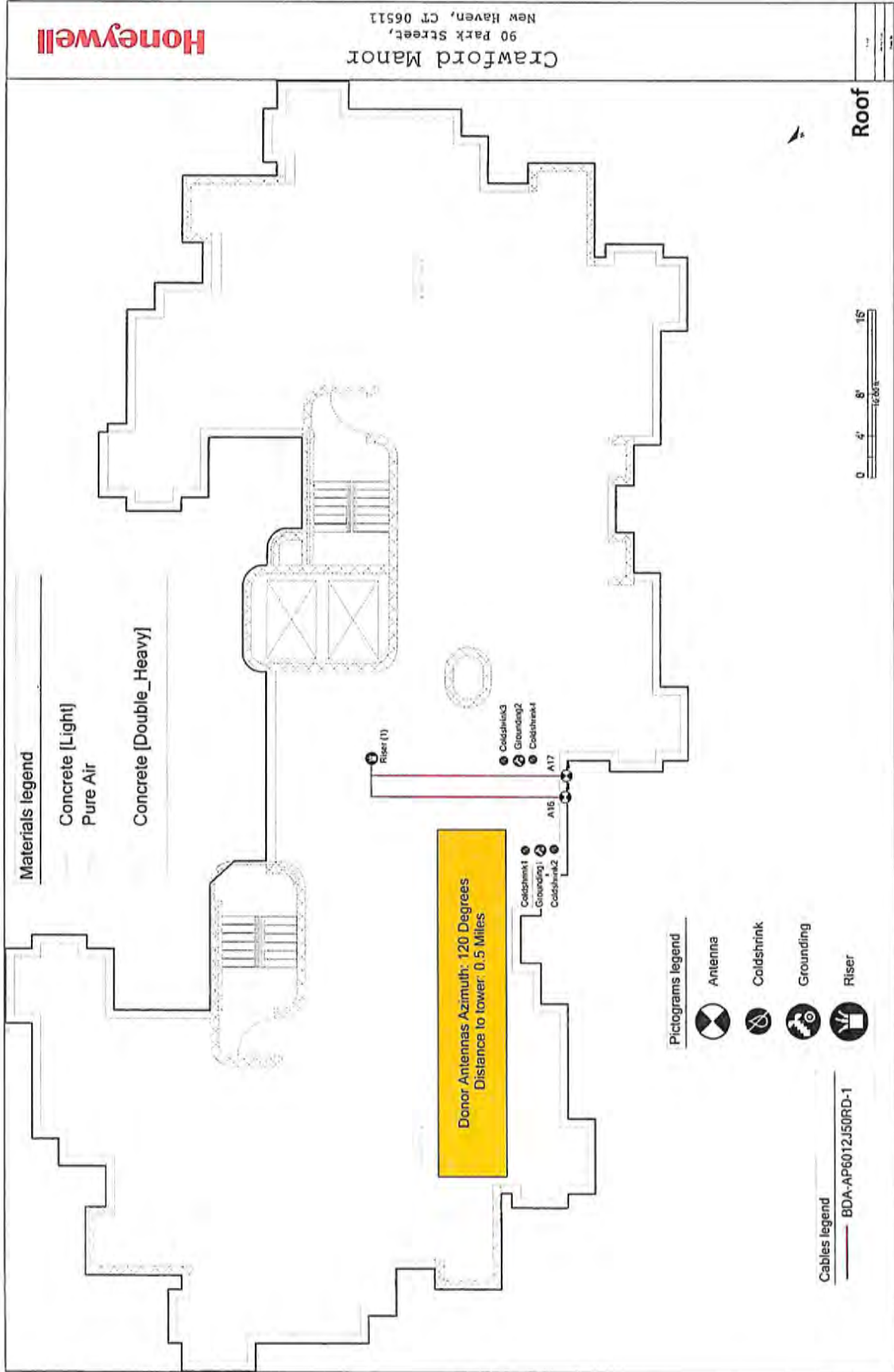
- Materials legend**
- Concrete [Light]
 - Concrete [Medium]
 - Plaster Board / Drywall [Light]
 - Concrete [Double_Heavy]

- Pictograms legend**
- Polyphaser
 - Riser

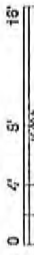
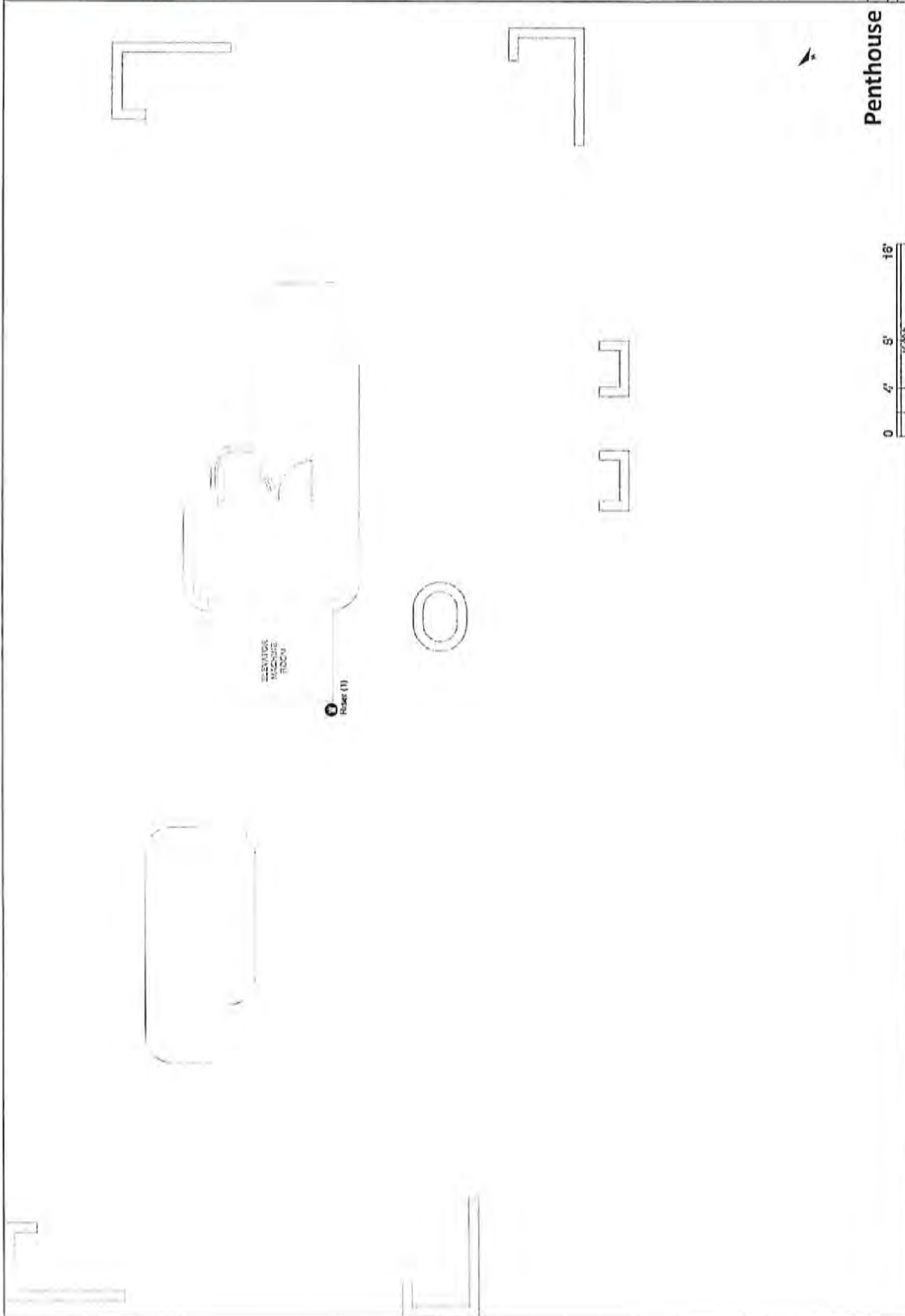
Cables legend
BDA-AP6012J50RD-1

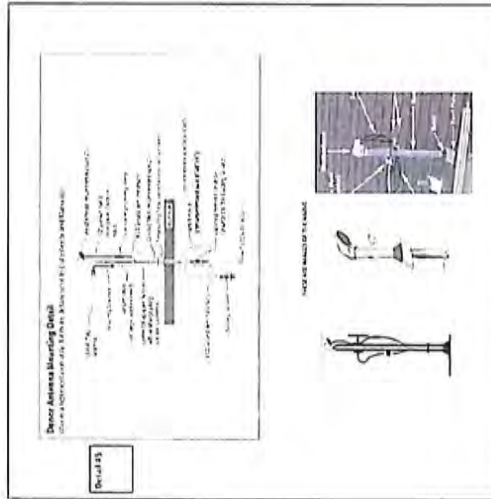
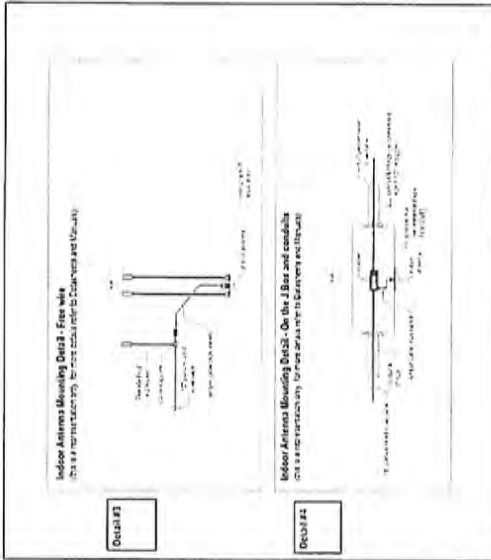


No antennas on this level, passing per survey



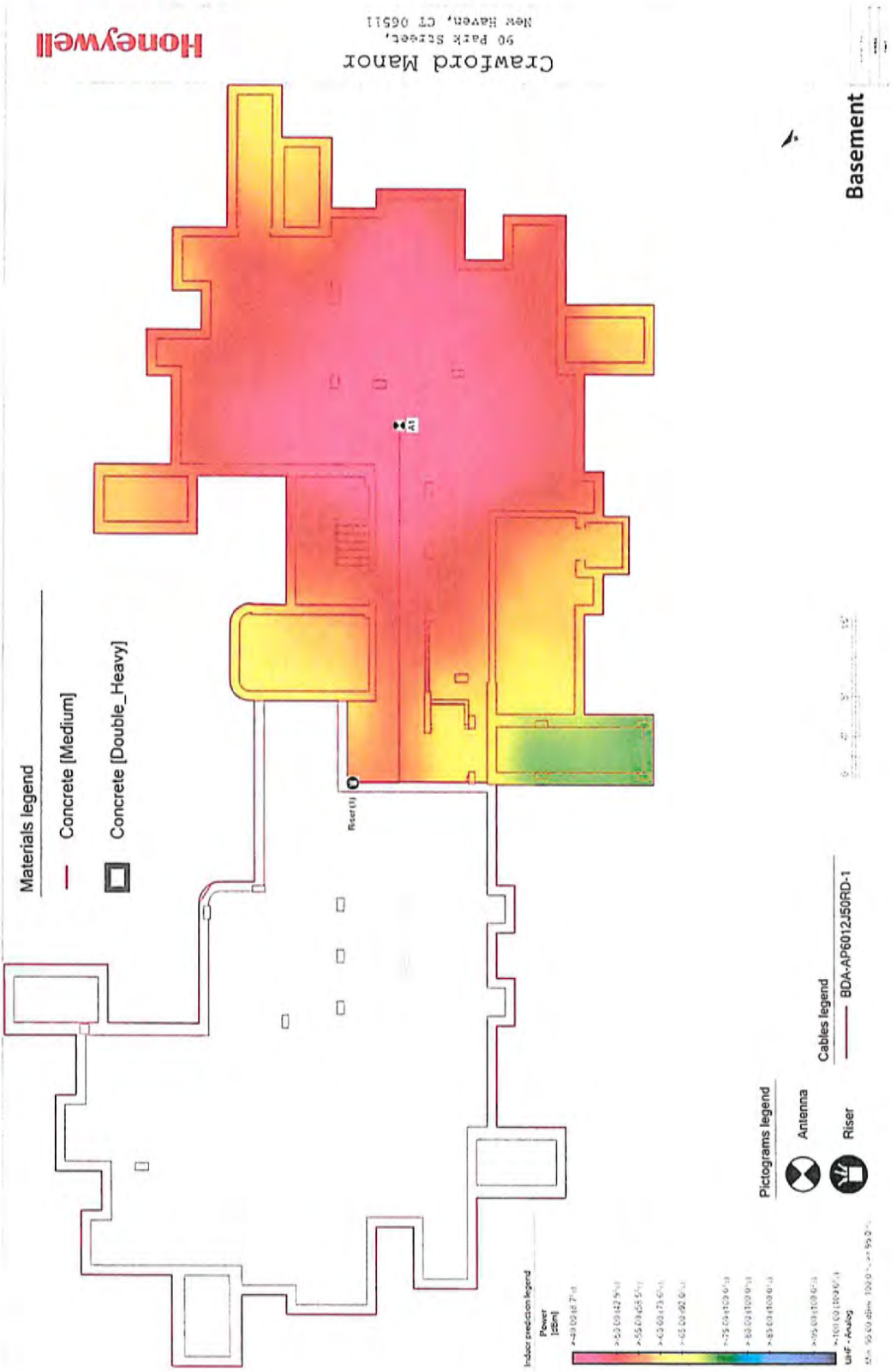
Penthouse

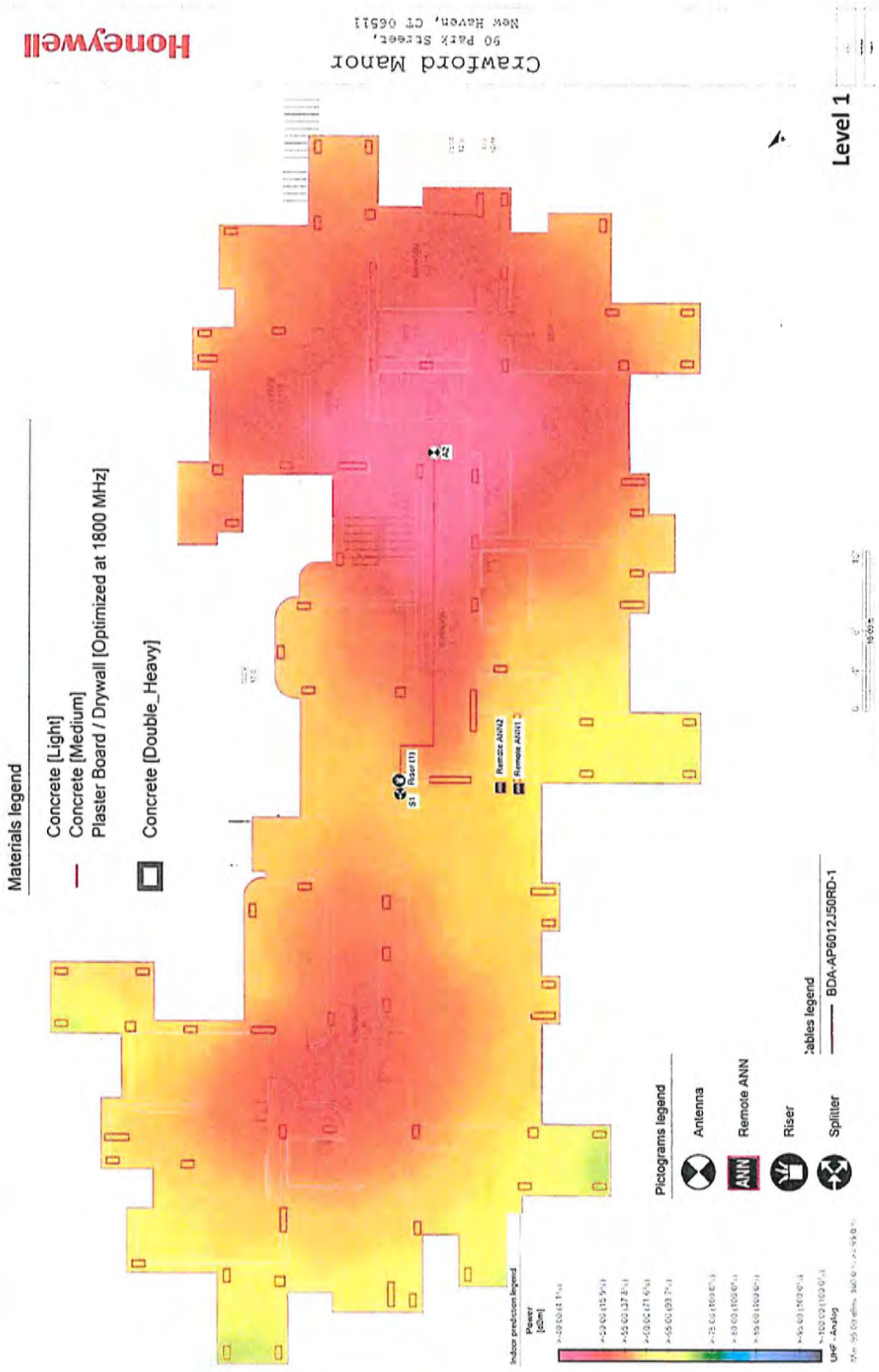


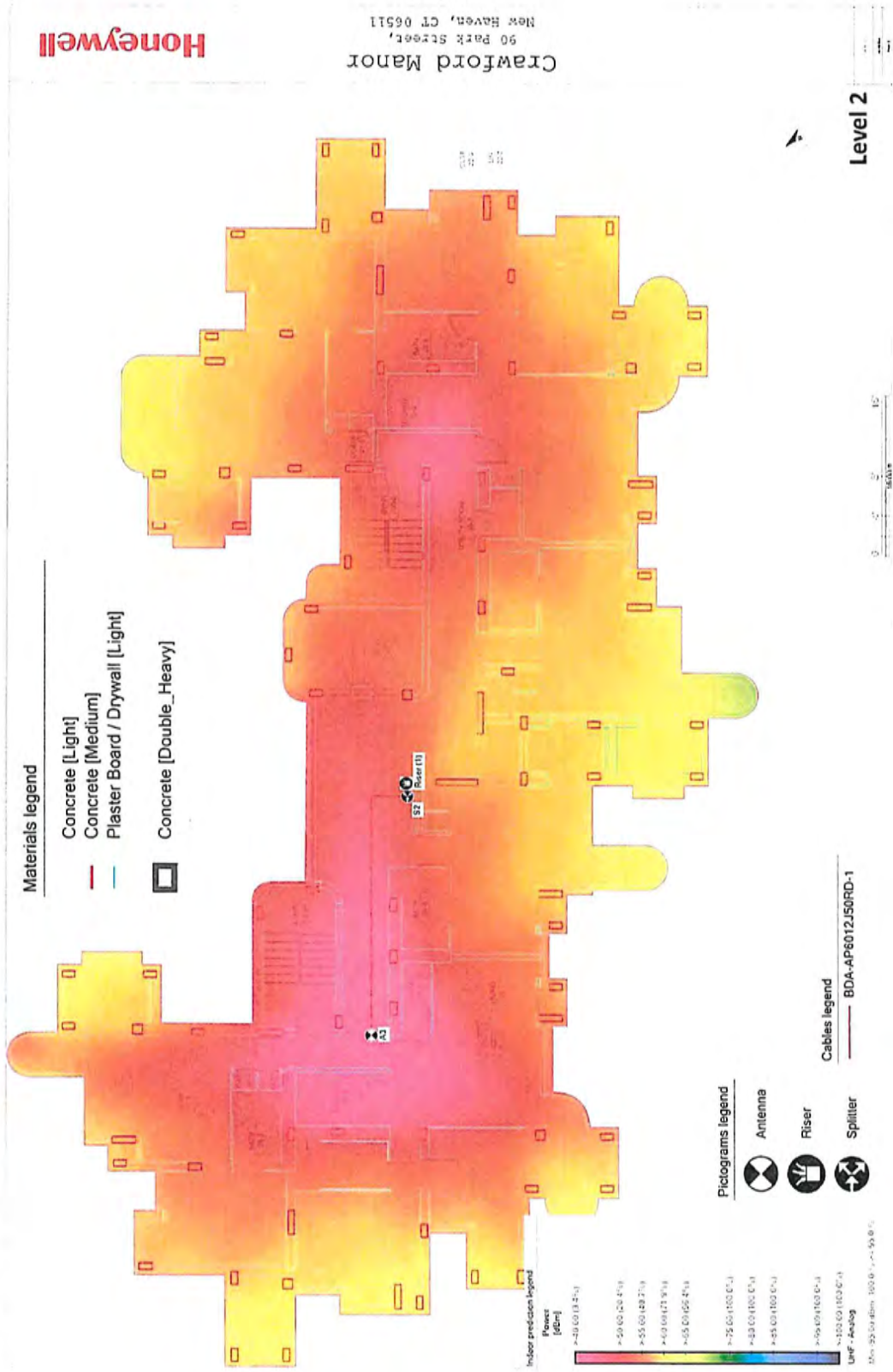


UHF - Analog / Signal strength

Building 1: BASEMENT LEVEL 00

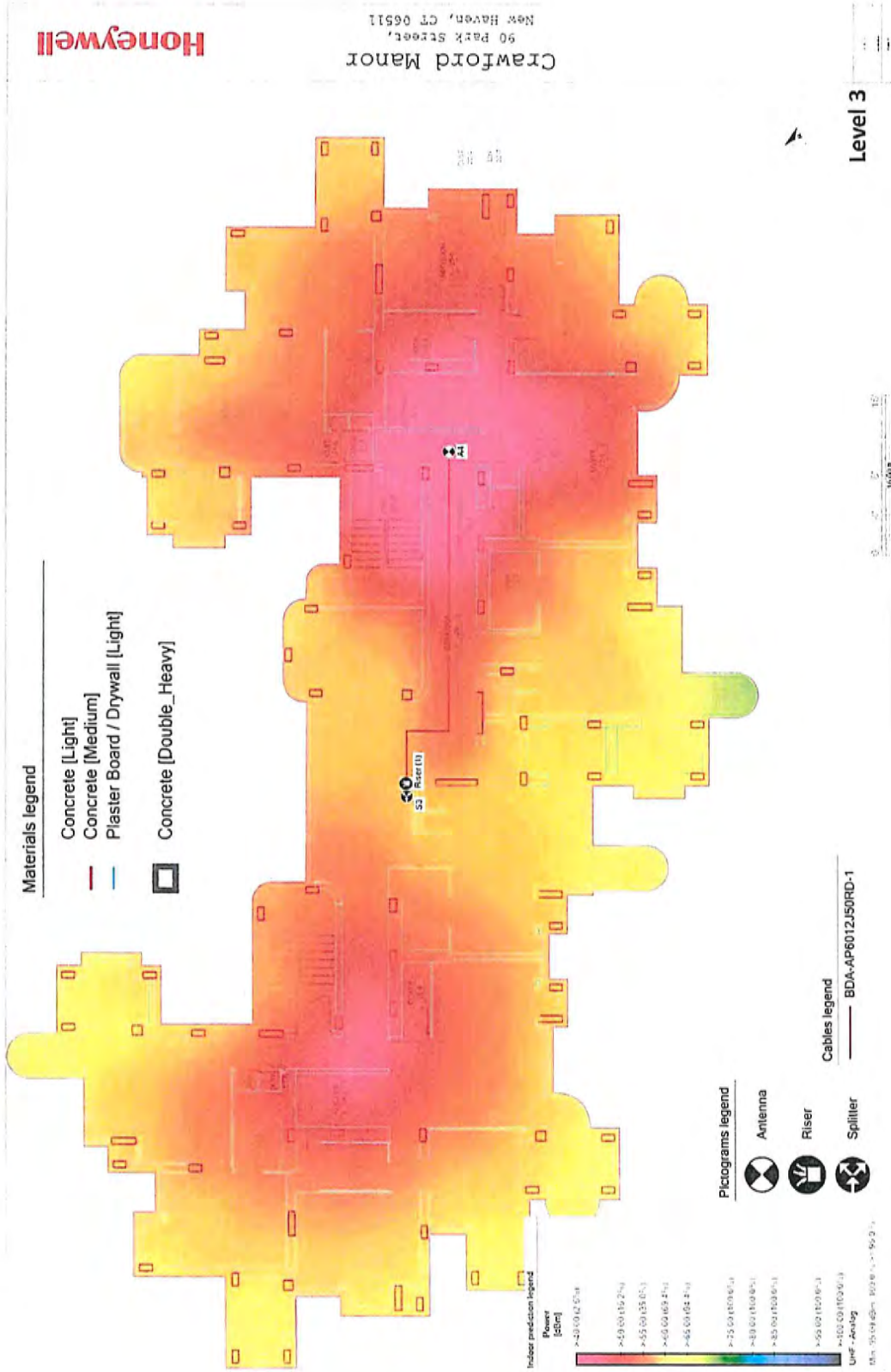


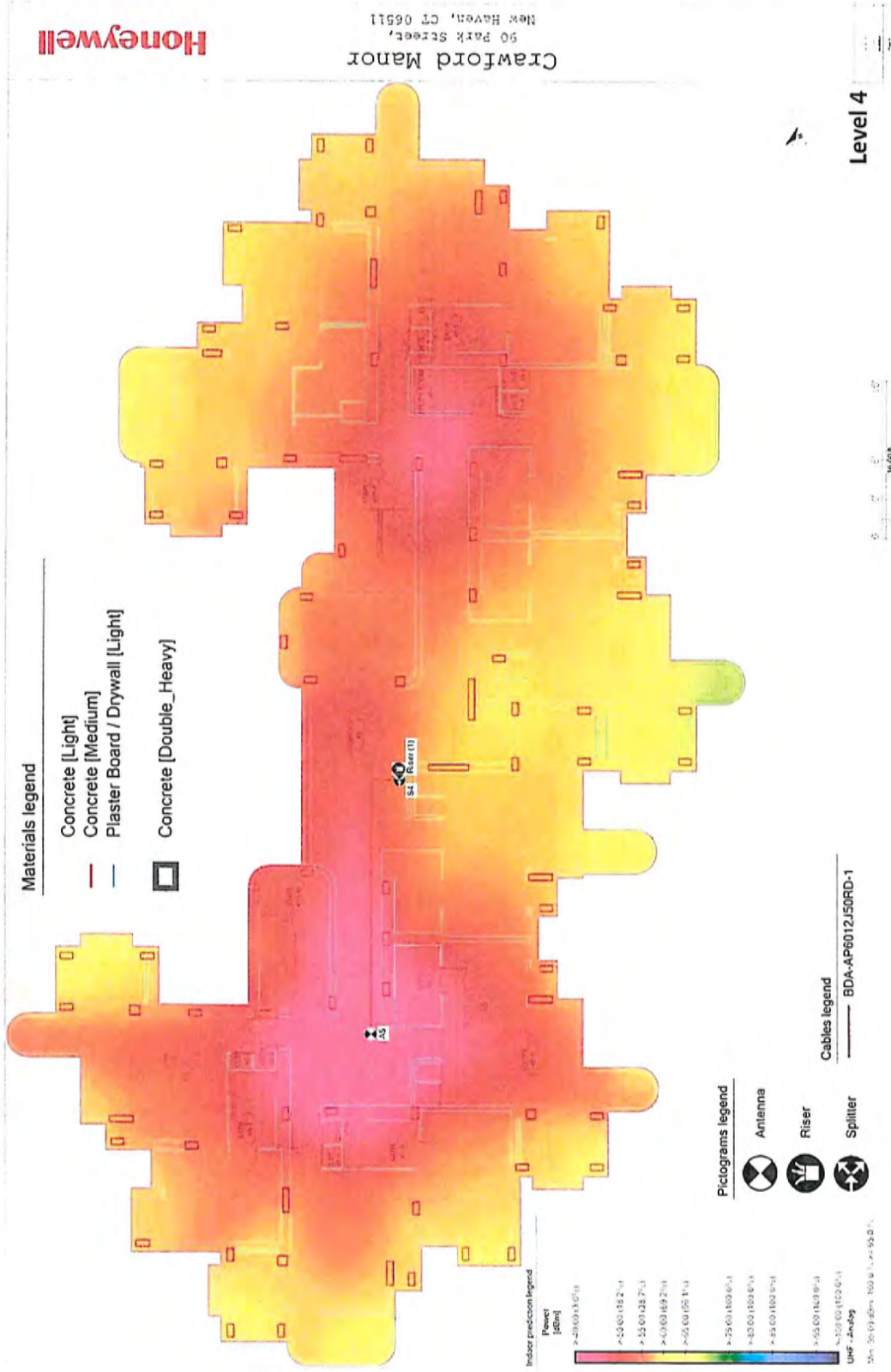


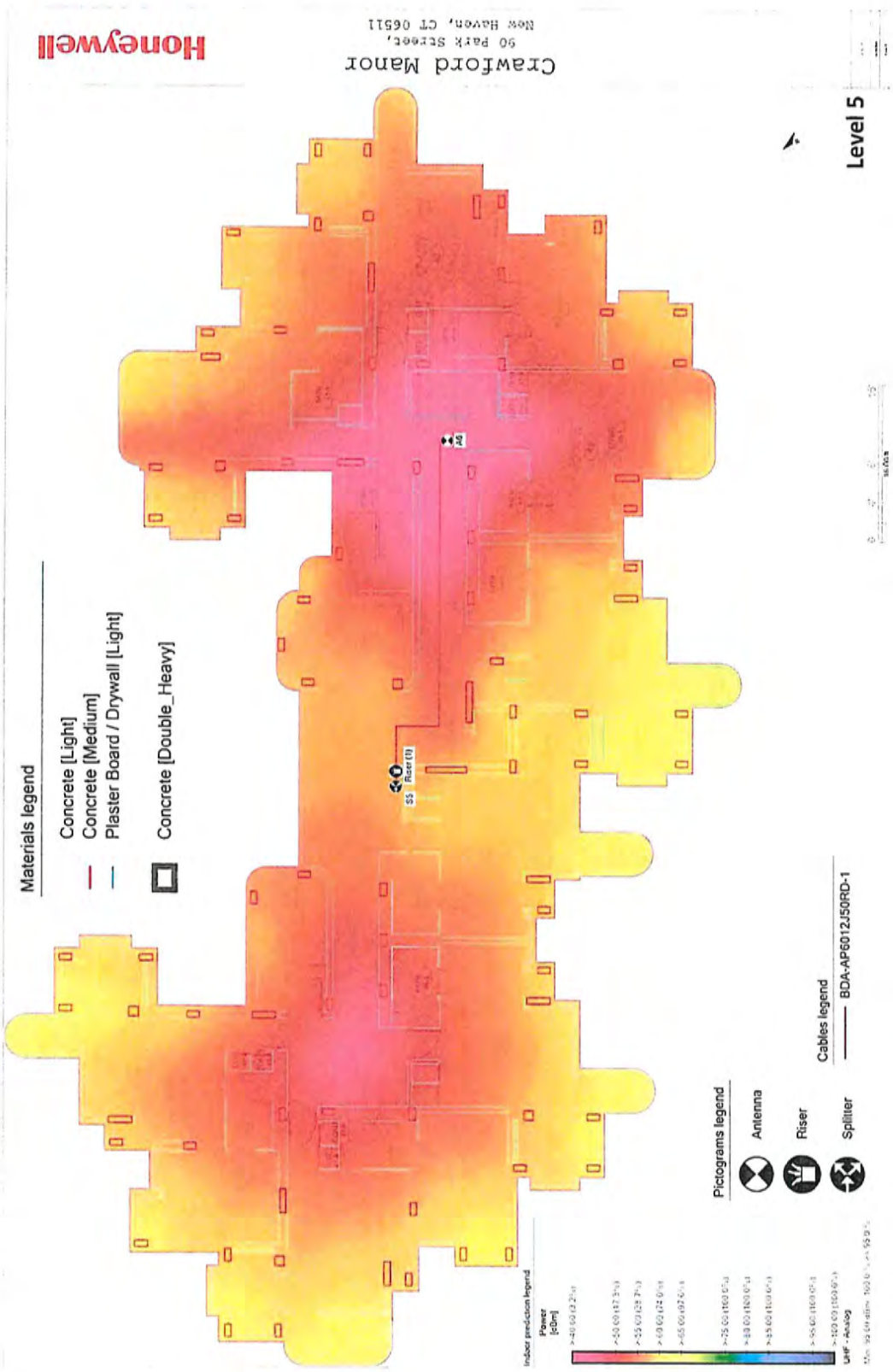


UHF - Analog / Signal strength

Building 1: LEVEL 03

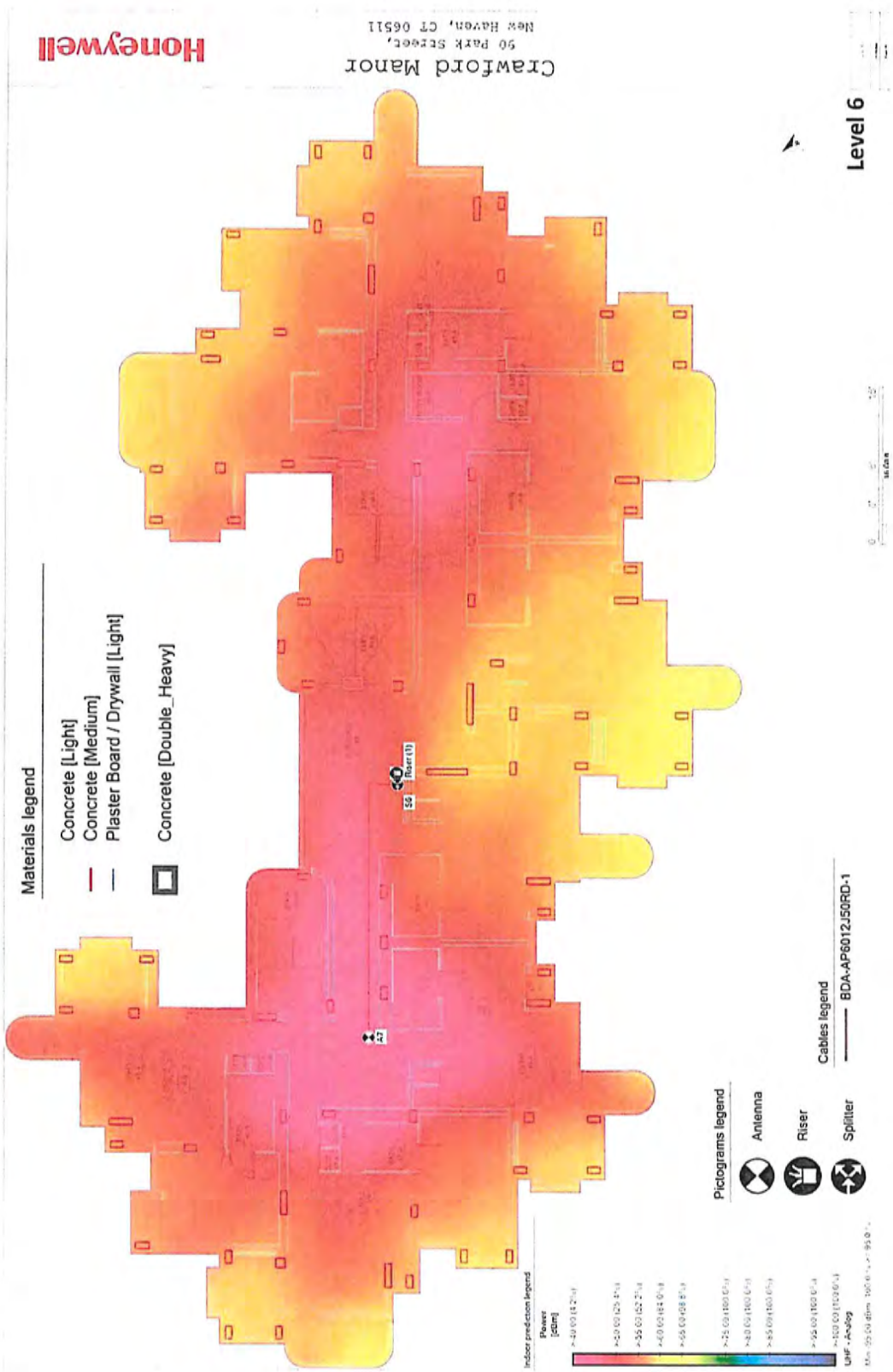






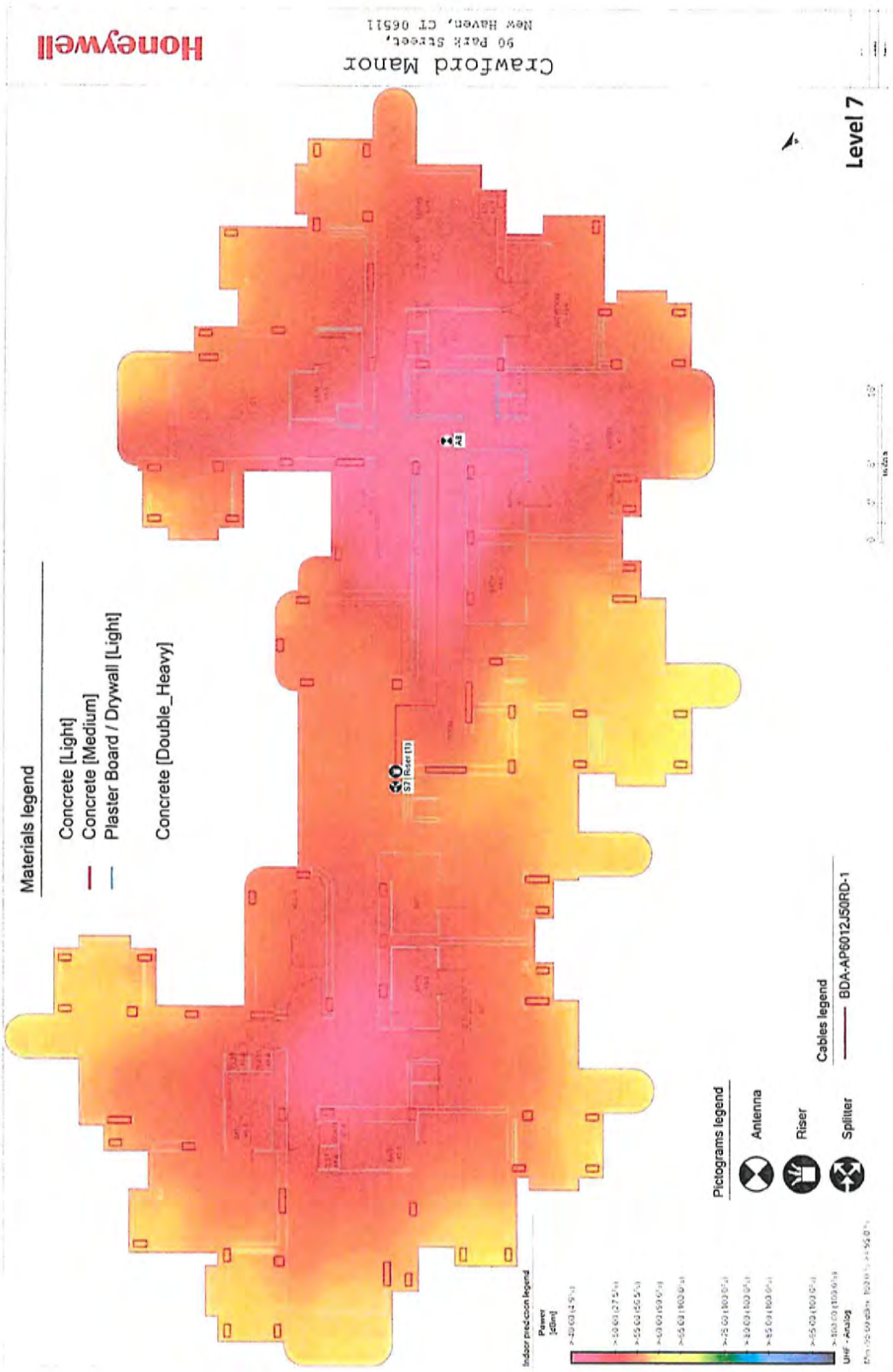
UHF - Analog / Signal strength

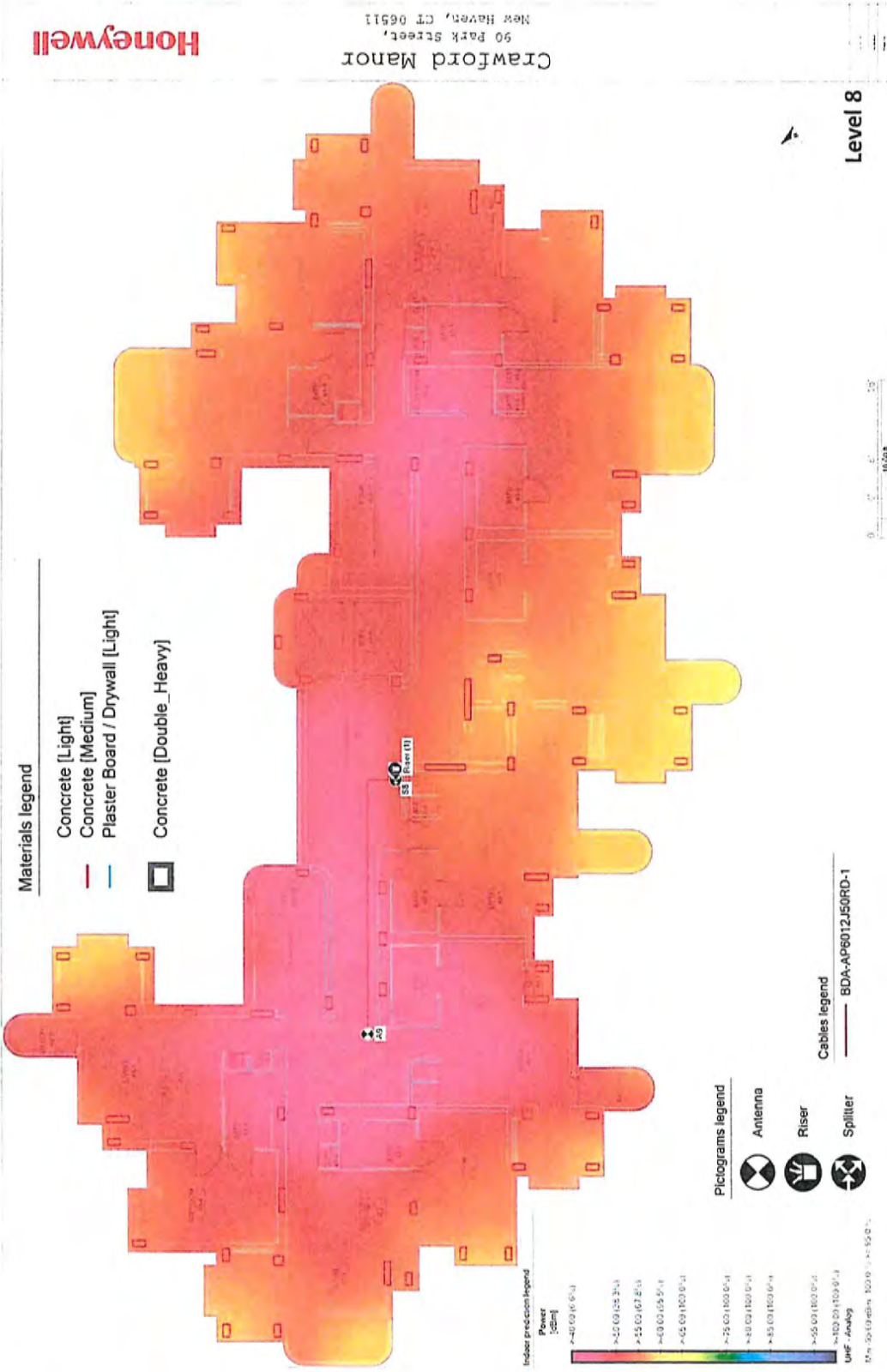
Building 1: LEVEL 06



UHF - Analog / Signal strength

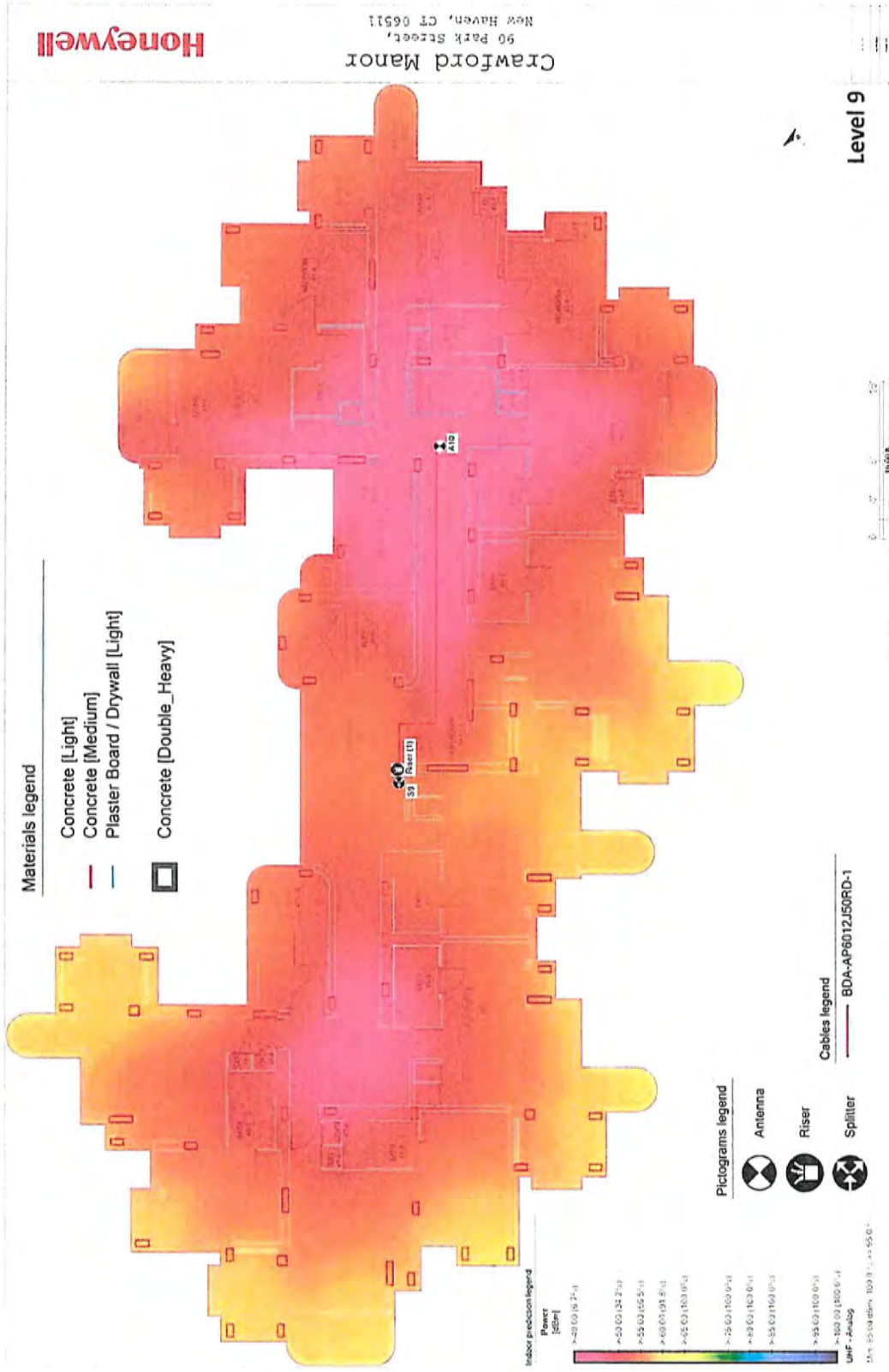
Building 1: LEVEL 07

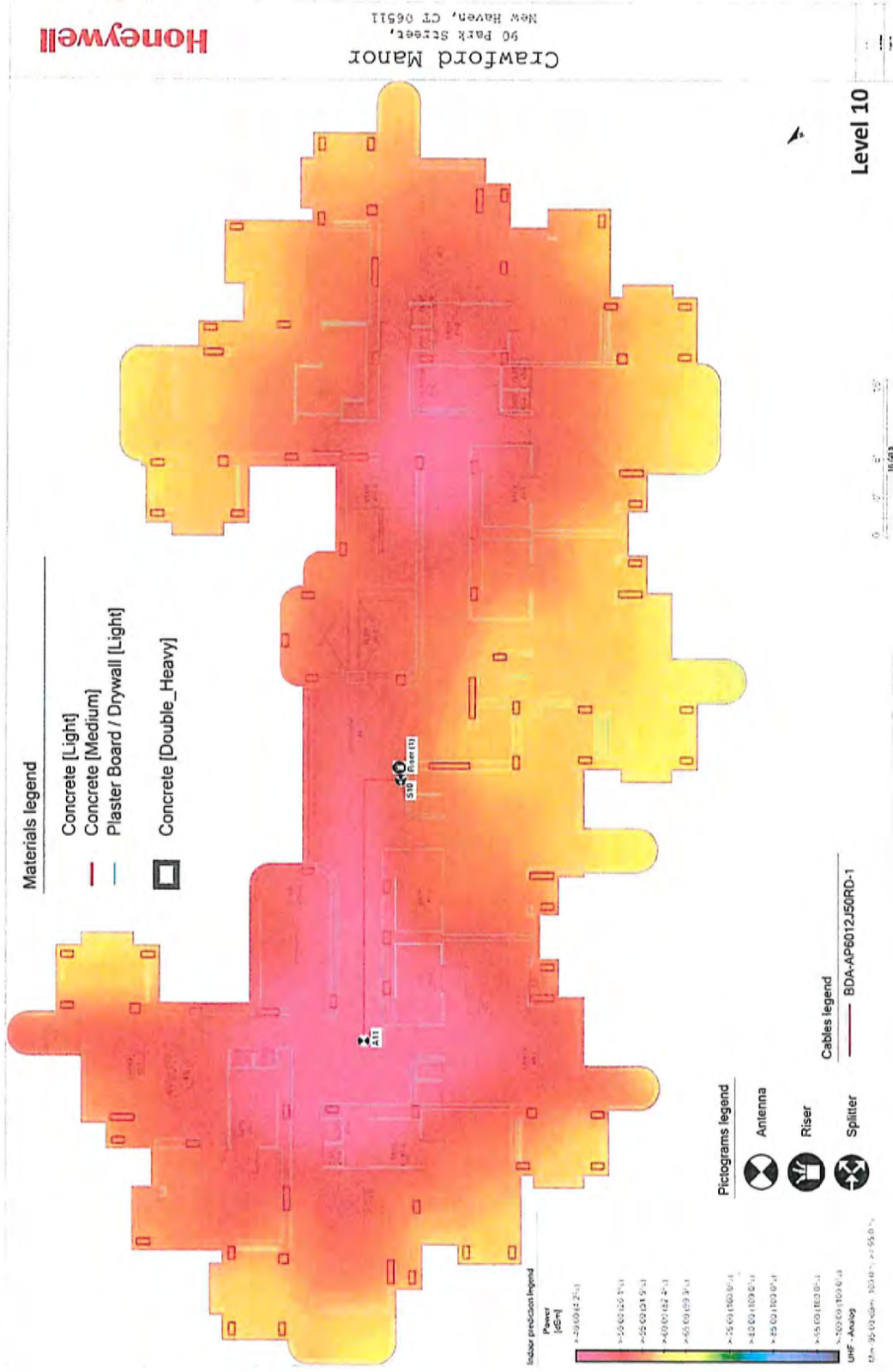




UHF - Analog / Signal strength

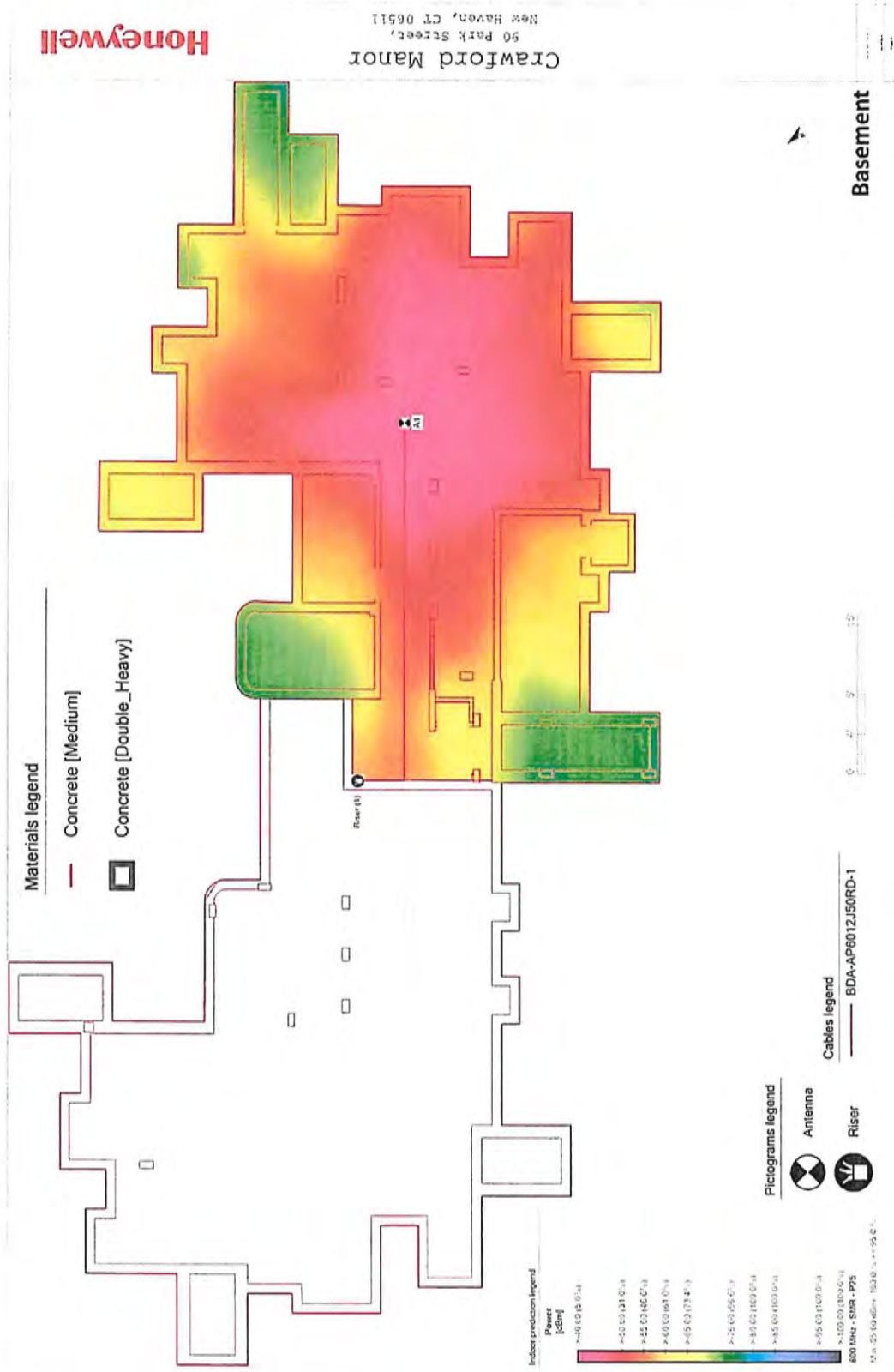
Building 1: LEVEL 09





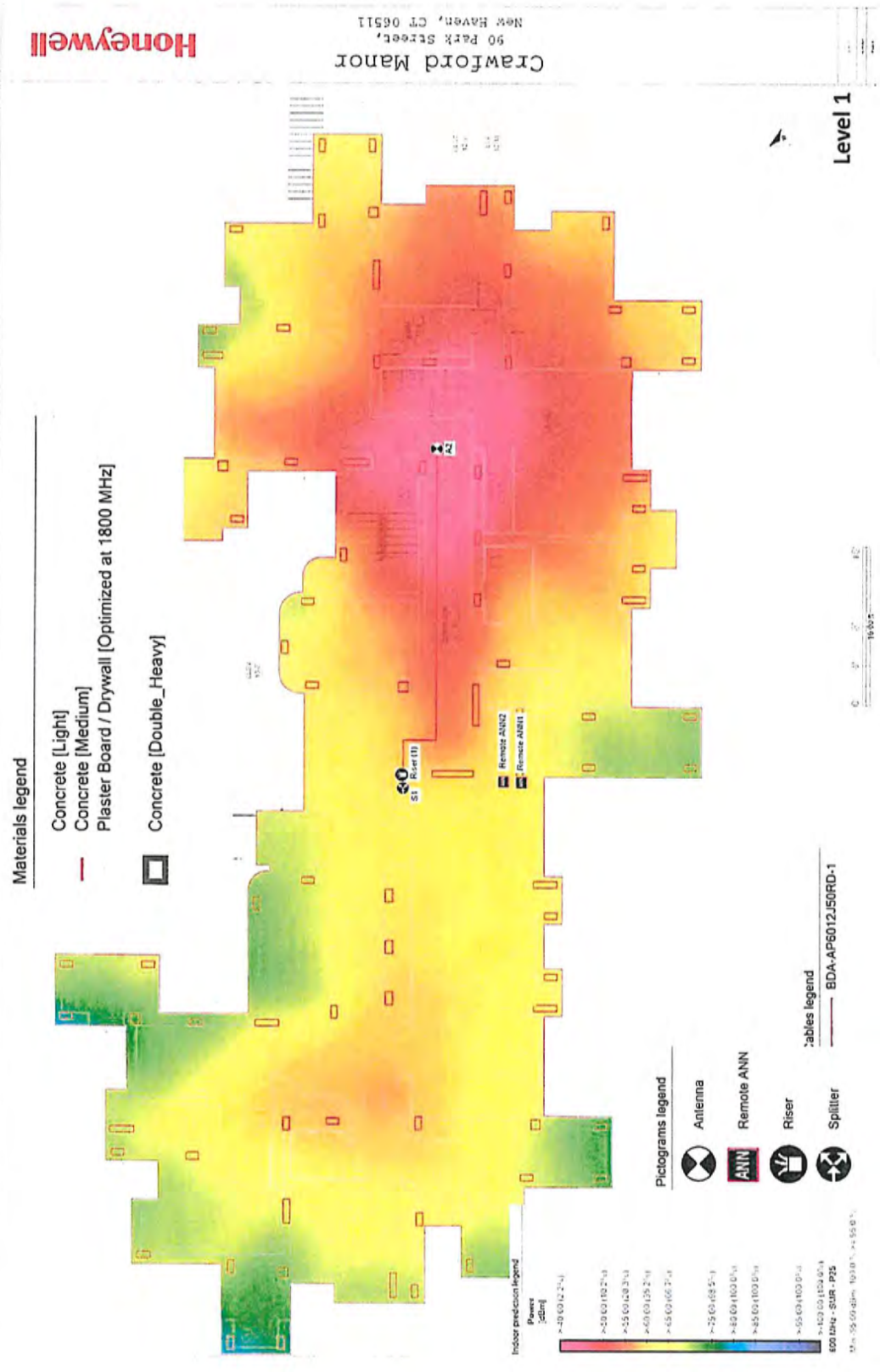
800 MHz - SMR - P25 / Signal strength

Building 1: BASEMENT LEVEL 00



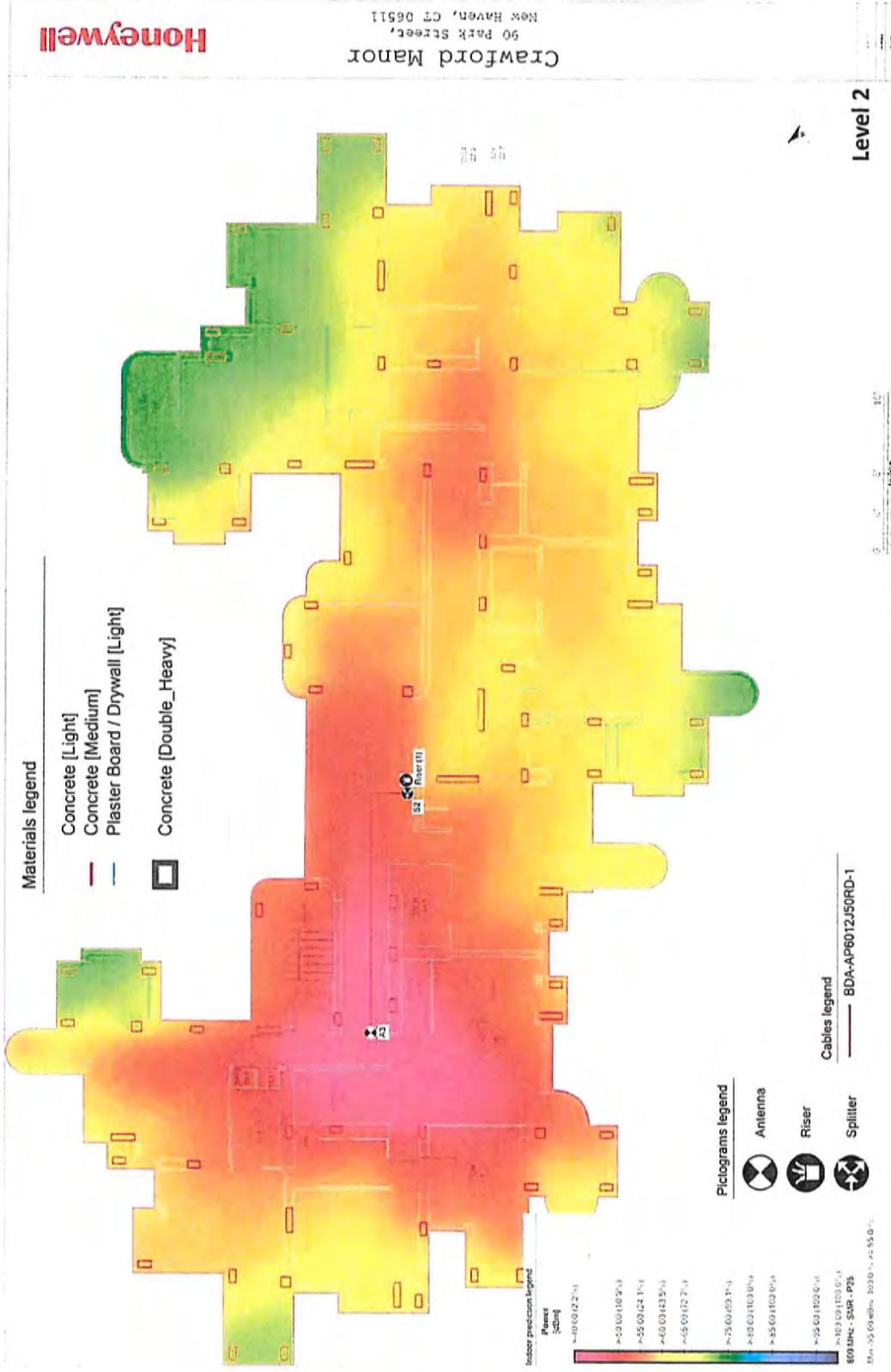
800 MHz - SMR - P25 / Signal strength

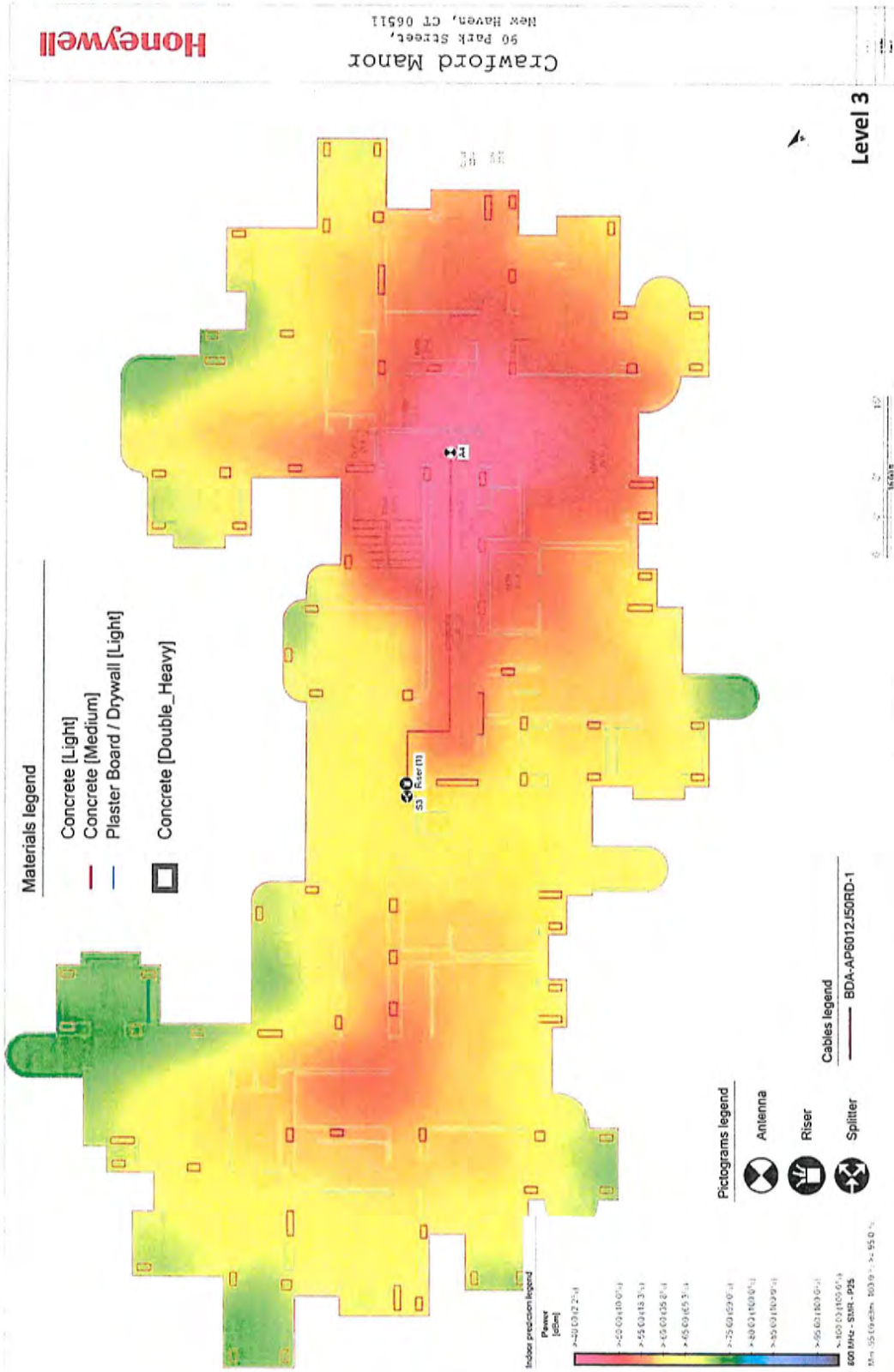
Building 1: LEVEL 01

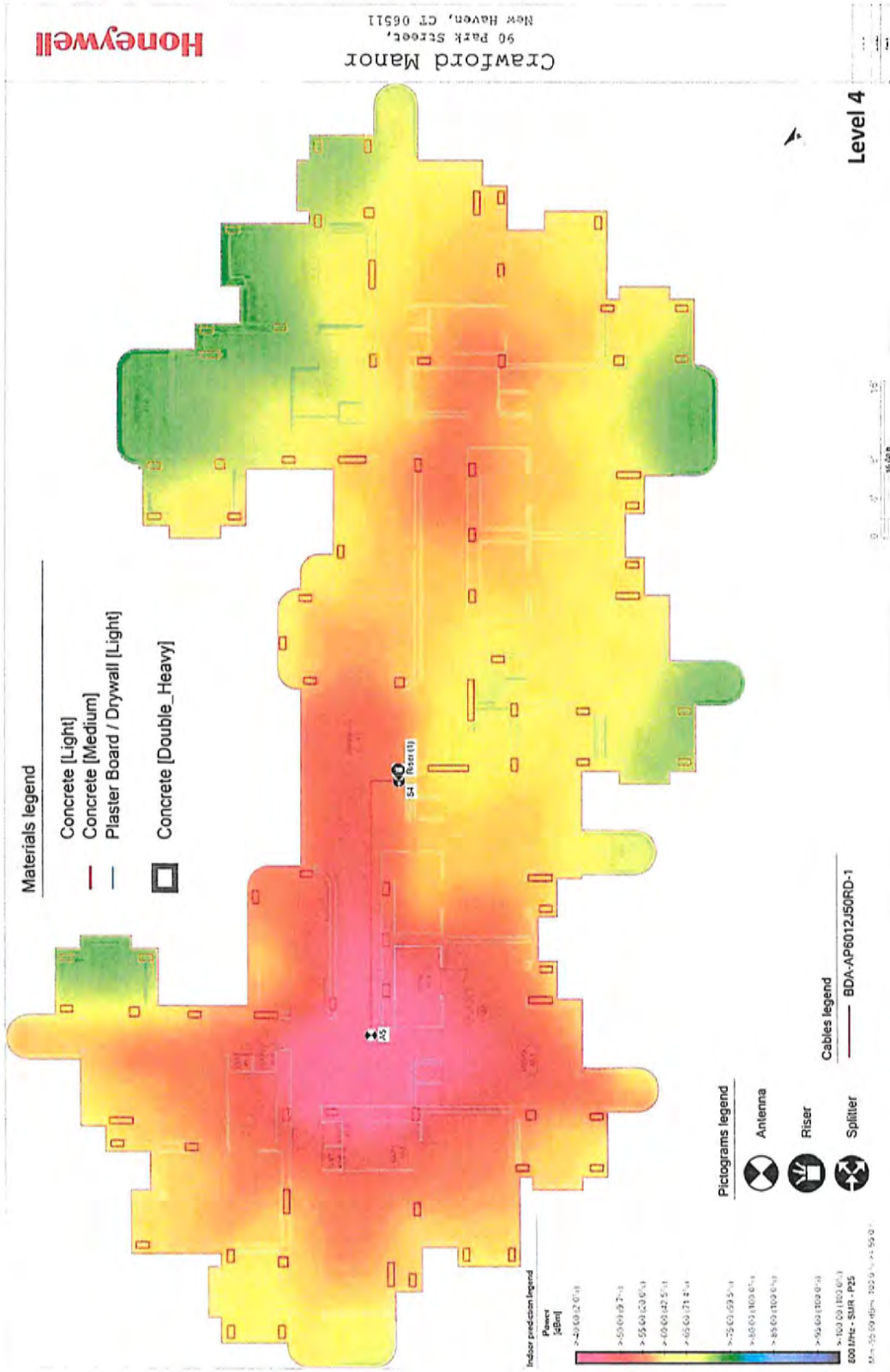


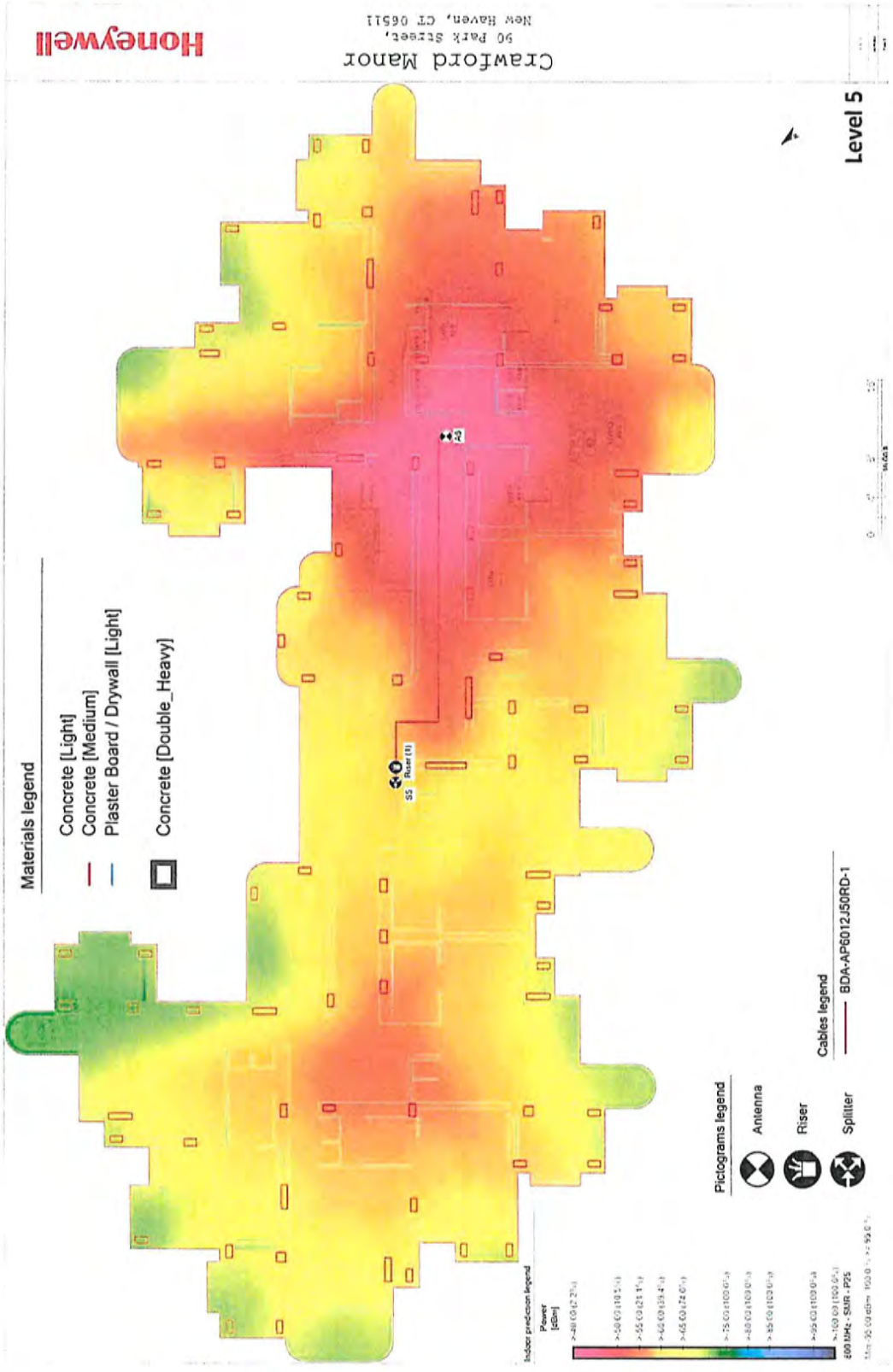
800 MHz - SMR - P25 / Signal strength

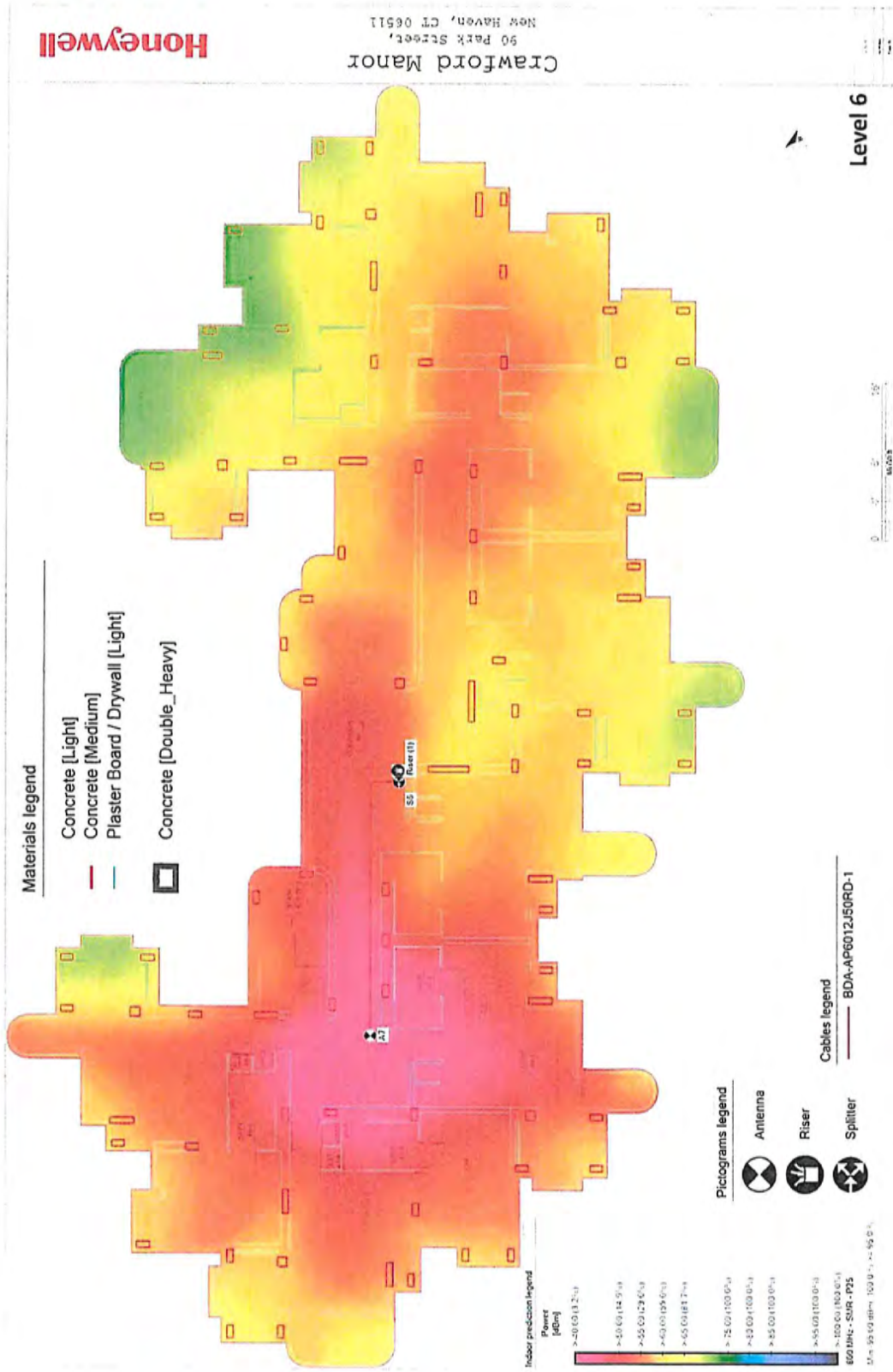
Building 1: LEVEL 02

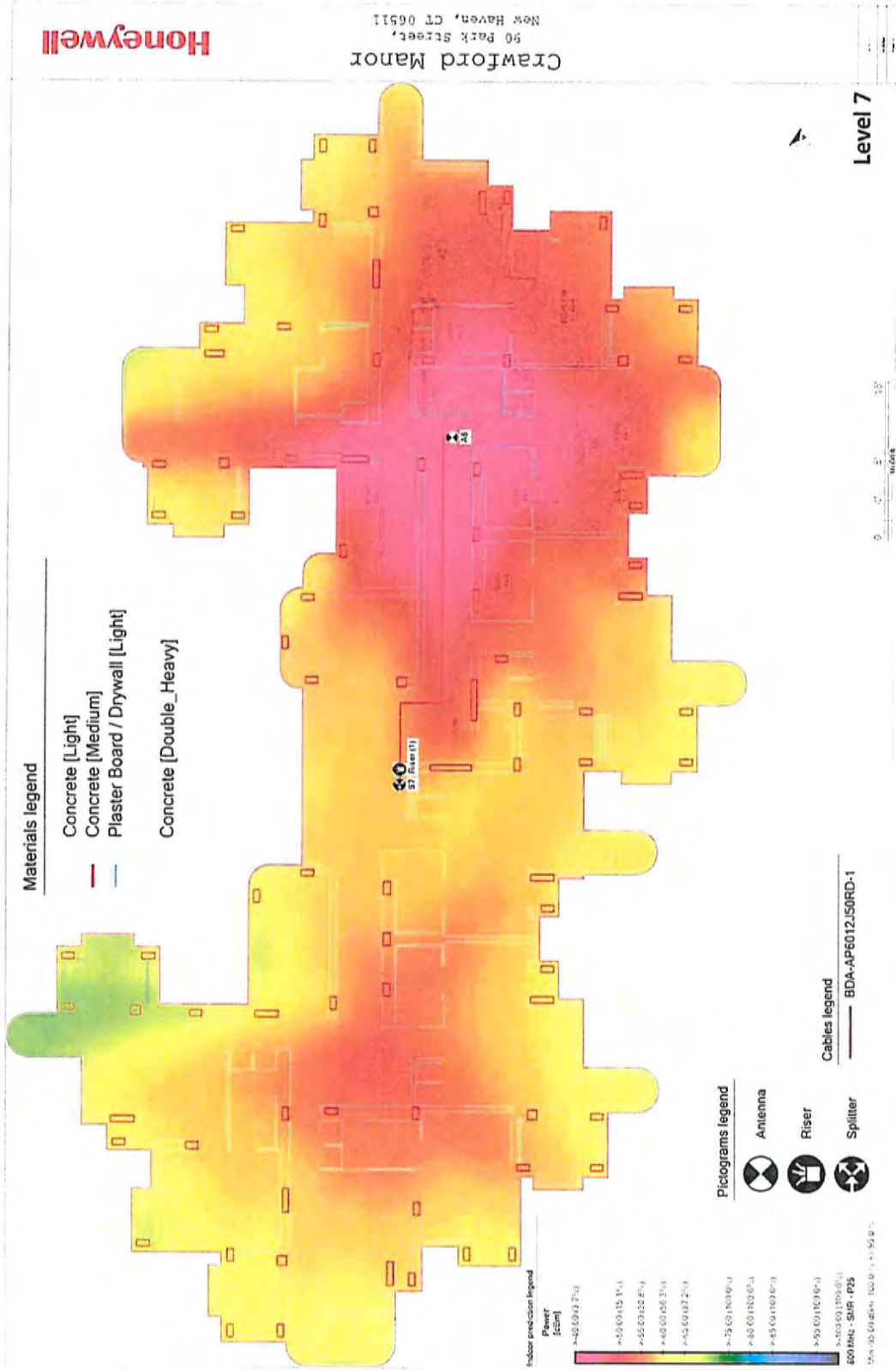






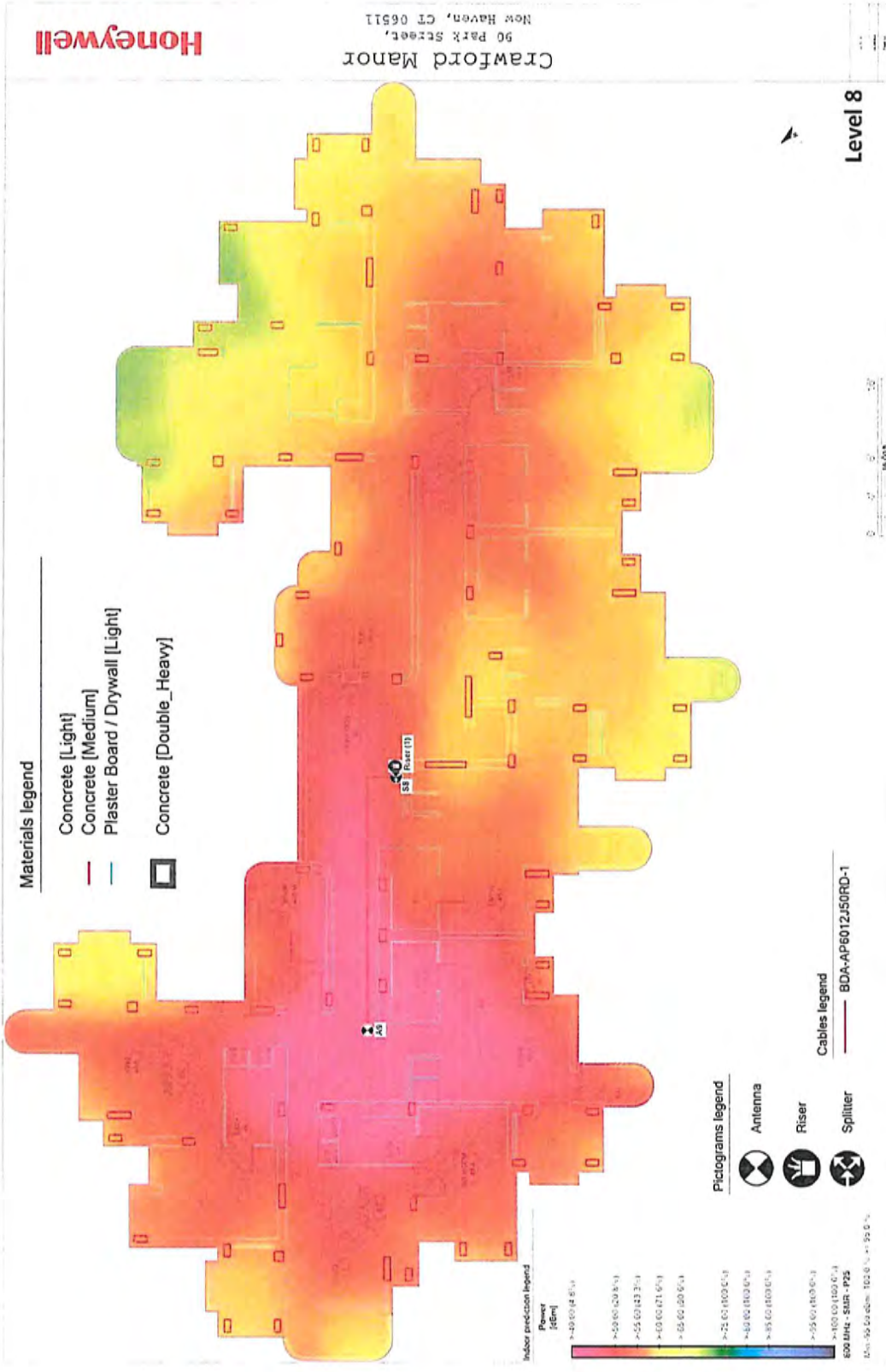






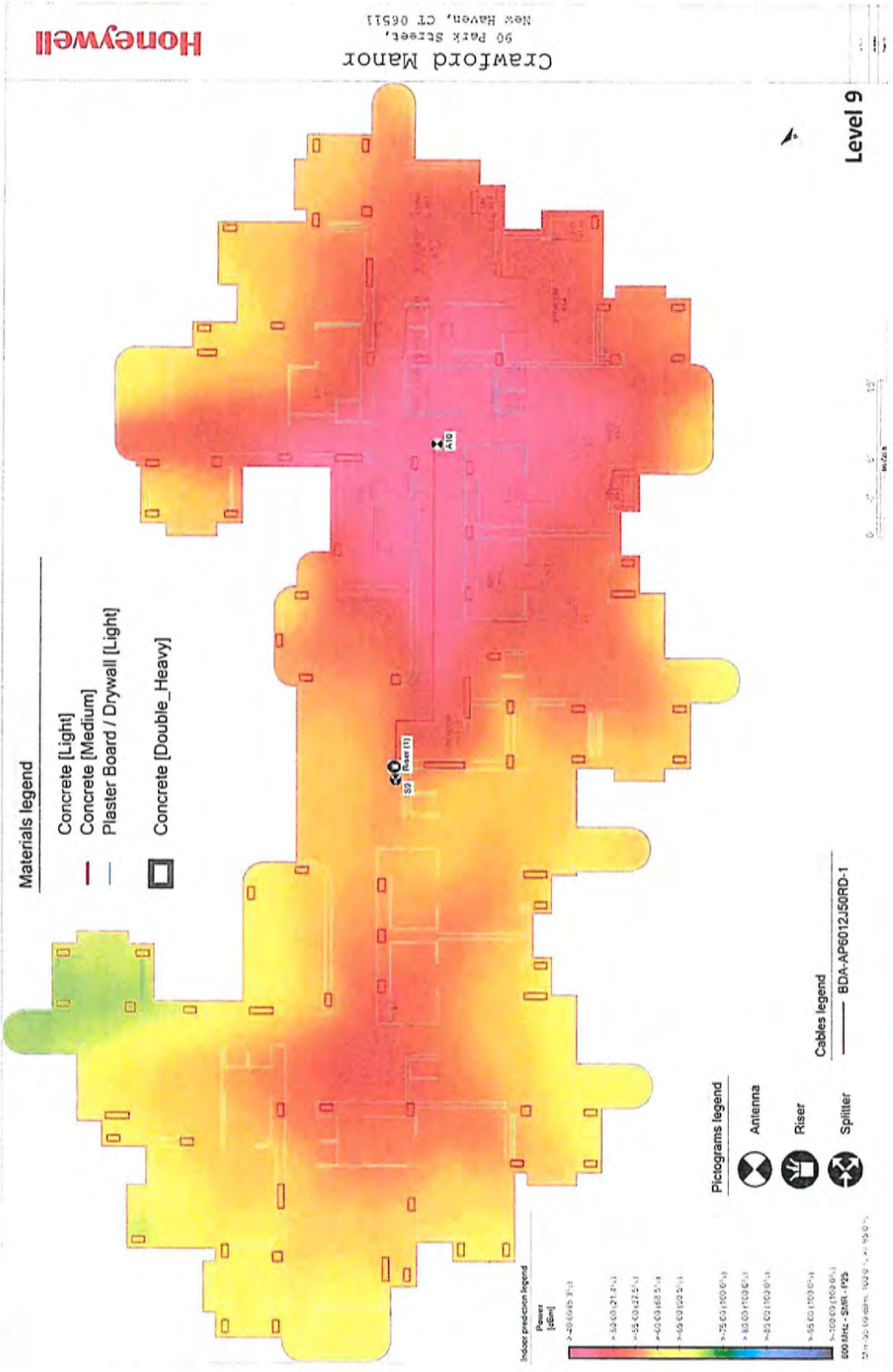
800 MHz - SMR - P25 / Signal strength

Building 1: LEVEL 08



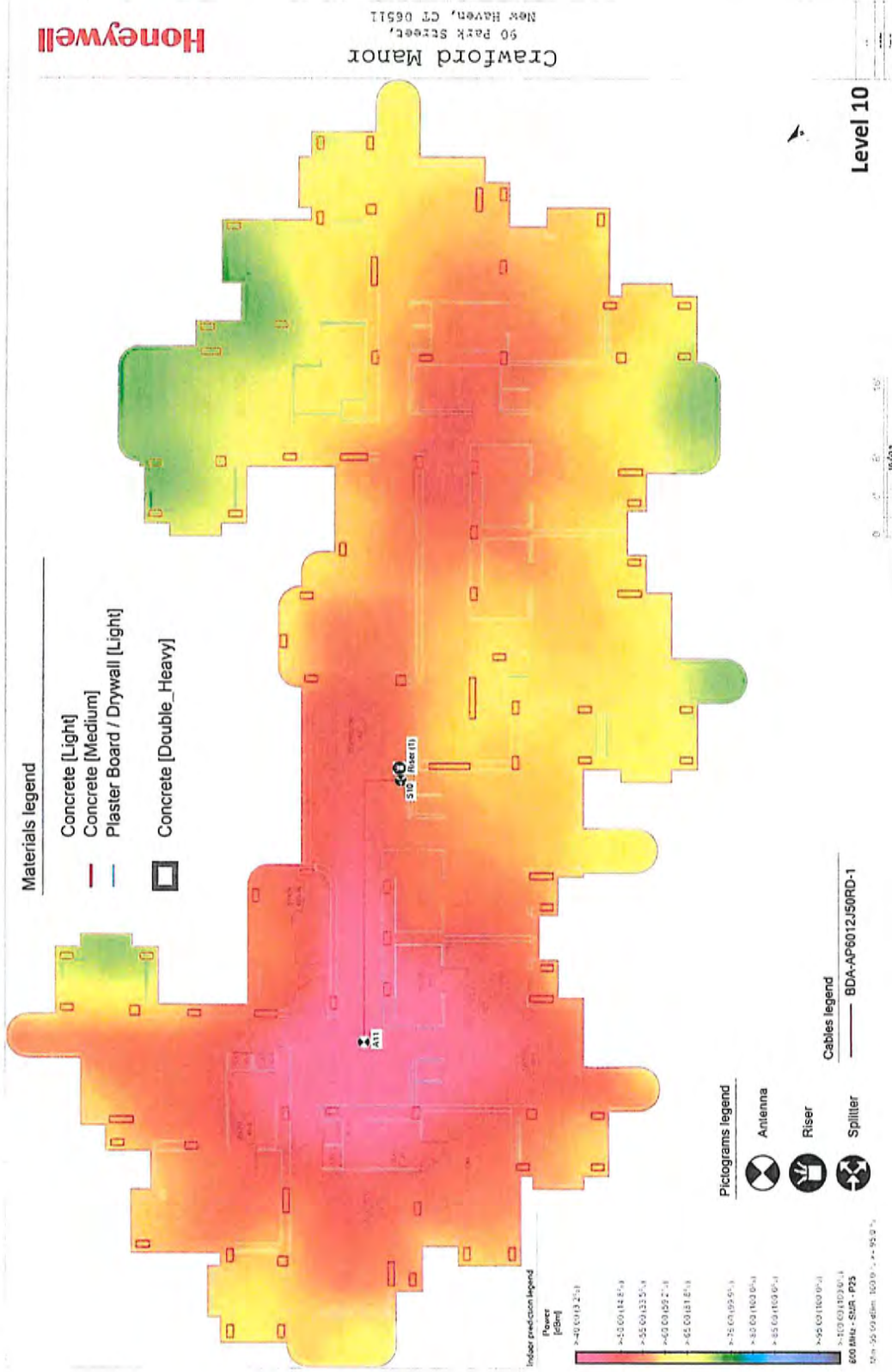
800 MHz - SMR - P25 / Signal strength

Building 1: LEVEL 09



800 MHz - SMR - P25 / Signal strength

Building 1: LEVEL 10



NMP01250 AirCell® 50 Ohm Connectors

For use with AirCell® 1/2" 50 Ohm Plenum, Conduit and In-Conduit Cables

Description	NMP01250
General Specifications	
Interface	N Male
Body Style	Straight
Electrical Specifications	
Impedance, Ohms	50
Operating Frequency Band	0.3 MHz to 6 GHz
Dielectric Withstand Voltage	2 kV DC
3rd Order IMD	-140 dBc minimum, -150 typical
3rd Order IMD, Test Method	2 x 20 Watt carriers
Average Power	0.6 kW
Peak Power, maximum	10 kW
Insertion Loss, typical	0.05
Shielding Effectiveness	-130 dB
Return Loss (VSWR)	
DC to 1 GHz	30 dB (1.06)
1 GHz to 2 GHz	31 dB (1.06)
2 GHz to 3 GHz	32 dB (1.06)
3 GHz to 4 GHz	25 dB (1.12)
4 GHz to 5 GHz	20 dB (1.22)
5 GHz to 6 GHz	15 dB (1.43)
Mechanical Specifications	
Outer Contact Plating	Silver
Inner Contact Plating	Silver
Interface Durability	500 cycles
Interface Durability Test Method	IEC 16916
Minimum Connector Pull-off Force	200 lbs
Environmental Specifications	
Operating Temperature, °F (°C)	-40° to 158° (-40° to 70°)
Storage Temperature, °F (°C)	-40° to 158° (-40° to 70°)
Installation Temperature, °F (°C)	23° to 122° (-5° to 50°)
Immersion Test Method	IEC60529:2001 IP68
Corrosion Test Method	MIL-STD-1344A
Thermal Shock Test Method	MIL-STD-202F
Vibration Test Method	MIL-STD-202F
Regulatory Compliance/Certifications	
RoHS 2011/65/EU Compliant	
TL 9000 H-V - All Cables designed and manufactured under this quality management system	

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Notice: Trilogy disclaims any liability or responsibility for the results of improper or unsafe installation, inspection, maintenance or removal practices

Cable Prep Tool Specification

PCT012-2 AirCell® All-In-One Cable Prep Tool

For use with AirCell® 1/2" Plenum, In-Conduit, and Conduit Cables, 50 Ohm

Description	PCT012-2
General Specifications	
Product Line	Coaxial Cable Tools
Product Type	Drill Mounted Cable Prep Tool
Cable Type	Plenum, In-Conduit, & Conduit Cable
Cable Family	AP6, APC, AC, ACC, & AP
Cable Size	1/2"
Accessories	
Spare Parts/Replacement Blades	PCT012-2RB/3PK
Mechanical Specifications	
Material	Aluminum
Packaging Information	
Package Quantity	1 Tool Per Box

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Notice: Trilogy disclaims any liability or responsibility for the results of improper or unsafe installation, inspection, maintenance or removal practices

50 Ohm Plenum Cable, 1/2" - AP6012J50-RD

Description	Product Number
Plenum Rated Cable	
1/2", Red, Corrugated (6 GHz), Jacketed CMP, Conforms to NFPA-262, UL-444, Canadian CSA 22.2/FT6	AP6012J50-RD
Physical Dimensions	
Center Diameter, in (mm)	0.188 (4.78)
Diameter Over Outer Conductor, in (mm)	0.550 (13.97)
Maximum Diameter Over Jacket, in (mm)	0.63 (16.00)
Center Conductor	Copper-Clad Aluminum
Outer Conductor	Corrugated Aluminum
Jacket Color	Red
Electrical Characteristics	
Maximum Frequency, GHz	10
Peak Power Rating, KW	35
DC Resistance, Ohms/1,000 ft (1,000 m)	
Center	0.46 (1.51)
Outer	0.51 (1.67)
DC Breakdown, kV	2
Capacitance, pF/ft (m)	22 (72.12)
Inductance, mH/ft (m)	0.057 (0.187)
Jacket Spark, kV RMS	8
VSWR min, (dB)	1.25 (19.0)
VSWR typical, 700-960 / 1700-2200 MHz (dB)	1.13 (24.3)
Impedance, Ohms	50 ± 2
Velocity of Propagation	94%
Mechanical Characteristics	
Minimum Bend Radius, in (mm) - Single	2 (50.8)
Minimum Bend Radius, in (mm) - Multiple	5 (127)
Cable Weight, lb/ft (kg/m)	0.13 (0.20)
Bending Moment, ft lb (N m)	1 (1.4)
Tensile Strength, lb (kg)	250 (114)
Flat Plate Crush, lb/in (kg/mm)	78 (1.39)
Number of Bends, minimum	15
Recommended Install Temp., °F (°C)	+5° to 194° (-15° to 90°)
Recommended Storage Temp., °F (°C)	+5° to 194° (-15° to 90°)
Recommended Operating Temp., °F (°C)	+5° to 194° (-15° to 90°)
Standard Conditions	
For Attenuation: VSWR 1.0, Ambient Temperature 20°C (68°F)	
For Average Power: VSWR 1.0, Ambient Temperature 40°C (104°F), Inner Conductor Temperature 100°C (212°F), No Solar Loading	
Regulatory Compliance/Certifications	
RoHS 2011/65/EU Compliant	
TL 9000 H-V - All Cables designed and manufactured under this quality management system	

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Frequency, MHz	Attenuation		Average Power kW
	dB/100 ft	dB/100 m	
100	0.70	2.30	3.98
450	1.50	4.92	1.85
500	1.59	5.22	1.75
600	1.75	5.74	1.58
700	1.87	6.14	1.47
800	1.96	6.43	1.37
900	2.14	7.02	1.29
960	2.23	7.32	1.24
1000	2.30	7.55	1.21
1500	2.85	9.35	0.98
1700	3.05	10.01	0.98
1800	3.14	10.30	0.93
1950	3.24	10.63	0.85
2000	3.33	10.93	0.84
2100	3.42	11.22	0.82
2200	3.50	11.48	0.80
2300	3.59	11.78	0.78
2400	3.67	12.04	0.77
2500	3.75	12.30	0.75
2700	3.90	12.80	0.72
3000	4.14	13.58	0.68
3300	4.33	14.21	0.61
3400	4.45	14.60	0.60
4000	4.91	16.11	0.55
4900	5.61	18.41	0.50
5000	5.69	18.67	0.49
5200	5.92	19.42	0.48
5300	6.03	19.78	0.47
5600	6.37	20.90	0.46
5825	6.83	22.41	0.45

Trilogy AirCell® Cable

Proud to be 100% Made in the USA





NEW HAVEN HOUSING AUTHORITY
CONSTRUCTION CHANGE AUTHORIZATION FORM

PROJECT NAME: Crawford Manor
ADDRESS: 90 Park Street
ARCHITECT: CWA
OWNER: Elm City Communities

CCA #014
DATE: 2/15/23

In order to expedite the work and avoid or minimize delays in the Work, which will affect Contract Sum and / or Contract Time, the Contract Documents are hereby amended to include the additional Work described below:

Please proceed with the following work:

DESCRIPTION OF THE WORK:

Table with 3 columns: Trade Contractor, Description of Scope of Work, Amount. Rows include ESG L&M Unit Price for Additional Range Circuit (\$5,400.00), ESG 8% (N/A), CM FEE 8% (N/A), and Total (\$5,400.00).

The following information is being provided by:

Method of determining value of change in contract:

Form with checkboxes for Lump Sum, Time and Material, Unit price, Other, Eligible, and Ineligible.

Change in Contract Sum: Amount: \$ 5,400.00

Note: Any costs included in this CCA are subject to Accounting Review.

Change in Contract Time:

ARCHITECT: Christopher Williams Architects

HANH MANAGER: New Haven Housing Authority

CONSTRUCTION MANAGER: A. Prete Construction Co., Inc

DATE

DATE

DATE

2/15/23

Elm City Communities/ Housing Authority New Haven/ Glendower Group
 360 Orange Street
 New Haven, CT 06511

Contract No. _____
 Project No. _____
 Change Request No. 14
 SK-02


CONTRACTOR'S CHANGE ORDER PROPOSAL

Contractor Name:	A. Prele Construction	Date:	02/15/23
Address:	156 Fulton Terrace	Allowance	
	New Haven CT 06512	Change Order	14
Telephone No.:	203-469-1396		

SECTION A: CONTRACTOR WORK	HANH REVISIONS	
1. Total Contractor Labor (from Labor Worksheet)	\$0.00	
2. Total Contractor Material (from Material Worksheet)	\$0.00	
3. Total Contractor Equipment (from Equipment Expense Proposal)	\$0.00	
4. SUBTOTAL (total lines 1 through 3)	\$0.00	
5. Premium Portion of Overtime (from Labor Worksheet)	\$0.00	
6. Contractor's Markup Combined Overhead and Profit (% of line 4)	\$0.00	
7. CONTRACTOR TOTAL (Total lines 4, 5 and 6)	\$0.00	

SECTION B: SUBCONTRACTOR WORK	(From Subcontractor's Proposal - Use a separate form for each Sub)	
9. Names of Subcontractors:	Base Cost Only (Line D3)	up to 8% Markup (Line D4)
A. ESG	\$5,400.00	
B. _____		
C. _____		
D. _____		
E. _____		
10. TOTAL SUBCONTRACTORS' PROPOSALS	\$5,400.00	
11. CM's/G Contractor's Markup on Subs' Cost (per Contract):		
11a. Overhead 2%		\$0.00
11b. Profit 6%		\$0.00
11c. _____		\$0.00
12. Subcontractors' Premium Portion of approved Overtime		\$0.00
13. SUBCONTRACTOR TOTAL		

SECTION C: TOTAL CONTRACTED UNIT PRICE COSTS (from Unit Price Worksheet)	14.	
--------------------------------------------------------------------------	-----	--

SECTION D: CONTRACTOR'S REQUESTED TOTAL		Round Totals to Nearest Dollar
15. AMOUNT REQUESTED	(Total lines 7, 13, and 14.)	\$5,400.00
Signature of Contractor's Authorized Representative:  _____ Date: _____ Print Name: _____ Print name of Contact Person (if different): _____ Print Title: _____ Phone No. (if different from above): _____		

SECTION E: CONSTRUCTION MANAGER'S/A/E REVIEW

I have reviewed the labor hours, material quantities and equipment and no exceptions are taken to the Proposal. see comments noted on proposal or below.

By: _____ Date: _____ Phone No.: _____

Construction Manager/A/E _____
 Project Manager _____
 Construction Officer _____

Line	Amount	Line	Amount	Line	Amount

Elm City Communities/ HOUSING AUTHORITY NEW HAVEN/ Glendower Group
 360 ORANGE STREET
 NEW HAVEN, CT 06511

Contract Number 14
 Project Number _____
 Change Request No. _____

UNIT PRICE WORKSHEET

Contractor Name: <u>A. Prete / ESG</u>		Page Number: <u>1</u> of <u>1</u>		Date: <u>02/15/23</u>	
Address: _____					
Telephone Number: _____					
FOR UNIT PRICES SPECIFIED IN THE CONTRACT DOCUMENTS					
Spec. Section	Description	Quantity	Unit	Unit Cost	Total Cost
Unit #3	Electrical Circuil to range hood	9		\$600.00	\$5,400.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
A. TOTAL CONTRACT UNIT PRICE COSTS				\$5,400.00	

For Contractor Work or Subcontractor Work carry forward to Contractor's Proposal, Section C.

Crawford Manor- Range hood circuits

Jonathan Prete <JPrete@aprete.com>

Mon 1/23/2023 10:31 AM

To: Bob Gagliardi <bobg@esg-ct.com>

Cc: Ed Napolitano <edn@esg-ct.com>; Nick Ferraro <nferraro@aprete.com>

Bob

See below units that require circuit

Required Electric supply for hood range: unit #

15th fl.- 157,156,155,154,152-5

14th fl.-141,142,143,147,146-5

13th fl.-138,137,136,135,132,131-6

12th fl.-128,127,126,125,123,121-6

11th fl.-112,113,114,115,116,117-6

10th fl.-107,108,106,104-4

9th fl.-97,98,94,92-4

8th fl.-82,84,85,86,87,88-6

7th fl.-75,77,73-3

6th fl.-61,62,63-3

5th fl.-52,53,54,55,56,57,58-7

4th fl.-42,43,45-3

3rd fl.-31,35,32-3

2nd fl.-26,25-2

1st fl.- 1-1

There are 64 units in total that require a range circuit. drawings call out to carry 50 % which would be 55.
Please provide a CO for the additional 9

Jonathan Prete


Vice President

203.469.1396 ext 111 Ofc

203.996.3453 Cell

203.468.2034 Fax

jprete@aprete.com

 A Prete_Square Logo

A. Prete Construction Co., Inc.

156 Fulton Terrace

New Haven, CT 06512

www.aprete.com

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DETAILED CHANGE ORDER LOG

Project Name	Crawford Life Health and Safety Upgrades						
Contractor Name	Prete Construction				10% BOC Threshold	\$331,770.30	
Contract No.	PM-22-C-593			Total Contract threshold		\$3,649,473.30	
Original Contract Value	\$3,317,703.00						
Original SOW Value	\$3,296,503.00			Original Contract Start Time	6/6/2022	2/1/2023	
Allowance	\$21,200.00						
Change Order Summary	No.	Proposed Value	Final Value	Adjusted Allowance	Adjusted SOW Value	Adjusted Contract Value	Contract End Time
PCO #2 Split System Adjustment Unit Heater-1		\$3,257.28					2/1/2023
PCO#3 Booster Pumps		\$153,330.76					2/1/2023
	1		\$166,588.04		\$3,463,091.04	\$3,484,291.04	
Door Modifications Per New Haven Fire Marshals Office PCO Signed 10/27/2022	2	\$27,430.29	\$27,430.29		\$3,490,521.33	\$3,511,721.33	2/1/2023
Bathroom repairs at 11 apts. (CCD #1 bathroom repairs)	3		\$64,922.33		\$3,555,443.66	\$3,576,643.66	2/1/2023
Additional isolation valves	4		\$23,524.01		\$3,578,967.67	\$3,600,167.67	2/1/2023
Existing boiler exhaust repairs; cmnty rm abate; replace main bldg. water shutoff valve	5		\$33,267.03		\$3,612,234.70	\$3,633,434.70	2/1/2023
Time Extension due to supply chain issues related to FA components	6		\$0.00		\$3,612,234.70	\$3,633,434.70	3/3/2023
No Cost Time extension	7		\$0.00		\$3,612,234.70	\$3,633,434.70	4/2/2023
Fire Dept required Bi-Directional Amplification System (BDA)	8		\$194,398.13		\$3,806,632.83	\$3,827,832.83	4/2/2023
9 Additional Range Hood Circuits--Unit Pricing	9		\$5,400.00		\$3,812,032.83	\$3,833,232.83	4/2/2023
Replacement of additional Main Water shut off bypass to main waterline & meter NTE	10		\$13,521.55		\$3,825,554.38	\$3,846,754.38	4/2/2023
Total			\$529,051.38		\$3,825,554.38	\$3,846,754.38	11/17/2023

Pending BOC approval Mar 23
 Pending BOC approval Mar 23
 Pending BOC approval Mar 23
 Pending BOC approval Mar 23

MEMORANDUM

TO: Board of Commissioners

DATE: March 21, 2023

FROM: Karen DuBois-Walton, Ph.D., President

RE: Resolution authorizing Change Orders #19 through #24 to BRD Builders, LLC Essex Exterior Envelope and Dwelling Unit Improvements Contract in the Combined Amount Not to Exceed \$32,004.22 Bringing the Adjusted Contract Value From \$2,798,102.07 to \$2,830,066.37

ACTION: Recommend that the Board of Commissioners adopt Resolution #03-18/23-R

TIMING: Immediately

DISCUSSION: At Essex Townhouses, 1134 Quinnipiac Avenue, ECC/HANH determined a need to upgrade the development including roofs, gutters, windows, doors, siding, bathrooms, flooring, etc.

On September 21, 2021, the Board of Commissioners authorized contract award to BRD Builders, LLC who submitted the most responsive and responsible bid in the amount of \$1,919,761.30.

As work progressed, ECC/HANH authorized Change Order #1 for Pella fiberglass casement windows in the amount of \$16,816.24 extending contract time to November 26, 2022; Change Order #2 for PVC trim at fascia and rakes in the amount of \$20,881.26; Change Order #3 for continuous hinges at full and half bath hollow metal door frames in the amount of \$8,633.52; Change Order #4 for bathroom tub surrounds that will provide a more sustainable wall surface in the amount of \$135,230.28 extending contract time until January 25, 2023 in anticipation of long lead-time delivery; Change Order #5 to add bathroom grab bar blocking in the amount of \$3,627.26 extending contract time until January 29, 2023; and Change Order #6 for material cost increase for replacement of discontinued bathroom vanity tops in the amount of \$4,428.98. These combined changes were under 10% and did not require prior Board approval. Following authorization of Change Order #6, the adjusted contract value increased from \$1,919,761.30 to \$2,109,378.84.

On September 20, 2022, the Board authorized Change Order #7 for bathroom floor ceramic tile for improved sustainability in the 35 units, in the amount of \$86,220.24 extending contract time until March 29, 2023 and Change Order #8 for roofing installation on roof crickets in the amount of \$30,064.41 extending contract time until May 4, 2023. Following authorization of Change Order #7 and Change Order #8, the adjusted contract value increased from \$2,109,378.84 to \$2,225,663.49.

On October 18, 2022, the Board authorized Change Order #9 in the amount of \$57,280.00 for replacement of additional roof sheathing exceeding the contract allowance on buildings D, E, F and G. Following authorization of Change Order #9, the adjusted contract value increased from \$2,225,663.49 to \$2,282,943.49.

On December 20, 2022, the Board authorized Change Order #10 in the amount of \$114,908.07 for exterior plywood sheathing at CMU fire separation walls extending contract time until June 5, 2023 and Change Order #11 in the amount of \$4,365.09 to add 2-inch flat transition strips at all sliding patio doors. Following authorization of Change Orders #10 and #11, the adjusted contract value increased from \$2,282,943.49 to \$2,402,216.65.

On February 21, 2023, the Board authorized:

- Change Order #12 in the amount of \$8,624.11 to pad out front entry doors to allow for seamless siding installation needed as a result of adding siding insulation;
- Change Order #13 for life health and safety stair-tread and riser replacement in the amount of \$69,992.12;
- Change Order #14 for additional subfloor replacement above the contract allowance in the amount of \$40,000.00;
- Change Order #15 for additional baseboard heating based on contract unit pricing, above the contract allowance in the amount of \$4,800.00;
- Change Order #16 for addition of life health and safety weathertight and tamperproof exterior electrical junction boxes in the amount of \$1,620.00;
- Change Order #17 for replacement of rotten bathroom floor joists and sills in the amount of \$9,157.49;
- Change Order #18 for life health and safety additional drywall removal, asbestos abatement and mold remediation in 35 units in the amount of \$261,691.70 and a change in contract time from June 5, 2023 to October 31, 2023.

Following authorization of Change Orders #12 through #18, the adjusted contract value increased from \$2,402,216.65 to \$2,798,102.70.

ECC/HANH is now recommending authorization of:

- Change Order #19 for Additional Asbestos Abatement at Units 18,19,20 and 21 in the amount of \$18,790.96
- Change Order #20 for Building Department required R38 Insulation at Ceilings in the amount of \$547.34
- Change Order #21 for Building Department required Nail Plates and Fire Stopping in the amount of \$7,246.78
- Change Order #22 for exterior water spigots and shut-off valves in the amount of \$1,306.88
- Change Order #23, a Credit for fire-rated Soffits for fire-rated access panels for tub p-trap access per Building Department in the credit amount of -\$39.92
- Change Order #24 for surface-mounted medicine cabinet kits and fire rating needed between apartments per Building Department in the amount of \$4,112.26

Following authorization of Change Orders #19 through #24, the adjusted contract value will increase from \$2,798,102.70 to \$2,830,066.37

In accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute Change Orders #19 through #24 to contract #PM-21-C-524 with BRD Builders, LLC in the combined amount not to exceed \$32,004.22 bringing the adjusted contract value from \$2,798,102.07 to \$2,830,066.37 with no change in contract time.

FISCAL IMPACT: \$32,004.22

SOURCE OF FUNDS: CFP 2022, CFP 2023, and Housing-Related Hazards Grant 2020

STAFF: Hannah Sokal-Holmes, Vice-President, Planning & Modernization

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

Resolution #03-18/23-R

RESOLUTION AUTHORIZING CHANGE ORDERS #19 THROUGH #24 TO BRD BUILDERS, LLC ESSEX EXTERIOR ENVELOPE AND DWELLING UNIT IMPROVEMENTS CONTRACT IN THE COMBINED AMOUNT NOT TO EXCEED \$32,004.22 BRINGING THE ADJUSTED CONTRACT VALUE FROM \$2,798,102.07 TO \$2,830,066.37

WHEREAS, at Essex Townhouses, 1134 Quinnipiac Avenue, ECC/HANH determined a need to upgrade the development including roofs, gutters, windows, doors, siding, bathrooms, flooring, etc.; and

WHEREAS, on September 21, 2021, the Board of Commissioners authorized contract award to BRD Builders, LLC who submitted the most responsive and responsible bid in the amount of \$1,919,761.30 for completion in 180 calendar days from Notice to Proceed; and

WHEREAS, as work progressed, ECC/HANH authorized:

- Change Order #1 for Pella fiberglass casement windows in the amount of \$16,816.24 extending contract time to November 26, 2022
- Change Order #2 for PVC trim at fascia and rakes in the amount of \$20,881.26
- Change Order #3 for continuous hinges at full and half bath hollow metal door frames in the amount of \$8,633.52
- Change Order #4 for bathroom tub surrounds that will provide a more sustainable wall surface in the amount of \$135,230.28 extending contract time until January 25, 2023, and
- Change Order #5 to add bathroom grab bar blocking in the amount of \$3,627.26 extending contract time until January 29, 2023
- Change Order #6 for material cost increase for bathroom vanity tops in the amount of \$4,428.98; and

WHEREAS, these combined changes were under 10% and did not require prior Board approval; and

WHEREAS, on September 20, 2022, the Board authorized Change Order #7 for bathroom ceramic tile for improved sustainability in the amount of \$86,220.24 extending contract time until March 29, 2023 and Change Order #8 for roofing installation on roof crickets in the amount of \$30,064.41 extending contract time until May 4, 2023; and

WHEREAS, following authorization of Change Order #7 and Change Order #8, the adjusted contract value increased from \$2,109,378.84 to \$2,225,663.49; and

WHEREAS, on October 18, 2022, the Board authorized Change Order #9 in the amount of \$57,280.00 for additional roof sheathing exceeding the contract allowance on buildings D, E, F and G. Following authorization of Change Order #9, the adjusted contract value increased from \$2,225,663.49 to \$2,282,943.49; and

WHEREAS, on December 20, 2022, the Board authorized Change Order #10 in the amount of \$114,908.07 for exterior plywood sheathing at CMU fire separation walls extending contract time until June 5, 2023 and Change Order #11 in the amount of \$4,365.09 to add 2-inch flat transition strips at all sliding patio doors; and

WHEREAS, following authorization of Change Orders #10 and #11, the adjusted contract value increased from \$2,282,943.49 to \$2,402,216.65; and

WHEREAS, on February 21, 2023, the Board authorized:

- Change Order #12 in the amount of \$8,624.11 to pad out front entry doors to allow for seamless siding installation needed as a result of adding siding insulation;
- Change Order #13 for life health and safety stair-tread and riser replacement in the amount of \$69,992.12;
- Change Order #14 for additional subfloor replacement above the contract allowance in the amount of \$40,000.00;
- Change Order #15 for additional baseboard heating based on contract unit pricing, above the contract allowance in the amount of \$4,800.00;

- Change Order #16 for addition of life health and safety weathertight and tamperproof exterior electrical junction boxes in the amount of \$1,620.00;
- Change Order #17 for replacement of rotten bathroom floor joists and sills in the amount of \$9,157.49;
- Change Order #18 for life health and safety additional drywall removal, asbestos abatement and mold remediation in 35 units in the amount of \$261,691.70 and a change in contract time from June 5, 2023 to October 31.2023; and

WHEREAS, following authorization of Change Orders #12 through #18, the adjusted contract value increased from \$2,402,216.65 to \$2,798,102.70; and

WHEREAS, ECC/HANH is now recommending authorization of:

- Change Order #19 for Additional Asbestos Abatement in Units 18, 19, 20 and 21 in the amount of \$18,790.96
- Change Order #20 for Building Department required R38 Insulation at Ceilings in the amount of \$547.34
- Change Order #21 for Building Department required Nail Plates and Fire Stopping in the amount of \$7,246.78
- Change Order #22 for exterior water spigots and shut-off valves in the amount of \$1,306.88
- Change Order #23, a Credit for fire-rated Soffits for fire-rated access panels for tub p-trap access per Building Department in the credit amount of -\$39.92
- Change Order #24 for surface-mounted medicine cabinet kits to allow for fire rating needed between apartments per Building Department in the amount of \$4,112.26

WHEREAS, following authorization of Change Order #19 through #24, the adjusted contract value will increase from \$2,798,102.70 to \$2,830,066.37; and

WHEREAS, in accordance with resolution #10-129/18-R for the Revised Procurement Policy approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which result in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. We request Board of Commissioners authorization to execute Change Orders #19 through #24 to contract #PM-21-C-524 with BRD Builders, LLC in the combined amount not to exceed \$32,004.22 as described above bringing the adjusted contract value from \$2,798,102.07 to \$2,830,066.37

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

- 1) Change Orders #19 through #24 to contract #PM-21-C-524 with BRD Builders, LLC in the combined amount not to exceed \$32,004.22 as described above bringing the adjusted contract value from \$2,798,102.07 to \$2,830,066.37 are hereby authorized.
- 2) The Executive Director-President be and hereby is authorized, empowered and directed to execute and deliver agreements and expend the authorized funds.
- 3) The Executive Director-President be and hereby is authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
- 4) The resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on March 21, 2023.

 Karen DuBois-Walton, Ph. D.
 Secretary/President

 Date

REVIEWED:
 MCCARTER & ENGLISH, LLP
 GENERAL COUNSEL

By: _____
 Rolan Joni Young, Esq.
 A Partner

DETAILED CHANGE ORDER LOG

Project Name								Essex Envelope and Dwelling Unit Improvements						
Contractor Name								BRD Builders LLC						
Contract No.								PM-21-C-524						
Original Contract Value								\$1,919,761.30						
Original SOW Value								\$1,919,761.30						
Allowance								\$0.00						
Change Order Summary								No.	Proposed Value	Final Value	Adjusted Allowance	Adjusted SOW Value	Adjusted Contract Value	Contract End Time
Provide labor, materials, and storage to provide and install modified Pella Casement Windows and extend Contract 175 days due to supply change delays; incl. asbestos abatement								1	\$46,804.72	\$16,816.24	\$0.00	\$1,936,577.54	\$1,936,577.54	11/26/2022
PVC trim for fascia boards								2	\$25,000.00	\$20,881.26	\$0.00	\$1,957,458.80	\$1,957,458.80	11/26/2022
Piano-Continuous hinge for bathroom doors								3	\$9,113.16	\$8,633.52	\$0.00	\$1,966,092.32	\$1,966,092.32	11/26/2022
Tub Surrounds + 60 days extension								4	\$135,230.28	\$135,230.28	\$0.00	\$2,101,322.60	\$2,101,322.60	1/25/2023
Grab bar blocking for future Reasonable Accommodations+ 4 day extension								5	\$3,627.26	\$3,627.26	\$0.00	\$2,104,949.86	\$2,104,949.86	1/29/2023
Forty-Three Vanity Tops								6	\$6,789.00	\$4,428.98	\$0.00	\$2,109,378.84	\$2,109,378.84	1/29/2023
Porcelain Tile								7	\$94,568.00	\$86,220.24	\$0.00	\$2,195,599.08	\$2,195,599.08	3/29/2023
Roof Crickets--TPO								8	\$30,064.41	\$30,064.41	\$0.00	\$2,225,663.49	\$2,225,663.49	5/4/2023
Damaged roof sheathing								9		\$57,280.00	\$0.00	\$2,282,943.49	\$2,282,943.49	5/4/2023
Exterior plywood sheathing & CMU fire separation walls; extend time								10		\$114,908.07	\$0.00	\$2,397,851.56	\$2,397,851.56	6/5/2023
2" flat transition strips at all sliding patio doors								11		\$4,365.09	\$0.00	\$2,402,216.65	\$2,402,216.65	6/5/2023
Front Entry Pad Out								12		\$8,624.11		\$2,410,840.76	\$2,410,840.76	6/5/2023
Tread and Riser Repair								13		\$69,992.12		\$2,480,832.88	\$2,480,832.88	6/5/2023
Additional Subfloor Replacement at \$20 a SF								14		\$40,000.00		\$2,520,832.88	\$2,520,832.88	6/5/2023
Base Board Heating - \$40 LF								15		\$4,800.00		\$2,525,632.88	\$2,525,632.88	6/5/2023
Addition of Exterior Junction Boxes								16		\$1,620.00		\$2,527,252.88	\$2,527,252.88	6/5/2023
Replacement of Rotten Floor Joists								17		\$9,157.49		\$2,536,410.37	\$2,536,410.37	6/5/2023
Additional Drywall Repair, Asbestos and Mold Abatement PCO21 with add of 141 days								18		\$261,691.70		\$2,798,102.07	\$2,798,102.07	10/31/2023
Units 18, 19, 20 and 21 Carport Additional Abatement to identify damaged Framing								19		\$18,790.96		\$2,816,893.03	\$2,816,893.03	10/31/2023
Building Inspector (s) Directive Upgrade to R38 from R13 Insulation								20		\$547.34		\$2,817,440.37	\$2,817,440.37	10/31/2023
Building Dept Required Nail Plates & Fire Stopping								21		\$7,246.78		\$2,824,687.15	\$2,824,687.15	10/31/2023
Replacement, Extend plumbing & shut offs for Sillcocks								22		\$1,306.88		\$2,825,994.03	\$2,825,994.03	10/31/2023
Building Dept Required soffits and fire rating for Access Panels at tub p-traps								23		(\$39.92)		\$2,825,954.11	\$2,825,954.11	10/31/2023
Building Department required Medicine Cabinet Kits for Surface mounting & Fire Rating between Units at Med.Cabinets								24	\$1,875.00	\$4,112.26		\$2,830,066.37	\$2,830,066.37	10/31/2023
TOTALS									Final Value	\$910,305.07	Adjusted Contract Value	\$2,830,066.37	10/31/2023	

Pending BOC Approval in March 23

Pending BOC Approval in March 23

Pending BOC Approval in March 23

Pending BOC Approval in March 23

Pending BOC Approval in March 23

Pending BOC Approval in March 23

Pending BOC Approval in March 23



BRD Builders
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OUR CHANGE PROPOSAL

01/04/2023

Hannah Sokal-Holmes
Housing Authority of New Haven dba Elm City Communities
360 Orange Street, P.O. Box 1912
New Haven, CT 06511

Re: Our Change Proposal 1440002-25 for **Unit 18,19,20 and 21 Additional Abatement**

Project: Essex Interior & Exterior Renovations

Housing Authority of New Haven dba Elm City Communities

Essex Townhouses, 1134 Quinnipiac Avenue, New Haven, CT 06513

This Proposal is for the Change referenced above and more particularly defined by the Scope of Work comprised of this Proposal, its Attachments, and other Contract Documents incorporated by reference. Therefore, we propose to change the following:

1 - General Requirements

1. Unit 21 Carport
2. Unit 18 Exterior Wall
3. Unit 19 Exterior Wall
4. Unit 20 Front Exterior Wall
5. Unit 21 Front Exterior Wall

6 - Wood & Plastics

1. Line 7 Contractors Markup Combined Overhead and Profit

Price: \$ 18,790.96 *Eighteen Thousand Seven Hundred Ninety Dollars and Ninety Six Cents*

Time: The duration of the Work to achieve Substantial Completion will be **UNCHANGED**.

Clarification(s): - Per the owner's request, the Contractor has removed the 6% general conditions from this change order so that it may be negotiated in the future. If we do not reach an agreement on the general conditions, the Contractor may withdraw from completion of any remaining change order work without penalty. An agreement on a general conditions change order would need to be executed or a Construction Change Directive would be required to continue performance of this work.

- Pending G709 from Architech

Expiration: This Proposal shall remain open for 30 calendar day(s).

Attachment(s): Additional Attachments

Please contact me at or via e-mail E.Wambolt@brdbuilders.com if you have any questions or require additional information.

Regards,

BRD Builders

Edmund Wambolt

Site Supervisor

ACCEPTANCE OF PROPOSAL

The Scope of Work described above supersedes any and all prior communication about this Change.

Customer Signature: _____ Date: _____

Housing Authority of New Haven dba
Elm City Communities



BRD Builders
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ADDITIONAL DOCUMENTS

Project: 1440002 - Unit 18,19,20 and 21 Additional Abatement

Date: 01/04/2023

Document: 1440002-25

Name

- 1 PCO 25
<https://redteam.link/8xyseym>

BRD Builders: _____

Customer: _____

Elm City Communities/ Housing Authority New Haven/ Glendower Group
360 Orange Street
New Haven, CT 06511

Contract No. PM-21-C-524
 Project No. 2257-01
 Change Request No. 25

CONTRACTOR'S CHANGE ORDER PROPOSAL Additional Drywal Removal, Asbestos Abatement and Mold Remediation

Contractor Name:	<u>BRD Builders LLC</u>	Date:	<u>02/17/23</u>
Address:	<u>2099 Main St</u>	Allowance	
	<u>Hartford CT 06010</u>	Change Order	25
Telephone No.:	<u>860-706-0359</u>		

SECTION A: CONTRACTOR WORK	HANH REVISIONS	
1. Total Contractor Labor (from Labor Worksheet)	\$864.00	
2. Total Contractor Material (from Material Worksheet)	\$0.00	
3. Total Contractor Equipment (from Equipment Expense Proposal)	\$0.00	
4. SUBTOTAL (total lines 1 through 3)	\$0.00	
5. Premium Portion of Overtime (from Labor Worksheet)	\$0.00	
6. Under Special conditions as permitted by Owner: Gen. Conditions up to 6%		
7. Contractor's Markup Combined Overhead and Profit (% of line 4)	\$69.12	
8. CONTRACTOR TOTAL (Total lines 4, 5, 6 and 7)	\$933.12	

SECTION B: SUBCONTRACTOR WORK	(From Subcontractor's Proposal - Use a separate form for each Sub)	
9. Names of Subcontractors:	Base Cost Only (Line D3)	up to 8% Markup (Line D4)
A. Enco Unit 21	\$ 4,871.66	\$385.62
B. Enco Unit 19 Front Wall	\$ 2,633.58	\$208.44
C. Enco Unit 18 Front Wall	\$ 2,633.58	\$208.44
D. Enco Unit 20 Front Wall	\$ 2,633.58	\$ 208.44
E. Enco Unit 21 Front Wall	\$ 2,633.58	\$208.44
10. TOTAL SUBCONTRACTORS' PROPOSALS	\$ 15,405.98	\$1,219.38
11. CM's/G Contractor's Markup on Subs' Cost (per Contract):		
11a. Overhead up to 2%		\$308.12
11b. Profit, Up to 6%		\$924.36
11c.		\$0.00
12. Subcontractors' Premium Portion of approved Overtime		\$0.00
13. SUBCONTRACTOR TOTAL		\$17,857.84

SECTION C: TOTAL CONTRACTED UNIT PRICE COSTS (from Unit Price Worksheet)	14.	\$0.00
--------------------------------------------------------------------------	------------	---------------

SECTION D: CONTRACTOR'S REQUESTED TOTAL		Round Totals to Nearest Dollar
15. AMOUNT REQUESTED	(Total lines 8,13, and 14.)	\$18,790.96
<i>Robert LaMarre 02/06/2023</i>		
Signature of Contractor's Authorized Representative	Date	1
Robert LaMarre		
Print Name	Print name of Contact Person (if different)	
Project Manager		
Print Title	Phone No. (if different from above)	

SECTION E: CONSTRUCTION MANAGER'S/A/E REVIEW

I have reviewed the labor hours, material quantities and equipment and no exceptions are taken to the Proposal. see comments noted on proposal or below:

By: _____ Date _____ Phone No. _____

Construction Manager/A/E _____

Project Manager _____

Construction Officer _____

Credit Change Order Payment Lines Affected					
Line	Amount	Line	Amount	Line	Amount

5/15/20



BRD Builders
Powered by RedTeam

COST ESTIMATE
Including Item Details

1440002 - 25 - Unit 18,19,20 and 21 Additional Abatement

Manager: Edmund Wambolt

As of 2/17/2023

Authorized Change 25

	Description	Quantity	U/M	Labor (\$)	Material (\$)	Subcontract (\$)	Equipment (\$)	Other (\$)	Total (\$)
01005	Line 11 a Overhead up to 2%	1.00	l/s	0.00	0.00	0.00	0.00	308.12	308.12
	Overhead	1.00	l/s	Other @	308.12	=			308.12
	<i>Overhead</i>								
01005	Line 11b Profit up to 6%	1.00	l/s	0.00	0.00	0.00	0.00	924.36	924.36
	Profit	1.00	l/s	Other @	924.36	=			924.36
	<i>Profit</i>								
01900	Enco Additional Abatement	1.00	l/s	0.00	0.00	16,625.36	0.00	0.00	16,625.36
	Unit 21 Carport	1.00	l/s	Subcontract @	5,257.28	=			5,257.28
	Unit 18 Exterior Wall	1.00	l/s	Subcontract @	2,842.02	=			2,842.02
	Unit 19 Exterior Wall	1.00	l/s	Subcontract @	2,842.02	=			2,842.02
	Unit 20 Front Exterior Wall	1.00	l/s	Subcontract @	2,842.02	=			2,842.02
	Unit 21 Front Exterior Wall	1.00	l/s	Subcontract @	2,842.02	=			2,842.02
06100	Rough Carpentry	1.00	l/s	864.00	0.00	0.00	0.00	69.12	933.12
	BRD Labor to remove 4 Partial Kitchens in prep for a batement	16.00	hrs	Labor @	54.00	=			864.00
	<i>Rough Carpentry</i>								
	Line 7 Contractors Markup Combined Overhead and Profit	1.00	l/s	Other @	69.12	=			69.12

SUBTOTAL DIRECT COSTS	864.00	0.00	16,625.36	0.00	1,301.60	18,790.96
Indirect Costs	0.00	0.00	0.00	0.00	0.00	
Indirect Cost Allocation Rates	0.00%	0.00%	0.00%	0.00%	0.00%	
TOTAL DIRECT & INDIRECT COSTS	864.00	0.00	16,625.36	0.00	1,301.60	18,790.96
Profit					0.00%	0.00

Supplemental Markups:

TOTAL PRICE	18,790.96
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Material Waste & Equipment Cost Sheet Per Containment:

Unit#18 -SK 18A

ITEM	COST	QUANTITY	PRICE
Lay Flat Exhaust Tube- Roll	\$48.00	0.25	\$12.00
Pleated Panel Filter 750CFM- Each	\$8.00	1.00	\$8.00
Ring Filters 750CFM- Each	\$3.70	2.00	\$7.40
Floppy Filters 750CFM- Each	\$1.50	4.00	\$6.00
Vacuum Bags- Each	\$5.00	1.00	\$5.00
Vacuum Bonnet- Each	\$10.00	1.00	\$10.00
T-50 Staples – Pack	\$4.26	1.00	\$4.26
Disposable Scrim Towels – Box	\$40.00	0.25	\$10.00
Body Wash Soap- Each	\$10.00	0.25	\$2.50
Gloves-Cotton Work -each	\$5.00	3.00	\$15.00
Disposable Shield Tech Suits	\$20.00	6.00	\$120.00
Mask Filters P-100 Filters – Per Pair	\$7.05	3.00	\$21.15
Personal Air Cassettes/Lab Results	\$20.00	2.00	\$40.00
4mill Poly Sheeting – Roll	\$82.02	0.50	\$41.01
6mill Poly Sheeting – Roll	\$122.50	0.50	\$61.25
Asbestos Bags	\$5.00	20.00	\$100.00
Spray Glue- Each	\$10.00	1.00	\$10.00
2" Tape – Each	\$9.00	6.00	\$54.00
Rags	\$20.00	1.00	\$20.00
Encapsulant – 5 gal. pail	\$43.71	0.25	\$10.93
ShockWave Green24- 1 gallon	\$54.57	1.00	\$54.57
Asbestos Warning Signs- Each	\$5.00	2.00	\$10.00
Scrub Pads	\$2.50	3.00	\$7.50
Furring Strips	\$10.00	1.00	\$10.00
Materials & Supplies		Sub Total:	\$640.57
		Sales Tax: .0635	\$40.68
		Total	\$681.24
Asbestos Waste Disposal			
Bags of Waste	\$20.00	10.00	\$200.00
Equipment	COST	QTY	TOTAL
HEPA Vacuum	\$10.00	1.00	\$10.00
Negative Air Machine	\$20.00	1.00	\$20.00
Palm Sander w/paper	\$5.00	1.00	\$5.00
3 Chamber Pop-up Decon – w/poles	\$210.00	1.00	\$210.00
Shower Pump	\$5.00	1.00	\$5.00
Air Less Sprayer	\$10.00	1.00	\$10.00
Total Cost Equipment			\$260.00
Entry Fee to Abate Outside of Base Scope			\$400.00
Total Cost of Materials/Waste /Equipment			\$1,141.24
Labor per hour with labor burden	31.3	34	\$1,064.20
Total Cost for Containment and removal			\$2,605.44
OH&P-8%			\$208.44
Total Cost with OH&P			\$2,813.88
Additional State Fee 1%			\$28.14
Total Cost with State Fee			\$2,842.02

Cost is the same for 20 and 21 Front walls

Material Waste & Equipment Cost Sheet Per Containment:

Unit#19 -SK 19A

ITEM	COST	QUANTITY	PRICE
Lay Flat Exhaust Tube- Roll	\$48.00	0.25	\$12.00
Pleated Panel Filter 750CFM- Each	\$8.00	1.00	\$8.00
Ring Filters 750CFM- Each	\$3.70	2.00	\$7.40
Floppy Filters 750CFM- Each	\$1.50	4.00	\$6.00
Vacuum Bags- Each	\$5.00	1.00	\$5.00
Vacuum Bonnet- Each	\$10.00	1.00	\$10.00
T-50 Staples – Pack	\$4.26	1.00	\$4.26
Disposable Scrim Towels – Box	\$40.00	0.25	\$10.00
Body Wash Soap- Each	\$10.00	0.25	\$2.50
Gloves-Cotton Work -each	\$5.00	3.00	\$15.00
Disposable Shield Tech Suits	\$20.00	6.00	\$120.00
Mask Filters P-100 Filters – Per Pair	\$7.05	3.00	\$21.15
Personal Air Cassettes/Lab Results	\$20.00	2.00	\$40.00
4mill Poly Sheeting – Roll	\$82.02	0.50	\$41.01
6mill Poly Sheeting – Roll	\$122.50	0.50	\$61.25
Asbestos Bags	\$5.00	20.00	\$100.00
Spray Glue- Each	\$10.00	1.00	\$10.00
2" Tape – Each	\$9.00	6.00	\$54.00
Rags	\$20.00	1.00	\$20.00
Encapsulant – 5 gal. pail	\$43.71	0.25	\$10.93
ShockWave Green24- 1 gallon	\$54.57	1.00	\$54.57
Asbestos Warning Signs- Each	\$5.00	2.00	\$10.00
Scrub Pads	\$2.50	3.00	\$7.50
Furring Strips	\$10.00	1.00	\$10.00
Materials & Supplies		Sub Total:	\$640.57
		Sales Tax: .0635	\$40.68
		Total	\$681.24
Asbestos Waste Disposal			
Bags of Waste	\$20.00	10.00	\$200.00
Equipment	COST	QTY	TOTAL
HEPA Vacuum	\$10.00	1.00	\$10.00
Negative Air Machine	\$20.00	1.00	\$20.00
Palm Sander w/paper	\$5.00	1.00	\$5.00
3 Chamber Pop-up Decon – w/poles	\$210.00	1.00	\$210.00
Shower Pump	\$5.00	1.00	\$5.00
Air Less Sprayer	\$10.00	1.00	\$10.00
Total Cost Equipment			\$260.00
Entry Fee to Abate Outside of Base Scope			\$400.00
Total Cost of Materials/Waste /Equipment			\$1,141.24
Labor per hour with labor burden	31.3	34	\$1,064.20
Total Cost for Containment and removal			\$2,605.44
OH&P-8%			\$208.44
Total Cost with OH&P			\$2,813.88
Additional State Fee 1%			\$28.14
Total Cost with State Fee			\$2,842.02

Cost is the same for 20 and 21 Front walls

Material Waste & Equipment Cost Sheet Per Containment: Car Port #21

ITEM	COST	QUANTITY	PRICE
<i>Lay Flat Exhaust Tube- Roll</i>	<i>\$48.00</i>	<i>0.25</i>	<i>\$12.00</i>
<i>Pleated Panel Filter 750CFM- Each</i>	<i>\$8.00</i>	<i>1.00</i>	<i>\$8.00</i>
<i>Ring Filters 750CFM- Each</i>	<i>\$3.70</i>	<i>2.00</i>	<i>\$7.40</i>
<i>Floppy Filters 750CFM- Each</i>	<i>\$1.50</i>	<i>4.00</i>	<i>\$6.00</i>
<i>Vacuum Bags- Each</i>	<i>\$5.00</i>	<i>1.00</i>	<i>\$5.00</i>
<i>Vacuum Bonnet- Each</i>	<i>\$10.00</i>	<i>1.00</i>	<i>\$10.00</i>
<i>T-50 Staples – Pack</i>	<i>\$4.26</i>	<i>1.00</i>	<i>\$4.26</i>
<i>Disposable Scrim Towels – Box</i>	<i>\$40.00</i>	<i>0.50</i>	<i>\$20.00</i>
<i>Body Wash Soap- Each</i>	<i>\$10.00</i>	<i>0.25</i>	<i>\$2.50</i>
<i>Gloves-Cotton Work -each</i>	<i>\$5.00</i>	<i>3.00</i>	<i>\$15.00</i>
<i>Disposable Shield Tech Suits</i>	<i>\$20.00</i>	<i>9.00</i>	<i>\$180.00</i>
<i>Mask Filters P-100 Filters – Per Pair</i>	<i>\$7.05</i>	<i>3.00</i>	<i>\$21.15</i>
<i>Personal Air Cassettes/Lab Results</i>	<i>\$20.00</i>	<i>2.00</i>	<i>\$40.00</i>
<i>4mill Poly Sheeting – Roll</i>	<i>\$82.02</i>	<i>0.50</i>	<i>\$41.01</i>
<i>6mill Poly Sheeting – Roll</i>	<i>\$122.50</i>	<i>0.50</i>	<i>\$61.25</i>
<i>Asbestos Bags</i>	<i>\$5.00</i>	<i>40.00</i>	<i>\$200.00</i>
<i>Spray Glue- Each</i>	<i>\$10.00</i>	<i>3.00</i>	<i>\$30.00</i>
<i>2" Tape – Each</i>	<i>\$9.00</i>	<i>10.00</i>	<i>\$90.00</i>
<i>Rags</i>	<i>\$20.00</i>	<i>1.00</i>	<i>\$20.00</i>
<i>Encapsulant – 5 gal. pail</i>	<i>\$43.71</i>	<i>0.50</i>	<i>\$21.86</i>
<i>ShockWave Green24- 1 gallon</i>	<i>\$54.57</i>	<i>1.00</i>	<i>\$54.57</i>
<i>Asbestos Warning Signs- Each</i>	<i>\$5.00</i>	<i>2.00</i>	<i>\$10.00</i>
<i>Scrub Pads</i>	<i>\$2.50</i>	<i>3.00</i>	<i>\$7.50</i>
<i>Furring Strips</i>	<i>\$10.00</i>	<i>1.00</i>	<i>\$10.00</i>
<i>Plywood -1/2 in. x 4 ft. x 8 ft. CDX Ground Contact</i>	<i>\$59.31</i>	<i>10</i>	<i>\$593.07</i>
<i>2 in. x 4 in. x 8 ft. Prime Whitewood Stud</i>	<i>\$5.01</i>	<i>20</i>	<i>\$100.17</i>
<i>GRK Fasteners #10 x 2-1/2 in. Wood Screw</i>	<i>\$56.78</i>	<i>1</i>	<i>\$56.78</i>
<i>Master Lock-Outdoor Combination Lock, 1-1/2 in.</i>	<i>\$29.42</i>	<i>1</i>	<i>\$29.42</i>
<i>Steel Heavy Duty Hasp Latch, 6-1/4 in. Long</i>	<i>\$14.17</i>	<i>1</i>	<i>\$14.17</i>
<i>Materials & Supplies</i>		<i>Sub Total:</i>	<i>\$1,671.11</i>
		<i>Sales Tax: .0635</i>	<i>\$106.12</i>
		<i>Total</i>	<i>\$1,777.22</i>
<i>Asbestos Waste Disposal</i>			
<i>Bags of Waste</i>	<i>\$20.00</i>	<i>20.00</i>	<i>\$400.00</i>
<i>Equipment</i>	<i>COST</i>	<i>QTY</i>	<i>TOTAL</i>
<i>HEPA Vacuum</i>	<i>\$10.00</i>	<i>1.00</i>	<i>\$10.00</i>
<i>Negative Air Machine-2000CFM</i>	<i>\$30.00</i>	<i>1.00</i>	<i>\$30.00</i>
<i>Palm Sander w/paper</i>	<i>\$5.00</i>	<i>2.00</i>	<i>\$10.00</i>
<i>3 Chamber Hard Shower w/ Pop-up 2 Decon – w/poles</i>	<i>\$300.00</i>	<i>1.00</i>	<i>\$300.00</i>
<i>Shower Pump</i>	<i>\$5.00</i>	<i>1.00</i>	<i>\$5.00</i>
<i>Air Less Sprayer</i>	<i>\$10.00</i>	<i>1.00</i>	<i>\$10.00</i>
<i>Total Cost Equipment</i>			<i>\$365.00</i>
<i>Entry Fee to Abate Outside Base Scope</i>			<i>\$400.00</i>
<i>Total Cost of Materials/Waste /Equipment</i>			<i>\$2,542.22</i>
<i>Labor per hour with labor burden</i>	<i>31.3</i>	<i>60</i>	<i>\$1,878.00</i>
<i>Total Cost for Containment, Removal & Disposal</i>			<i>\$4,820.22</i>
<i>OH&P-8%</i>			<i>\$385.62</i>
<i>Total Cost with OH&P</i>			<i>\$5205.84</i>
<i>Additional State Fee 1%</i>			<i>\$52.06</i>
<i>Total Cost with State Fee</i>			<i>\$5257.28</i>

REMOVE 400 SF
OF ACM WALLBOARD
CEILING UNDER
CONTAINMENT.
HARD BARRIER
REQUIRED FOR 2
FREE-STANDING
WALLS. RECESS
DECON. PLYWOOD
HINGED DOOR,
HASP, PADLOCK.
CLEAN MOLD OFF
FRAMING.

UNIT
E22

2 BEDROOM
APT. ABOVE

REINSU
FREE

P15

REINSU

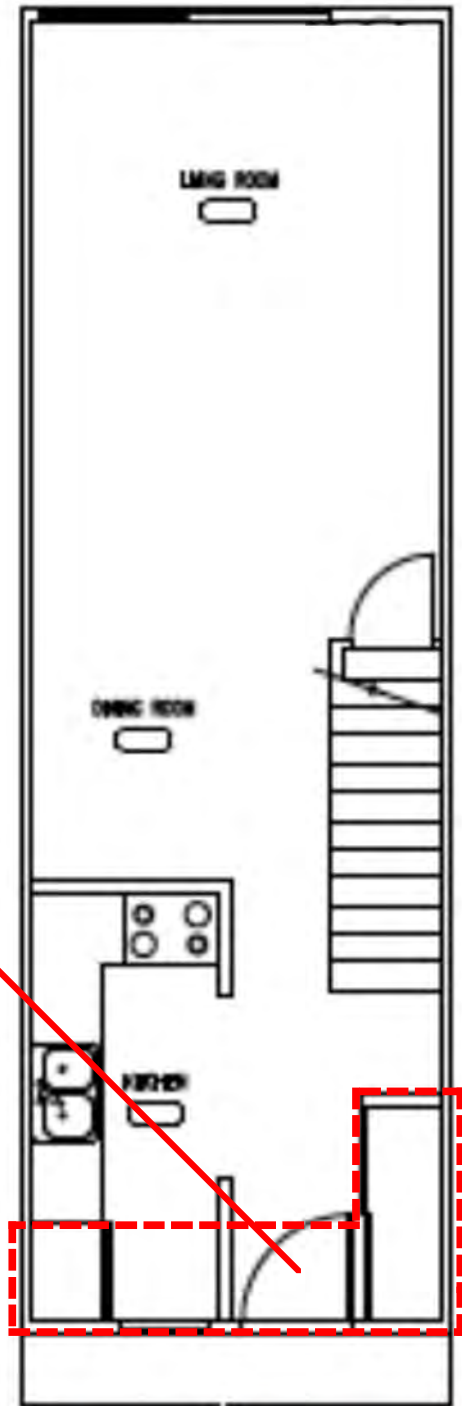
SK-E21 GARAGE





**REMOVE 2'x15'
SECTION OF ACM
CEILING BOARD
FROM CEILING
UNDER
CONTAINMENT.
APPLY MOLD
CLEANING AGENT TO
CEILING JOISTS AND
SCRUB CLEAN.**

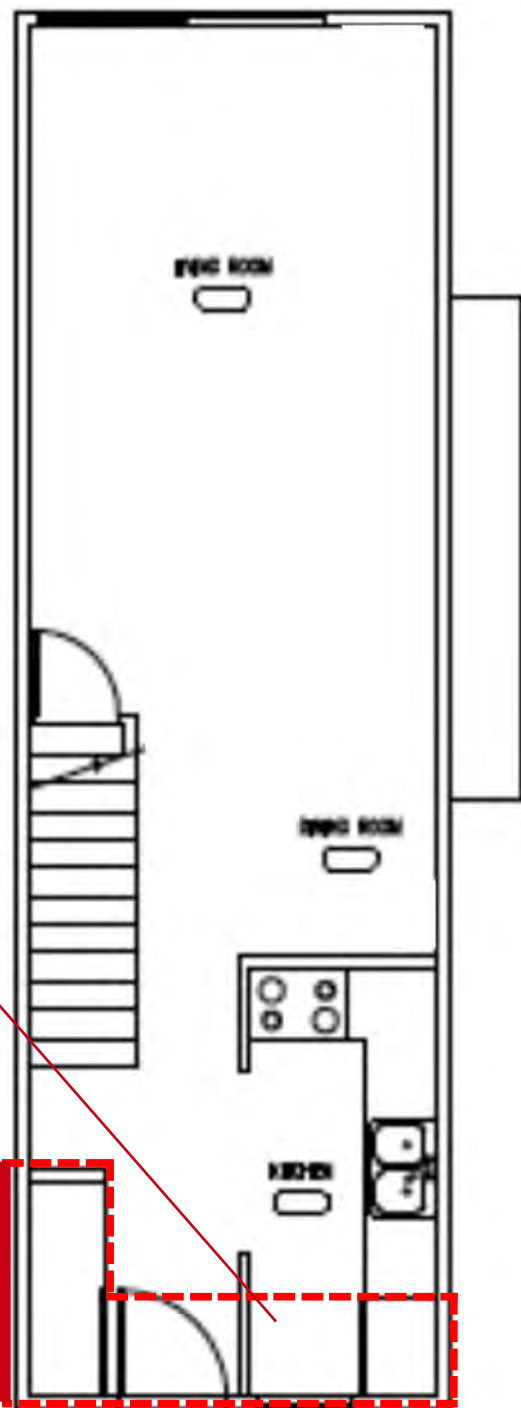
**REMOVE 15'X8' OF
ACM WALLBOARD
FROM WALL UNDER
CONTAINMENT.
APPLY MOLD
CLEANING AGENT TO
WALL STUDS &
SCRUB CLEAN.**



7 1ST FLOOR PLAN - UNIT E20
UP-100

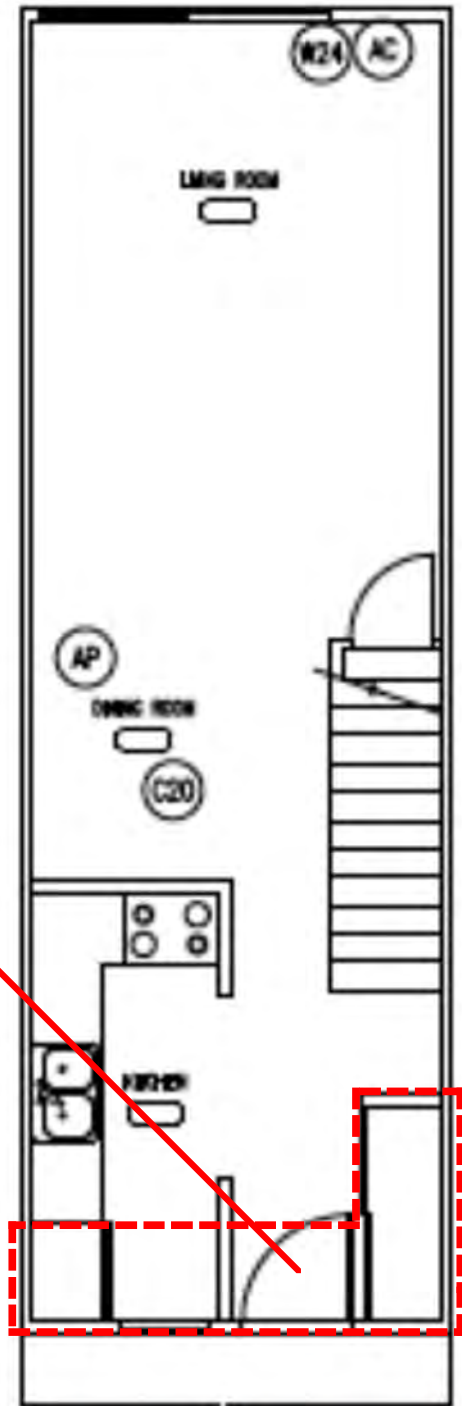
**REMOVE 2'x15'
SECTION OF ACM
CEILING BOARD
FROM CEILING
UNDER
CONTAINMENT.
APPLY MOLD
CLEANING AGENT TO
CEILING JOISTS AND
SCRUB CLEAN.**

**REMOVE 15'X8' OF
ACM WALLBOARD
FROM WALL UNDER
CONTAINMENT.
APPLY MOLD
CLEANING AGENT TO
WALL STUDS &
SCRUB CLEAN.**



**REMOVE 2'x15'
SECTION OF ACM
CEILING BOARD
FROM CEILING
UNDER
CONTAINMENT.
APPLY MOLD
CLEANING AGENT TO
CEILING JOISTS AND
SCRUB CLEAN.**

**REMOVE 15'X8' OF
ACM WALLBOARD
FROM WALL UNDER
CONTAINMENT.
APPLY MOLD
CLEANING AGENT TO
WALL STUDS &
SCRUB CLEAN.**

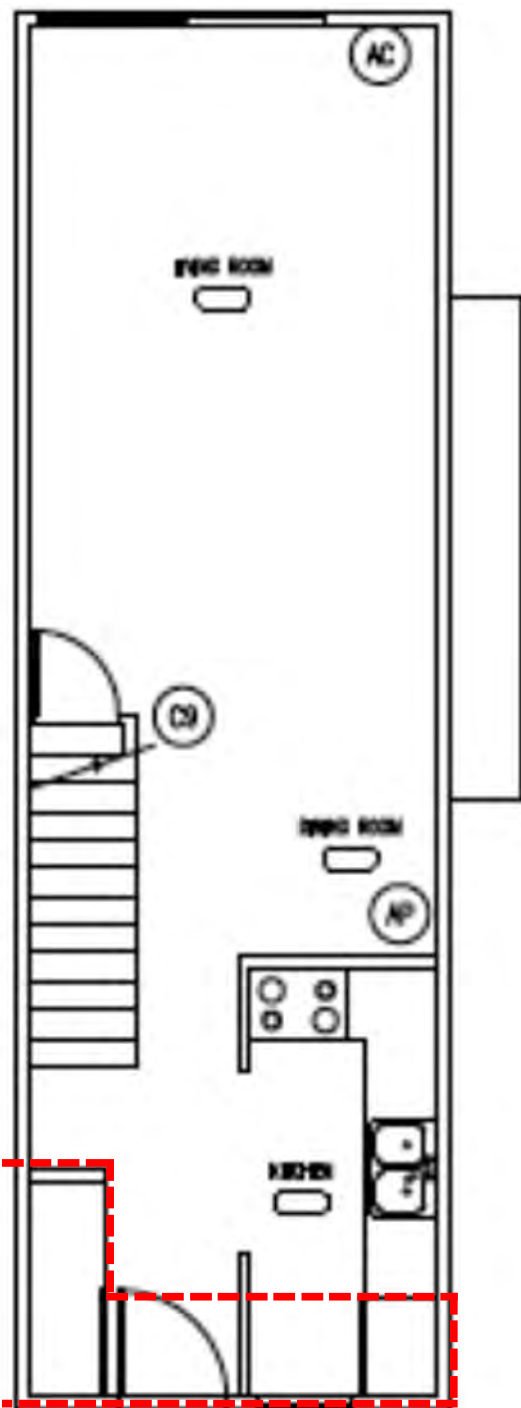


SK- E18a 1/11/2023

7 1ST FLOOR PLAN - UNIT E18
UP-100

**REMOVE 2'x15'
SECTION OF ACM
CEILING BOARD
FROM CEILING
UNDER
CONTAINMENT.
APPLY MOLD
CLEANING AGENT TO
CEILING JOISTS AND
SCRUB CLEAN.**

**REMOVE 15'X8' OF
ACM WALLBOARD
FROM WALL UNDER
CONTAINMENT.
APPLY MOLD
CLEANING AGENT TO
WALL STUDS &
SCRUB CLEAN.**



9 1ST FLOOR PLAN - UNIT E19
1/4" = 1'-0"

SK- E19a 1/11/2023



BRD Builders
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OUR CHANGE PROPOSAL

02/17/2023

Rachel Gilroy
Housing Authority of New Haven dba Elm City Communities
360 Orange Street, P.O. Box 1912
New Haven, CT 06511

Re: Our Change Proposal 1440002-36 for **Upgrade to R38 Insulation Per Building Dept**

Project: Essex Interior & Exterior Renovations

Housing Authority of New Haven dba Elm City Communities

Essex Townhouses, 1134 Quinnipiac Avenue, New Haven, CT 06513

This Proposal is for the Change referenced above and more particularly defined by the Scope of Work comprised of this Proposal, its Attachments, and other Contract Documents incorporated by reference. Therefore, we propose to change the following:

TBD

Price: \$ 547.34 *Five Hundred Forty Seven Dollars and Thirty Four Cents*

Time: The duration of the Work to achieve Substantial Completion will be **UNCHANGED**.

Clarification(s): - Per the owner's request, the Contractor has removed the 6% general conditions from this change order so that it may be negotiated in the future. If we do not reach an agreement on the general conditions, the Contractor may withdraw from completion of any remaining change order work without penalty. An agreement on a general conditions change order would need to be executed or a Construction Change Directive would be required to continue performance of this work.

- Pending G709

Expiration: This Proposal shall remain open for 30 calendar day(s).

Attachment(s): Additional Attachments

Please contact me at or via e-mail E.Wambolt@brdbuilders.com if you have any questions or require additional information.

Regards,

BRD Builders
Edmund Wambolt
Site Supervisor

ACCEPTANCE OF PROPOSAL

The Scope of Work described above supersedes any and all prior communication about this Change.

Customer Signature: _____ Date: _____

Housing Authority of New Haven dba
Elm City Communities



BRD Builders
Powered by RedTeam

ADDITIONAL DOCUMENTS

Project: 1440002 - Upgrade to R38 Insulation Per Building Dept

Date: 02/17/2023

Document: 1440002-36

Name

- 1 PCO 36
<https://redteam.link/b73rk7a>

BRD Builders: _____

Customer: _____

Elm City Communities/ Housing Authority New Haven/ Glendower Group
360 Orange Street
New Haven, CT 06511

Contract No. PM-21-C-524
 Project No. 2257-01
 Change Request No. 36

CONTRACTOR'S CHANGE ORDER PROPOSAL R38 Insulation as Requested by Building Dept

Contractor Name: <u>BRD Builders LLC</u>	Date: <u>02/17/23</u>
Address: <u>2099 Main St</u>	Allowance
<u>Hartford CT 06010</u>	
Telephone No.: <u>860-706-0359</u>	Change Order 36

SECTION A: CONTRACTOR WORK	HANH REVISIONS	
1. Total Contractor Labor (from Labor Worksheet)	\$0.00	
2. Total Contractor Material (from Material Worksheet)	\$506.80	
3. Total Contractor Equipment (from Equipment Expense Proposal)		
4 SUBTOTAL (total lines 1 through 3)	\$0.00	
5 Premium Portion of Overtime (from Labor Worksheet)	\$0.00	
6 Under Special conditions as permitted by Owner: Gen.Conditions up to 6%		
7 Contractor's Markup Combined Overhead and Profit (% of line 4)	\$40.54	
8 CONTRACTOR TOTAL (Total lines 4, 5, 6 and 7)	\$547.34	

SECTION B: SUBCONTRACTOR WORK	(From Subcontractor's Proposal - Use a separate form for each Sub)	
9. Names of Subcontractors:	Base Cost Only (Line D3)	up to 8% Markup (Line D4)
A. _____	\$0.00	\$0.00
B. _____	\$0.00	\$0.00
C. _____	\$0.00	\$0.00
D. _____	\$0.00	\$0.00
10. TOTAL SUBCONTRACTORS' PROPOSALS	\$0.00	\$0.00
11. CM's/G Contractor's Markup on Subs' Cost (per Contract):		
11a. Overhead up to 2%		\$0.00
11b. Profit, Up to 6%		\$0.00
11c. _____		\$0.00
12. Subcontractors' Premium Portion of approved Overtime		\$0.00
13. SUBCONTRACTOR TOTAL		\$0.00

SECTION C: TOTAL CONTRACTED UNIT PRICE COSTS (from Unit Price Worksheet)	14.	\$0.00	
--------------------------------------------------------------------------	-----	--------	--

SECTION D: CONTRACTOR'S REQUESTED TOTAL	Round Totals to Nearest Dollar	
15. AMOUNT REQUESTED	(Total lines 8, 13, and 14.)	\$547.34
<i>Mitchel Cleveland</i> <i>02/17/23</i>		
Signature of Contractor's Authorized Representative _____	Date _____	1
Mitchel Cleveland		
Print Name _____	Print name of Contact Person (if different) _____	
Project Manager		
Print Title _____	Phone No. (if different from above) _____	

SECTION E: CONSTRUCTION MANAGER'S/A/E REVIEW

I have reviewed the labor hours, material quantities and equipment and no exceptions are taken to the Proposal. see comments noted on proposal or below: _____

By: _____

Construction Manager/A/E _____ Date _____ Phone No. _____

Project Manager _____

Construction Officer _____

Credit Change Order Payment Lines Affected					
Line	Amount	Line	Amount	Line	Amount

_____	_____	_____
_____	_____	_____

5/15/20

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Building Supplies / Insulation & Accessories / Batt Insulation

Owens Corning R- 13 Wall 106.56-sq ft Kraft Faced Fiberglass Batt Insulation (15-in W x 93-in L) Individual Pack 1 total-Piece

Item #654974 Model #BF10

Shop Owens Corning ★★★★★ 1572



\$73.48

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\$62.46 / Bundle (15% off) when you buy 15+

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R-13 faced insulation batt, easy 2x4 wall install
Advanced fiber technology recovers without shaking or fluffing
Creates less dust—less mess and faster clean up

Maximum R-Value
13

Faced/Unfaced
Kraft faced

Width (Inches)
15

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Curbside Available

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Sat, Feb 18; From \$79.00
Delivery Scheduling in Checkout

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Aisle 18 | Bay 11

- 1 +



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BETTER TOGETHER

CURRENT ITEM

Selected

Selected

Selected



+



+



+



Owens Corning R- 13 Wall 106.56-sq ft Kraft Faced Fiberglass Batt Insulation (15-in)

\$73.48

CertainTeed 1/2-in x 4-ft x 8-ft Regular Drywall Panel

\$16.68

SHEETROCK Brand 2.0625-in x 250-ft Solid Joint Tape

\$3.18

SHEETROCK Brand Plus 3 4.5-Gallon Premixed Lightweight Drywall Joint Compound


\$24.48

Subtotal \$117.82


Overview

Owens Corning PINK Next Gen Fiberglas insulation installs faster because it's made like no other fiberglass insulation. PINK Next Gen fiberglass insulation batts recover instantly, cut and split cleanly, glide in easily and stay put in the cavity, helping deliver inspection-ready results faster. They feel soft as cotton and are shed-resistant for more comfort and less cleanup on every job. And their advanced fiber technology creates a tightly woven network of soft, fine fibers to form a super-resilient blanket of insulating micro-pockets that deliver exceptional performance.


- R-13 faced insulation batt, easy 2x4 wall install
- Advanced fiber technology recovers without shaking or fluffing
- Creates less dust—less mess and faster clean up
- Safe, proven ingredients
- Cost-effective solution for a more comfortable home
- Insulation offers sound proofing benefits by helping to reduce unwanted noise
- GREENGUARD Gold certified—contributes to indoor air quality
- Available with Kraft or foil vapor barrier for moisture control
- Cannot be left exposed—must be covered by a 15-minute thermal barrier



Dimensions Guide
PDF



Warranty Guide
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Prop65 Warning Label
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- Reviews** ▼
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Building Supplies / Insulation & Accessories / Batt Insulation

Owens Corning R- 38 Attic 42.67-sq ft Kraft Faced Fiberglass Batt Insulation (16-in W x 48-in L) Individual Pack 1 total-Piece

Item #654975 Model #ME25

Shop Owens Corning ★★★★★ 388



\$67.48

Up to \$20.24 in Rebates

- Bulk Savings**
\$57.36 / Bundle (15% off) when you buy 15+
- \$64.11 when you choose 5% savings on eligible purchases every day. [Learn how](#)

[Shop the Collection](#)

R-38 faced insulation batt, easy attic and floor install
Advanced fiber technology recovers without shaking or fluffing
Creates less dust—less mess and faster clean up



Maximum R-Value
38

Width (Inches)
16

Pickup & Delivery Options

- Pickup**
Unavailable - Out of Stock
At Bloomfield Lowe's
In stock 8.3 miles away
- Delivery 06002**
Sat, Feb 18: From \$79.00
Delivery Scheduling in Checkout

[Ready Faster Nearby](#)

[More Delivery Options](#)

- +

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BETTER TOGETHER

<input type="checkbox"/> CURRENT ITEM	<input type="checkbox"/> Selected	<input type="checkbox"/> Selected	<input type="checkbox"/> Selected
	+		+
	+		
Owens Corning R- 38 Attic 42.67-sq ft Kraft Faced Fiberglass Batt Insulation (16-in W x 48-in L) \$67.48		Owens Corning R- 13 Kraft Faced Fiberglass Roll Insulation 40-sq ft (15-in W x 32-ft L) \$24.48	15.5-in Insulation Supports \$14.98
			proVent Provent 14-in x 48-in Rafter Vents \$2.71

Subtotal for (4) items
\$109.65

Overview

Owens Corning PINK Next Gen Fiberglas insulation installs faster because it's made like no other fiberglass insulation. PINK Next Gen fiberglass insulation batts recover instantly, cut and split cleanly, glide in easily and stay put in the cavity, helping deliver inspection-ready results faster. They feel soft as cotton and are shed-resistant for more comfort and less cleanup on every job. And their advanced fiber technology creates a tightly woven network of soft, fine fibers to form a super-resilient blanket of insulating micro-pockets that deliver exceptional performance.



BRD Builders
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OUR CHANGE PROPOSAL

02/17/2023

Rachel Gilroy
Housing Authority of New Haven dba Elm City Communities
360 Orange Street, P.O. Box 1912
New Haven, CT 06511

Re: Our Change Proposal 1440002-37 for **Nail Plates and Fire Stopping As Requested By Building Dept**

Project: Essex Interior & Exterior Renovations

Housing Authority of New Haven dba Elm City Communities
Essex Townhouses, 1134 Quinnipiac Avenue, New Haven, CT 06513

This Proposal is for the Change referenced above and more particularly defined by the Scope of Work comprised of this Proposal, its Attachments, and other Contract Documents incorporated by reference. Therefore, we propose to change the following:

6 - Wood & Plastics

1. 5"x6" Nail Plate

7 - Thermal/Moisture Protection

1. Rock Wool

Price: \$ 7,246.78 *Seven Thousand Two Hundred Forty Six Dollars and Seventy Eight Cents*

Time: The duration of the Work to achieve Substantial Completion will be **UNCHANGED**.

Clarification(s): - Per the owner's request, the Contractor has removed the 6% general conditions from this change order so that it may be negotiated in the future. If we do not reach an agreement on the general conditions, the Contractor may withdraw from completion of any remaining change order work without penalty. An agreement on a general conditions change order would need to be executed or a Construction Change Directive would be required to continue performance of this work.

- Pending G709

Expiration: This Proposal shall remain open for 30 calendar day(s).

Attachment(s): Additional Attachments

Please contact me at or via e-mail E.Wambolt@brdbuilders.com if you have any questions or require additional information.

Regards,

BRD Builders

Edward Wambolt

Housing Authority
Site Supervisor

ACCEPTANCE OF PROPOSAL

The Scope of Work described above supersedes any and all prior communication about this Change.

Customer Signature: _____ Date: _____

Housing Authority of New Haven dba
Elm City Communities



BRD Builders
Powered by RedTeam

ADDITIONAL DOCUMENTS

Project: 1440002 - Nail Plates and Fire Stopping As Requested By Building Dept

Date: 02/17/2023

Document: 1440002-37

Name

- 1 PCO 37
<https://redteam.link/x5450bf>

BRD Builders: _____

Customer: _____

Elm City Communities/ Housing Authority New Haven/ Glendower Group
360 Orange Street
New Haven, CT 06511

Contract No. PM-21-C-524
 Project No. 2257-01
 Change Request No. 37

CONTRACTOR'S CHANGE ORDER PROPOSAL Fire Stopping and Nail Plates Requested by Building Dept

Contractor Name:	<u>BRD Builders LLC</u>	Date:	<u>02/17/23</u>
Address:	<u>2099 Main St</u>	Allowance	
	<u>Hartford CT 06120</u>	Change Order	37
Telephone No.:	<u>860-706-0359</u>		

SECTION A: CONTRACTOR WORK	HANH REVISIONS	
1. Total Contractor Labor (from Labor Worksheet)	\$3,780.00	
2. Total Contractor Material (from Material Worksheet)	\$2,929.98	
3. Total Contractor Equipment (from Equipment Expense Proposal)	\$0.00	
4 SUBTOTAL (total lines 1 through 3)	\$0.00	
5 Premium Portion of Overtime (from Labor Worksheet)	\$0.00	
6 Under Special conditions as permitted by Owner: Gen. Conditions up to 6%	\$0.00	
7 Contractor's Markup Combined Overhead and Profit (% of line 4)	\$536.80	
8 CONTRACTOR TOTAL (Total lines 4, 5, 6 and 7)	\$7,246.78	

SECTION B: SUBCONTRACTOR WORK	(From Subcontractor's Proposal - Use a separate form for each Sub)	
9. Names of Subcontractors:	Base Cost Only (Line D3)	up to 8% Markup (Line D4)
A. _____		\$0.00
B. _____	\$0.00	\$0.00
C. _____	\$0.00	\$0.00
D. _____	\$0.00	\$0.00
10. TOTAL SUBCONTRACTORS' PROPOSALS	\$0.00	
11. CM's/G Contractor's Markup on Subs' Cost (per Contract):		
11a. Overhead up to 2%		\$0.00
11b. Profit, Up to 6%		\$0.00
11c.		\$0.00
12. Subcontractors' Premium Portion of approved Overtime		\$0.00
13. SUBCONTRACTOR TOTAL		\$0.00

SECTION C: TOTAL CONTRACTED UNIT PRICE COSTS (from Unit Price Worksheet)	14.	\$0.00	
--------------------------------------------------------------------------	-----	--------	--

SECTION D: CONTRACTOR'S REQUESTED TOTAL		Round Totals to Nearest Dollar	
15. AMOUNT REQUESTED	(Total lines 8, 13, and 14.)	\$7,246.78	

Mitchel Cleveland 02/17/23

 Signature of Contractor's Authorized Representative Date
Mitchel Cleveland

 Print Name
Project Manager

 Print Title

 Print name of Contact Person (if different)

 Phone No. (if different from above)

SECTION E: CONSTRUCTION MANAGER'S/A/E REVIEW

I have reviewed the labor hours, material quantities and equipment and no exceptions are taken to the Proposal.
 see comments noted on proposal or below: _____

By: _____ _____ _____
 Construction Manager/A/E Date Phone No.

 Project Manager

 Construction Officer

Credit Change Order Payment Lines Affected					
Line	Amount	Line	Amount	Line	Amount

5/15/20

Elm City Communities/ Housing Authority New Haven/ Glendower Group
 360 Orange Street
 New Haven CT 06511

Contract No. PM-21-C-524
 Project No. 2257-01
 Change Request No. 37

CHANGE ORDER LABOR WORKSHEET Nail Plates and Fire Stopping as Requested by Building Dept

Contractor Name:	<u>BRD Builders LLC</u>	Date:	<u>02/17/23</u>
Address:	<u>2099 Main St</u>		
	<u>Hartford CT 06120</u>		
Telephone No.:	<u>860-706-0359</u>		

STRAIGHT TIME LABOR AND PREMIUM PORTION OF OVERTIME (PPO)								ECC USE ONLY	
Work Description	Trade	Straight Time Hours	Straight Time Rate	Overtime Hours	Overtime Rate	Straight Time Cost	PPO Cost	ECC Revisions	
General Labor to Install Fire Stopping and Nail Plates	Carpentry	70.00	\$54.00			\$3,780.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
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						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
SUBTOTALS						\$3,780.00	\$0.00		
TOTAL LABOR						\$3,780.00	\$0.00		



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COST ESTIMATE
Including Item Details

1440002 - 37 - Nail Plates and Fire Stopping As Requested By Building Dept

Manager: Edmund Wambolt

As of 2/17/2023

Authorized Change 37

	Description	Quantity	U/M	Labor (\$)	Material (\$)	Subcontract (\$)	Equipment (\$)	Other (\$)	Total (\$)
01005	Line 7 Contractors Markup Combined Overhead and Profit (8%)	1.00	l/s	0.00	0.00	0.00	0.00	536.80	536.80
	Profit & Overhead <i>Profit & Overhead</i>	1.00	l/s	Other @	536.80	=			536.80
06200	Nail Plates	1.00	l/s	0.00	1,510.16	0.00	0.00	0.00	1,510.16
	1 1/2" x 6 Nail Plates	430.00	l/s	Material @	0.88	=			378.40
	<i>Average 10 plates needed per bathroom count</i>								
	5"x6" Nail Plate	172.00	ea	Material @	6.58	=			1,131.76
	<i>4 needed per unit</i>								
17101	Labor to Install Fire Stopp ing and Nail Plates	1.00	l/s	3,780.00	0.00	0.00	0.00	0.00	3,780.00
	General Installation Labor	70.00	l/s	Labor @	54.00	=			3,780.00
	<i>Labor to install Fire Stopping and Nail Plates per unit wherever walls are opened. 2 hours per unit</i>								
072700	Firestopping	1.00	l/s	0.00	1,419.82	0.00	0.00	0.00	1,419.82
	3m Fire caulk	86.00	ea	Material @	14.87	=			1,278.82
	<i>Firestopping existing penetrations 2 tubes per unit/bathroom count</i>								
	Rock Wool	2.00	ea	Material @	70.50	=			141.00
	<i>Fire stop penetrations too big for Caulk. 1/2 Batt per unit</i>								

SUBTOTAL DIRECT COSTS	3,780.00	2,929.98	0.00	0.00	536.80	7,246.78
Indirect Costs	0.00	0.00	0.00	0.00	0.00	
Indirect Cost Allocation Rates	0.00%	0.00%	0.00%	0.00%	0.00%	
TOTAL DIRECT & INDIRECT COSTS	3,780.00	2,929.98	0.00	0.00	536.80	7,246.78
Profit					0.00%	0.00

Supplemental Markups:

TOTAL PRICE	7,246.78
--------------------	-----------------

Mitchel Cleveland

From: The Home Depot <HomeDepot@order.homedepot.com>
Sent: Friday, February 17, 2023 9:49 AM
To: mclevelandbrd@gmail.com
Subject: Share Cart Invitation From Mitchel Cleveland



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get more done.**







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Mitchel Cleveland would like to


share their cart with you

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Mitchel Cleveland's Cart

Item	In Store	Qty	Item Total
 3M 10.1 fl. oz. Red Fire Barrier CP 25WB Plus Sealant Model #CP25WB+10 Store SKU #163096	 Aisle 04 Bay 010	1	\$14.87
 Simpson Strong-Tie PSPNZ 5 in. x 8 in. ZMAX Galvanized Protecting Shield Plate Nail Stopper Model #PSPN58Z Store SKU #115720	 Aisle 21 Bay 003	1	\$6.58


Simpson Strong-Tie NS 1-1/2 in. x 6 in. 14-Gauge Nail Stop
 Model #NS2
 Store SKU #462950

 Aisle 21
 Bay 003

1 \$0.88

Subtotal	\$22.33
Shipping	\$0
Sales Tax	\$0

Est. Total \$22.33

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[SHOP NOW >](#)



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ROCKWOOL SAFE 'n' SOUND Attic Wall 59.7-sq ft Unfaced Stone Wool Batt Insulation (15.25-in W x 47-in L) Individual Pack 1 total Piece

Item #305816 Model #RXSS31525

Shop ROCKWOOL ★★★★★ 734



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\$70.50

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Better fit, flexible edge compensates for normal frame variability, cuts easily
Made from natural and recycled materials - user friendly, no fiberglass in product
Easier and faster to install

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Tue, Mar 7: From \$79.00
Delivery Scheduling in Checkout

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- +

Minimum Qty of 18, Please Select in multiples of 18



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BETTER TOGETHER

<input type="checkbox"/> CURRENT ITEM	<input type="checkbox"/> Selected	<input type="checkbox"/> Selected	<input type="checkbox"/> Selected
	+		+
	+		
ROCKWOOL SAFE 'n' SOUND Attic Wall 59.7-sq ft Unfaced Stone Wool Batt Insulation (15.25- \$70⁵⁰		15.5-in Insulation Supports \$14⁹⁸	Grip-Rite 1-Blade Utility Knife \$10⁹⁸
			ToughRock 5/8-in 4-ft x 8-ft Fireguard Regular Drywall Panel \$21⁴⁸

Subtotal for (4) items
\$117.94

Overview

ROCKWOOL safe'n'sound is a stone wool insulation product that can reduce noise and sound absorption in residential wood and steel stud construction. Stone wool provides excellent noise reduction and sound absorption to help you create quieter, more productive environments.

- Better fit, flexible edge compensates for normal frame variability, cuts easily
- Made from natural and recycled materials - user friendly, no fiberglass in product
- Easier and faster to install
- Water-resistant
- Non-combustible, fire-resistant up to 2150 degrees Fahrenheit
- Excellent sound absorbency, sound deadening properties
- GREENGUARD certified; chemically inert - CFC and HCFC free product and process
- Does not promote growth of fungi or mildew
- Friction fit to ensure optimum performance, no sag over the years

Specifications ▼

Reviews ▼

Community Q & A ▼

Product Features ▼

RELATED SEARCHES

- Rockwool Batt Insulation
- Fiberglass Batt Insulation
- Attic Batt Insulation
- Johns Manville Batt Insulation

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BRD Builders
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OUR CHANGE PROPOSAL

02/22/2023

Rachel Gilroy
Housing Authority of New Haven dba Elm City Communities
360 Orange Street, P.O. Box 1912
New Haven, CT 06511

Re: Our Change Proposal 1440002-38 for **Sillcock Replacement**

Project: Essex Interior & Exterior Renovations

Housing Authority of New Haven dba Elm City Communities

Essex Townhouses, 1134 Quinnipiac Avenue, New Haven, CT 06513

This Proposal is for the Change referenced above and more particularly defined by the Scope of Work comprised of this Proposal, its Attachments, and other Contract Documents incorporated by reference. Therefore, we propose to change the following:

15 - Mechanical

1. Line 11a GC Overhead up to 2%
2. Line 11b GC Profit up to 6%

Price: \$ **1,306.88** *One Thousand Three Hundred Six Dollars and Eighty Eight Cents*

Time: The duration of the Work to achieve Substantial Completion will be **UNCHANGED**.

Clarification(s): - Per the owner's request, the Contractor has removed the 6% general conditions from this change order so that it may be negotiated in the future. If we do not reach an agreement on the general conditions, the Contractor may withdraw from completion of any remaining change order work without penalty. An agreement on a general conditions change order would need to be executed or a Construction Change Directive would be required to continue performance of this work.

Expiration: This Proposal shall remain open for 30 calendar day(s).

Attachment(s): Additional Attachments

Please contact me at or via e-mail E.Wambolt@brdbuilders.com if you have any questions or require additional information.

Regards,

BRD Builders

Edmund Wambolt
Site Supervisor

ACCEPTANCE OF PROPOSAL

The Scope of Work described above supersedes any and all prior communication about this Change.

Customer Signature: _____

Date: _____

Housing Authority of New Haven dba
Elm City Communities



BRD Builders
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ADDITIONAL DOCUMENTS

Project: 1440002 - Sillcock Replacement

Date: 02/22/2023

Document: 1440002-38

Name

- 1 PCO 38
<https://redteam.link/izh0zlq>

BRD Builders: _____

Customer: _____



Elm City Communities/ Housing Authority New Haven/ Glendower Group
360 Orange Street
New Haven, CT 06511

Contract No. PM-21-C-524
 Project No. 2257-01
 Change Request No. 38

CONTRACTOR'S CHANGE ORDER PROPOSAL Silcock Replacement

Contractor Name:	<u>BRD Builders LLC</u>	Date:	<u>02/22/23</u>
Address:	<u>2099 Main St</u>	Allowance	
	<u>Hartford CT 06120</u>	Change Order	38
Telephone No.:	<u>860-706-0359</u>		

SECTION A: CONTRACTOR WORK	HANH REVISIONS	
1. Total Contractor Labor (from Labor Worksheet)	\$216.00	
2. Total Contractor Material (from Material Worksheet)	\$0.00	
3. Total Contractor Equipment (from Equipment Expense Proposal)	\$0.00	
4 SUBTOTAL (total lines 1 through 3)	\$0.00	
5 Premium Portion of Overtime (from Labor Worksheet)	\$0.00	
6 Under Special conditions as permitted by Owner: Gen. Conditions up to 6%	\$0.00	
7 Contractor's Markup Combined Overhead and Profit (% of line 4)	\$17.28	
8 CONTRACTOR TOTAL (Total lines 4, 5, 6 and 7)	\$233.28	

SECTION B: SUBCONTRACTOR WORK	(From Subcontractor's Proposal - Use a separate form for each Sub)	
9. Names of Subcontractors:	Base Cost Only (Line D3)	up to 8% Markup (Line D4)
A. R+R Mechanical	\$920.00	\$80.00
B.	\$0.00	\$0.00
C.	\$0.00	\$0.00
D.	\$0.00	\$0.00
10. TOTAL SUBCONTRACTORS' PROPOSALS	\$920.00	\$80.00
11. CM's/G Contractor's Markup on Subs' Cost (per Contract):		
11a. Overhead up to 2%		\$18.40
11b. Profit, Up to 6%		\$55.20
11c.		\$0.00
12. Subcontractors' Premium Portion of approved Overtime		\$0.00
13. SUBCONTRACTOR TOTAL		\$1,073.60

SECTION C: TOTAL CONTRACTED UNIT PRICE COSTS (from Unit Price Worksheet)	14.	\$0.00	
--------------------------------------------------------------------------	-----	--------	--

SECTION D: CONTRACTOR'S REQUESTED TOTAL	Round Totals to Nearest Dollar	
15. AMOUNT REQUESTED	(Total lines 8, 13, and 14.)	\$1,306.88

Mitchel Cleveland 02/22/23

 Signature of Contractor's Authorized Representative Date
 Mitchel Cleveland

 Print Name
 Project Manager

 Print Title

 Print name of Contact Person (if different)

 Phone No. (if different from above)

SECTION E: CONSTRUCTION MANAGER'S/A/E REVIEW

I have reviewed the labor hours, material quantities and equipment and no exceptions are taken to the Proposal.
 see comments noted on proposal or below: _____

By: _____
 Construction Manager/A/E Date Phone No.

_____ Project Manager

_____ Construction Officer

Credit Change Order Payment Lines Affected					
Line	Amount	Line	Amount	Line	Amount

_____	_____	_____
_____	_____	_____
_____	_____	_____

5/15/20

Elm City Communities/ Housing Authority New Haven/ Glendower Group
360 Orange Street
New Haven CT 06511

Contract No. PM-21-C-524
 Project No. 2257-01
 Change Request No. 38

CHANGE ORDER LABOR WORKSHEET Sillcock Replacement

Contractor Name: <u>BRD Builders LLC</u>		Date: <u>02/22/23</u>	
Address: <u>2099 Main St</u>			
<u>Hartford CT 06120</u>			
Telephone No.: <u>860-706-0359</u>			

STRAIGHT TIME LABOR AND PREMIUM PORTION OF OVERTIME (PPO)								ECC USE ONLY	
Work Description	Trade	Straight Time Hours	Straight Time Rate	Overtime Hours	Overtime Rate	Straight Time Cost	PPO Cost	ECC Revisions	
Siding Labor to remove and reinstall	Carpentry	4.00	\$54.00			\$216.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
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						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
						\$0.00	\$0.00		
SUBTOTALS						\$216.00	\$0.00		
TOTAL LABOR						\$216.00			



BRD Builders
Powered by RedTeam

COST ESTIMATE
Including Item Details

1440002 - 38 - Sillcock Replacement

Manager: Edmund Wambolt

As of 2/22/2023

Authorized Change 38

	Description	Quantity	U/M	Labor (\$)	Material (\$)	Subcontract (\$)	Equipment (\$)	Other (\$)	Total (\$)
01005	Line 7 Contractors Markup Combined Overhead and Profit (8%)	1.00	l/s	0.00	0.00	0.00	0.00	17.28	17.28
	Profit & Overhead	1.00	l/s	Other @	17.28	=			17.28
	<i>Profit & Overhead</i>								
07450	BRD Builders LLC	1.00	l/s	216.00	0.00	0.00	0.00	0.00	216.00
	Remove and Reinstall Siding	4.00	hrs	Labor @	54.00	=			216.00
	<i>Remove siding around existing sillcock and replace with new</i>								
15420	R+R Mechanical	1.00	l/s	0.00	0.00	1,000.00	0.00	73.60	1,073.60
	Sillcock Replacement	4.00	ea	Subcontract @	250.00	=			1,000.00
	<i>Plumbing unit cost to replace sillcock (4 total)</i>								
	Line 11a GC Overhead up to 2%	1.00	ea	Other @	18.40	=			18.40
	Line 11b GC Profit up to 6%	1.00	l/s	Other @	55.20	=			55.20

SUBTOTAL DIRECT COSTS		216.00	0.00	1,000.00	0.00	90.88	1,306.88
Indirect Costs		0.00	0.00	0.00	0.00	0.00	
Indirect Cost Allocation Rates		0.00%	0.00%	0.00%	0.00%	0.00%	
TOTAL DIRECT & INDIRECT COSTS		216.00	0.00	1,000.00	0.00	90.88	1,306.88
Profit						0.00%	0.00

Supplemental Markups:

TOTAL PRICE	1,306.88
--------------------	-----------------

R & R Mechanical Services, LLC

12 Stagecoach Circle
MILFORD, CT 06460

Tel. (203) 876-2148
Fax (203) 876-2148

CT LIC SM-1 4474
S-1 0392921

#BRDETH23

PROPOSAL SUBMITTED TO:
BRD Builders

PHONE

DATE
2/20/2023

STREET

JOB NAME
Essex Townhomes

CITY, STATE AND ZIP CODE

JOB LOCATION
New Haven, CT

ENGINEER

DATE OF PLANS

JOB PHONE

We hereby submit specifications and estimates for:

INSTALLATION: Furnish and install sill cocks. See page 2 for breakdown.

Job is non- taxable and non-prevailing wage.

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

SEE PAGE 2

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes. Accidents

or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized

Signature _____
Edward S. Ruocco, BSME

Note: This proposal may be
Withdraw by us if not accepted within _____ days.

Acceptance of Proposal -The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made at outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

PLUMBING: Shut off and drain cold water. Remove and replace existing sill cock with keyed frost free sill cock and tie into existing cold water piping. Turn water back on and check for leaks.

8" keyed frost free sill cock and tie in fittings: \$250.00



BRD Builders
Powered by RedTeam

OUR CHANGE PROPOSAL

02/28/2023

Rachel Gilroy
Housing Authority of New Haven dba Elm City Communities
360 Orange Street, P.O. Box 1912
New Haven, CT 06511

Re: Our Change Proposal 1440002-39 for **Access Panels**

Project: Essex Interior & Exterior Renovations

Housing Authority of New Haven dba Elm City Communities

Essex Townhouses, 1134 Quinnipiac Avenue, New Haven, CT 06513

This Proposal is for the Change referenced above and more particularly defined by the Scope of Work comprised of this Proposal, its Attachments, and other Contract Documents incorporated by reference. Therefore, we propose to change the following:

6 - Wood & Plastics

1. 1x2x8 trim boards
2. 2x8x8 Framing Lumber
3. Rough Carpentry
4. 2x4x8

8 - Doors & Windows

1. Backcock Davis BNT 12x12

Price: \$ (39.92) *Negative Thirty Nine Dollars and Ninety Two Cents*

Time: The duration of the Work to achieve Substantial Completion will be **UNCHANGED**.

Clarification(s): - None.

Expiration: This Proposal shall remain open for 30 calendar day(s).

Attachment(s): Additional Attachments

Please contact me at or via e-mail E.Wambolt@brdbuilders.com if you have any questions or require additional information.

Regards,

BRD Builders

Edmund Wambolt

Site Supervisor

ACCEPTANCE OF PROPOSAL

The Scope of Work described above supersedes any and all prior communication about this Change.

Customer Signature: _____ Date: _____

Housing Authority of New Haven dba
Elm City Communities



BRD Builders
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ADDITIONAL DOCUMENTS

Project: 1440002 - Access Panels

Date: 02/28/2023

Document: 1440002-39

Name

- 1 PCO 39
<https://redteam.link/ewk87zg>

BRD Builders: _____

Customer: _____

_____	_____	_____
_____	_____	_____
_____	_____	_____

5/15/20



BRD Builders
Powered by RedTeam

COST ESTIMATE
Including Item Details

1440002 - 39 - Access Panels

Manager: Edmund Wambolt

As of 2/28/2023

Authorized Change 39

	Description	Quantity	U/M	Labor (\$)	Material (\$)	Subcontract (\$)	Equipment (\$)	Other (\$)	Total (\$)
06100	BRD Builders LLC	1.00	l/s	1,539.00	489.36	0.00	0.00	0.00	2,028.36
	Rough Carpentry Framing	14.00	hrs	Labor @	54.00	=			756.00
	<i>14 panels require framing to fur the door down to allow it to fit</i>								
	1x2x8 trim boards	29.00	ea	Material @	7.62	=			220.98
	2x8x8 Framing Lumber	21.00	ea	Material @	10.28	=			215.88
	<i>1 piece completes 1.5 access panels to be furred down</i>								
	Rough Carpentry	14.50	hrs	Labor @	54.00	=			783.00
	<i>To fur down 29 access panels with 1x2 trim</i>								
	2x4x8	14.00	ea	Material @	3.75	=			52.50
	<i>Lumber to add to wall for access panels being dropped down and nailers for drywall</i>								
08050	Access Doors	1.00	l/s	0.00	-2,068.28	0.00	0.00	0.00	-2,068.28
	Karp Fire Rated Insulated Panel Credit	29.00	ea	Material @	-115.00	=			-3,335.00
	<i>Includes restocking fee and Freight</i>								
	Backcock Davis BNT 12x12	29.00	ea	Material @	43.68	=			1,266.72
09260	Drywall Unit Cost	1.00	l/s	0.00	0.00	0.00	0.00	0.00	0.00
	Drywall (L&M Combo)	1.00	l/s	Subcontract @	0.00	=			0.00
	<i>Drywall (L&M Combo)</i>								
SUBTOTAL DIRECT COSTS				1,539.00	-1,578.92	0.00	0.00	0.00	-39.92
	Indirect Costs			0.00	0.00	0.00	0.00	0.00	
	Indirect Cost Allocation Rates			0.00%	0.00%	0.00%	0.00%	0.00%	
TOTAL DIRECT & INDIRECT COSTS				1,539.00	-1,578.92	0.00	0.00	0.00	-39.92
	Profit							0.00%	0.00

Supplemental Markups:

TOTAL PRICE	-39.92
--------------------	---------------





(http://seals.networksolutions.com/site seal_seek/site seal?

v_shortname=NETEV&v_querytype=W&v_search=www.ameraproducts.com&x=5&y=5)



(<https://www.ameraproducts.com/Shared/ProductLiterature/BBB-Accredited-Business.pdf>)

Product Description	Unit Price	Quantity	Total
 <p>(/store/p/639-NT-Non-Rated-Universal-Access-Doors-For-All-Surfaces.aspx) (/store/p/639-NT-Non-Rated-Universal-Access-Doors-For-All-Surfaces.aspx) BD-BNTC1212 Size: (12x12) Lock-Type: Screwdriver Cam Latch -- / add \$0.00 Remove</p>	\$43. ⁶⁸	<input type="text" value="1"/>  Update	\$43. ⁶⁸

Clear Cart Items

Save This Cart

Email This Cart (MAILTO:?SUBJECT=Your Shopping Cart from AmeraProducts, Inc.&BODY=Click this link to view your product selections:
<http://www.ameraproducts.com/store/shopcart.aspx?cartid=tVJRCI7WCNo=>)

Saved Cart

This is a saved cart, named: Essex Babcock Davis BNT 12x12
[Rename This Cart](#)


SUBTOTAL	\$43.⁶⁸
Shipping (7.00 lbs.)	\$0.⁰⁰
Estimated Total	\$43.⁶⁸

Proceed to Checkout

Click to Enter a Coupon Code.

Apply Code

Pay With

 **PayPal** Pay in 4 interest-free payments of \$10.92. [Learn more](#)







(<http://www.ameraproducts.com/weaccept.aspx>)

6808 South Major Dr. Beaumont, Tx 77705

P.O. Box 21358 Beaumont, Tx 77720-1358

Toll Free (800)608-6568 | Local (409)842-2267 | Fax (409)840-5545

Roth Supply LLC

2113 Main St
Hartford, CT 06120
+1 8605270721
heatherclifford8@gmail.com

Credit Memo

CREDIT TO
BRD Builders
2099 Main St.
Hartford, Ct 06120

CREDIT 11699
DATE 02/28/2023

JOB NAME
Essex Townhouses

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
02/28/2023	Karp 12x12 FR Access Panel	12x12 Fire Rated Access Panel	1	115.00	115.00

TOTAL CREDIT

\$115.00



BRD Builders
Powered by RedTeam

OUR CHANGE PROPOSAL

02/27/2023

Rachel Gilroy
Housing Authority of New Haven dba Elm City Communities
360 Orange Street, P.O. Box 1912
New Haven, CT 06511

Re: Our Change Proposal 1440002-40 for **Surface Mounting Medicine Cabinets**

Project: Essex Interior & Exterior Renovations

Housing Authority of New Haven dba Elm City Communities

Essex Townhouses, 1134 Quinnipiac Avenue, New Haven, CT 06513

This Proposal is for the Change referenced above and more particularly defined by the Scope of Work comprised of this Proposal, its Attachments, and other Contract Documents incorporated by reference. Therefore, we propose to change the following:

12 - Furnishings

1. Kohler K-2936-PG Credit
2. Jensen Medicine Cabinet
3. Jensen Surface Mounting Kit

Price: \$ **4,112.26** *Four Thousand One Hundred Twelve Dollars and Twenty Six Cents*

Time: The duration of the Work to achieve Substantial Completion will be **UNCHANGED**.

Clarification(s): - Per the owner's request, the Contractor has removed the 6% general conditions from this change order so that it may be negotiated in the future. If we do not reach an agreement on the general conditions, the Contractor may withdraw from completion of any remaining change order work without penalty. An agreement on a general conditions change order would need to be executed or a Construction Change Directive would be required to continue performance of this work.

- BRD will have to Re Enter some units to install medicine cabinets

Expiration: This Proposal shall remain open for 30 calendar day(s).

Attachment(s): Additional Attachments

Please contact me at or via e-mail E.Wambolt@brdbuilders.com if you have any questions or require additional information.

Regards,
BRD Builders
Edmund Wambolt
Site Supervisor

ACCEPTANCE OF PROPOSAL

The Scope of Work described above supersedes any and all prior communication about this Change.

Customer Signature: _____ Date: _____

Housing Authority of New Haven dba
Elm City Communities



BRD Builders
Powered by RedTeam

ADDITIONAL DOCUMENTS

Project: 1440002 - Surface Mounting Medicine Cabinets

Date: 02/27/2023

Document: 1440002-40

Name

-
- 1 PCO 40
<https://redteam.link/2kclxx2>

BRD Builders: _____

Customer: _____

Elm City Communities/ Housing Authority New Haven/ Glendower Group
360 Orange Street
New Haven, CT 06511

Contract No. PM-21-C-524
 Project No. 2257-01
 Change Request No. 40

CONTRACTOR'S CHANGE ORDER PROPOSAL Surface Mounting Medicine Cabinets

Contractor Name: BRD Builders LLC Date: 03/06/23
 Address: 2099 Main St
 Hartford CT 06120
 Telephone No.: 860-706-0359 Allowance Change Order 40

SECTION A:

CONTRACTOR WORK

1. Total Contractor Labor (from Labor Worksheet)
2. Total Contractor Material (from Material Worksheet)
3. Total Contractor Equipment (from Equipment Expense Proposal)
4. SUBTOTAL (total lines 1 through 3)
5. Premium Portion of Overtime (from Labor Worksheet)
6. Under Special conditions as permitted by Owner: Gen. Conditions up to 6%
7. Contractor's Markup Combined Overhead and Profit (% of line 4)
8. **CONTRACTOR TOTAL (Total lines 4, 5, 6 and 7)**

HANH REVISIONS

\$1,161.00
\$2,646.65
\$0.00
\$0.00
\$0.00
\$0.00
\$304.61
\$4,112.26

SECTION B:

SUBCONTRACTOR WORK

9. Names of Subcontractors:
 A. _____ \$0.00
 B. _____ \$0.00
 C. _____ \$0.00
 D. _____ \$0.00
10. TOTAL SUBCONTRACTORS' PROPOSALS **\$0.00**
11. CM's/G Contractor's Markup on Subs' Cost (per Contract):
 11a. Overhead up to 2%
 11b. Profit, Up to 6%
 11c. _____
12. Subcontractors' Premium Portion of approved Overtime
13. **SUBCONTRACTOR TOTAL**

(From Subcontractor's Proposal - Use a separate form for each Sub)

Base Cost Only (Line D3) up to 8% Markup (Line D4)

\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00

SECTION C:

TOTAL CONTRACTED UNIT PRICE COSTS (from Unit Price Worksheet) 14.

SECTION D:

CONTRACTOR'S REQUESTED TOTAL

15. **AMOUNT REQUESTED**

Round Totals to Nearest Dollar

(Total lines 8, 13, and 14.)

\$4,112.26

Mitchel Cleveland 03/06/23

Signature of Contractor's Authorized Representative Mitchell Cleveland Date _____
 Print Name _____
 Project Manager _____
 Print Title _____

Print name of Contact Person (if different) _____
 Phone No. (if different from above) _____

SECTION E:

CONSTRUCTION MANAGER'S/A/E REVIEW

I have reviewed the labor hours, material quantities and equipment and no exceptions are taken to the Proposal. see comments noted on proposal or below:

By:

Construction Manager/A/E _____ Date _____
 Project Manager _____ Phone No. _____

Construction Officer _____

Credit Change Order Payment Lines Affected

Line	Amount	Line	Amount



Bender Plumbing Supplies

of Hartford, LLC.
197 Wawarme Ave
HARTFORD, CT 06114
benderplumbing.com

PRICE QUOTE

Phone 860-233-6606
Fax 860-233-4660

Quoted

BRD BUILDERS LLC
2099 MAIN STREET
HARTFORD CT 06120
Tel: 860-706-0359 Fax: 860-727-1180

Ship To

ESSEX TOWN HOUSES
Attn: MITCH 860-484-1420
NEW HAVEN CT 06120

Quote # QH44419
Quote Date 03/01/2023
Exp Date 03/31/2023
Customer # 0005767
Customer P/O # ESSEX TOWNHOUSE

Job ID

Customer Terms
NET 30 DAYS

Ship Via COMPANY TRUCK - EM
Writer DC3

Salesman
DANIELLE CONWAY - NH

Product	Description	UM	Quant	Unit Price	Price Extension
K2936-PGSAA	K-2936-PG-SAA CATALAN 107 MIRROR CABINET 24x36	EA	43	428.4533	18423.49
SPECIAL ORDER	THE ABOVE ITEMS ARE NON-STOCKED PRODUCTS AND ARE SPECIAL ORDERED BY REQUEST. BY AGREEING TO THIS TRANSACTION THE CUSTOMER IS RESPONSIBLE FOR THE FOLLOWING:	EA	1	0.00	0.00
	1. CANCELLATION FEES 2. FREIGHT CHARGES 3. NON-RETURNABLE OR NON-REFUNDABLE PRODUCT				

Customer Signature _____

X: _____

(Accepted by) _____

Sub Total	\$18,423.49
Freight	\$0.00
DELIVERY CHA	\$15.00
Tax Amount	\$0.00
Total	\$18,438.49

MESSAGE _____

QUOTES ARE GOOD FOR 7 DAYS FROM ORIGINAL DATE OF QUOTE.

TERMS _____

CLAIMS TO BE MADE WITHIN 72 HOURS. MINIMUM OF 25% WILL BE CHARGED FOR RESTOCK AND HANDLING RETURNED GOODS. NON-STOCK ITEMS ARE NON-RETURNABLE. BUYER RESPONSIBLE FOR ALL COLLECTION & ATTORNEY FEES.

Roth Supply LLC
2113 Main St
Hartford, CT 06120
+1 8605270721

Estimate

ADDRESS
BRD Builders
2099 Main St.
Hartford, Ct 06120

SHIP TO
BRD Builders
Essex Townhouses
1134 Quinpiac Ave
New Haven, CT 06513

ESTIMATE #
1115-2227

DATE
03/03/2023

JOB NAME
Essex

PART NUMBER	DESCRIPTION	QTY	COST	AMOUNT
Jensen Surface Mount Kit	Converts recessed 30" high medicine cabinet to surface mount.	43	110.00	4,730.00

TOTAL

\$4,730.00

Accepted By

Accepted Date

Roth Supply LLC
2113 Main St
Hartford, CT 06120
+1 8605270721

Estimate

ADDRESS
BRD Builders
2099 Main St.
Hartford, Ct 06120

SHIP TO
BRD Builders
Essex Townhouses
1134 Quinpiac Ave
New Haven, CT 06513

ESTIMATE #
1115-2228

DATE
03/03/2023

JOB NAME
Essex

PART NUMBER	DESCRIPTION	QTY	COST	AMOUNT
Jensen 52WH304PH	Medicine Cabinet 24x30 recessed mount	43	380.00	16,340.00

TOTAL

\$16,340.00

Accepted By

Accepted Date



BRD Builders
Powered by RedTeam

COST ESTIMATE
Including Item Details

1440002 - 40 - Surface Mounting Medicine Cabinets

Manager: Edmund Wambolt

As of 3/16/2023

Authorized Change 40

	Description	Quantity	U/M	Labor (\$)	Material (\$)	Subcontract (\$)	Equipment (\$)	Other (\$)	Total (\$)
01005	Line 7 Contractors Markup Combined Overhead and Profit (8%) Profit & Overhead Profit & Overhead	1.00	l/s	0.00	0.00	0.00	0.00	304.61	304.61
		1.00	l/s	Other @	304.61	=			304.61
06150	BRD Builders Carpentry Labor Labor to install medicine cabinet having to use surface mounting kit	1.00	l/s	1,161.00	0.00	0.00	0.00	0.00	1,161.00
		21.50	hrs	Labor @	54.00	=			1,161.00
12000	Medicine Cabinets Kohler K-2936-PG Credit	1.00	l/s	0.00	2,646.65	0.00	0.00	0.00	2,646.65
		43.00	ea	Material @	-428.45	=			-18,423.35
	Jensen Medicine Cabinet	43.00	ea	Material @	380.00	=			16,340.00
	Jensen Surface Mounting Kit	43.00	ea	Material @	110.00	=			4,730.00
SUBTOTAL DIRECT COSTS				1,161.00	2,646.65	0.00	0.00	304.61	4,112.26
	Indirect Costs			0.00	0.00	0.00	0.00	0.00	0.00
	Indirect Cost Allocation Rates			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
TOTAL DIRECT & INDIRECT COSTS				1,161.00	2,646.65	0.00	0.00	304.61	4,112.26
	Profit							0.00%	0.00

Supplemental Markups:

TOTAL PRICE	4,112.26
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MEMORANDUM

TO: Board of Commissioners

DATE: March 21, 2023

FROM: Karen DuBois-Walton, Ph.D., President

RE: Reauthorizing Resolution 02-09/21-R for certain acts in connection with the WHEREAS language in the second-year option to renew the contract with Crumbie Law Group, LLC for the period beginning March 1, 2021, and ending on March 28, 2023, and approving the third and final year to the contract in the amount of \$53,700.00 bring the total contract amount from \$107,400.00 to a not to exceed amount \$161,000.00 with no option to renew.

ACTION: Recommend that the Board of Commissioners adopt Resolution 03-19/23-R

TIMING: Immediately

RATIONALE: Elm City Communities/ Housing Authority of the City of New Haven is seeking Board approval for a contract award to Crumbie Law Group, LLC for legal services for non-payment summary processes for one-year period commencing March 1, 2021, and February 28, 2022 with (2) One year options to renew in the amount of \$53,700.00

The Housing Authority of New Haven solicited proposals for legal services for non-payment summary process. The Agency received proposals from 5 law firms, Crumbie Law Group, The Landlord Law Firm, Cody and Gonillo LLP, Karen Lee Miller an Associates LLC and Law Offices of Martyn Philpot Jr. LLC. The HANH evaluation committee interviewed all the legal firms and determined Crumbie Law Group submitted the best proposal.

HANH is satisfied with the services proposed and is requesting the Board approve the contract award for one year commencing March 1, 2021 and ending February 28, 2022 for a contract amount of \$53,700.00.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy approved by the Board of commissioners on October 16, 2018, all contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000 (Whichever is higher) and which results in a total contract greater than \$150,000 must be approved by the Commission prior to execution.

On February 16, 2021, the Board of Commissioners approved Resolution #02-09/21-R for a contract with Crumbie Law Group, LLC for nonpayment lease violation cases including HANH's review of Pre-termination / Notice to Quits, repayment agreements, negotiated stipulated judgments and Trials. Subpoena of witness, witness preparation, case development, including emails, correspondences and all other related activity beginning March 1, 2021, and ending February 28, 2022, for a total contract of \$53,700.00 per year for three (3) years for a total not to exceed amount of \$161,000.00

HANH is now seeking approval for reauthorization of resolution 02-09/21-R for certain acts in connection with the WHEREAS language in the second-year option to renew the contract with Crumbie Law Group, LLC for the period beginning March 1, 2021 and ending on March 28, 2023, and approving the third and final year to the contract with

Crumbie Law Group, Inc in the amount of \$53,700.00 bring the total contract amount from \$107,400.00 to a not to exceed amount \$161,000.00 with no option to renew.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy approved by the Board of commissioners on October 16, 2018, all contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000 (whichever is higher) and which results in a total contract greater than \$150,000 must be approved by the Commission prior to execution. HANH is now seeking approval for reauthorization of resolution 02-09/21-R for certain acts in connection with the WHEREAS language in the second-year option to renew with Crumbie Law Group, LLC for the period beginning March 1, 2021 and ending on March 28, 2023, and approving the third and final year to the contract Inc in the amount of \$53,700.00 bring the total contract amount from \$107,400.00 to a not to exceed amount \$161,000.00 with no option to renew.

FISCAL IMPACT: \$53,700.00

STAFF: Lee Purvis, Central Operations Manager

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION #03-19/23-R

Reauthorizing Resolution 02-09/21-R for certain acts in connection with the WHEREAS language in the second-year option to renew the contract with Crumbie Law Group, LLC for the period beginning March 1, 2021, and ending on March 28, 2023, and approving the third and final year to the contract in the amount of \$53,700.00 bring the total contract amount from \$107,400.00 to a not to exceed amount \$161,000.00 with no option to renew.

WHEREAS, Elm City Communities/The Housing Authority of the City of New Haven by way of Request for Proposals, solicited legal services for nonpayment lease summary process; and

WHEREAS, The Housing Authority of the City of New Haven received 5 proposals from the following law firms Crumbie Law Group LLC, The Landlord Law Firm, Cody and Gonillo LLP, Karen Lee Miller an Associates LLC, and Law Offices of Martyn Philpot Jr. LLC. The HANH evaluation committee interviewed all five legal firms and determined Crumbie Law Group LLC submitted the best proposal: and

WHEREAS, ECC/HANH is requesting the Board approve a contract award for one year commencing on March 1, 2021 and ending February 28, 2022 with (2) one year options bringing the not to exceed amount of \$53,700.00; and

WHEREAS, On February 16, 2021, the Board of Commissioners approved Resolution #02-09/21-R for a contract with Crumbie Law Group, LLC for nonpayment lease violation cases including HANH's review of Pre-termination / Notice to Quits, repayment agreements, negotiated stipulated judgments and Trials. Subpoena of witness, witness preparation, case development, including emails, correspondences and all other related activity beginning March 1, 2021, and ending February 28, 2022, for a total contract of \$53,700.00 per year for three (3) years for a total not to exceed amount of \$161,000.00:and

WHEREAS, HANH is now seeking approval for reauthorization of resolution 02-09/21-R for certain acts in connection with the WHEREAS language in the second-year option to renew with Crumbie Law Group, LLC for the period beginning March 1, 2021 and ending on March 28, 2023, and approving the third and final year to the contract Inc in the amount of \$53,700.00 bring the total contract amount from \$107,400.00 to a not to exceed amount \$161,000.00 with no option to renew; and

WHEREAS, in accordance with resolution 10-129/18-R for the Revised Procurement Policy approved by the Board of commissioners on October 16, 2018, all contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000 (whichever is higher) and which results in a total contract greater than \$150,000 must be approved by the Commission prior to execution; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, THAT:

1. Reauthorizing Resolution 02-09/21-R for certain acts in connection with the WHEREAS language in the second-year option to renew the contract with Crumbie Law Group, LLC for the period beginning March 1, 2021, and ending on March 28, 2023, and approving the third and final year to the contract in the amount of \$53,700.00 bring the total contract amount from \$107,400.00 to a not to exceed amount \$161,000.00 with no option to renew.

2. The President be and hereby is authorized, empowered and directed to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this resolution.
3. The resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on March 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

MEMORANDUM

TO: Board of Commissioners

DATE: March 21, 2023

FROM: Karen DuBois-Walton Ph.D., President

RE: Resolution Authorizing Approval of the second and final year option to renew the contract in the amount of \$151,600.00 and reauthorizing Resolution 02-09/21-R to amend the contract start date from March 1, 2022 to March 28, 2022 to March 27, 2023 with Ace Van & Storage, Inc. for professional moving and storage services agency bringing the total contract amount from \$151,600.00 to a not to exceed amount of \$303,200.00 for the period beginning March 28, 2023 and ending March 27, 2024

ACTION: Recommend that the Board of Commissioners adopt Resolution #03-20/23-R

TIMING: Immediately

DISCUSSION: HANH has a recurring need for Professional Moving and Storage services agency wide.

On December 29, 2021 ECC/HANH publicly advertised for proposals for Professional Moving and Storage services with a return date of January 26, 2022. ECC/HANH solicited potential bidders for this procurement. The Agency received proposals from Ace Van & Storage, Inc., and no other organizations. The proposal received from Ace Van & Storage; Inc was deemed responsive.

On March 15, 2022, the Board approved Resolution Number #02-09/22-R to enter into a one (1) year contract with a one-year renewal option with Ace Movers Inc. for the period beginning March 1, 2022, and ending February 28, 2023, for a contract amount not to exceed \$ 151,600.00. The Contract will include moving and storage services for all ECC/HANH developments and moving costs for relocation of residents for Special Projects (RAD Relocation).

HANH is now seeking approval of the second and final year option to renew the contract in the amount of \$151,600.00 and reauthorizing Resolution 02-09/21-R to amend the contract start date from March 1, 2022 to March 28, 2022 to March 27, 2023 with Ace Van & Storage, Inc. for professional moving and storage services agency bringing the total contract amount from \$151,600.00 to a not to exceed amount of \$303,200.00 for the period beginning March 28, 2023 and ending March 27, 2024. The first-year contract start date needed to be amended to align with the contract date execution.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution.

FISCAL IMPACT: \$ 51,600.00 in Operating funds available.
\$ 100,000 in Glendower relocation funds available

STAFF: Lee Purvis, Central Operations Manager

**ELM CITY COMMUNITIES
THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN**

RESOLUTION #03-20/23-R

Resolution Authorizing Approval of the second and final year option to renew the contract in the amount of \$151,600.00 and reauthorizing Resolution 02-09/21-R to amend the contract start date from March 1, 2022 to March 28, 2022 to March 27, 2023 with Ace Van & Storage, Inc. for professional moving and storage services agency bringing the total contract amount from \$151,600.00 to a not to exceed amount of \$303,200.00 for the period beginning March 28, 2023 and ending March 27, 2024

WHEREAS, ECC/HANH has a need for professional moving and storage services; and

WHEREAS ECC/HANH issued a public solicitation for professional moving and storage services on December 29, 2022, agency wide; and

WHEREAS HANH received one proposal for professional moving and storage services from Ace Van & Storage, Inc; and

WHEREAS HANH that Ace Van & Storage, Inc is a qualified vendor to provide professional moving and storage services; and

WHEREAS, On March 15, 2022, the Board approved Resolution Number #02-09/22-R to enter into a one (1) year contract with a one-year renewal option with Ace Movers Inc. for the period beginning March 1, 2022, and ending February 28, 2023, for a contract amount not to exceed \$151,600.00. The Contract will include moving and storage services for all ECC/HANH developments and moving costs for relocation of residents for Special Projects (RAD Relocation); and

WHEREAS HANH is now seeking approval of the second and final year option to renew the contract in the amount of \$151,600.00 and reauthorizing Resolution 02-09/21-R to amend the contract start date from March 1, 2022 to March 28, 2022 to March 27, 2023 with Ace Van & Storage, Inc. for professional moving and storage services agency bringing the total contract amount from \$151,600.00 to a not to exceed amount of \$303,200.00 for the period beginning March 28, 2023 and ending March 27, 2024. The first-year contract start date needed to be amended to align with the contract date execution; and

WHEREAS, in accordance with resolution 10-129/18-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

1. Resolution Authorizing approval of the second and final year option to renew the contract in the amount of \$151,600.00 and reauthorizing Resolution 02-09/21-R to amend the contract start date from March 1, 2022 to March 28, 2022 to March 27, 2023 with Ace Van & Storage, Inc. for professional moving and storage services agency bringing the total contract amount from \$151,600.00 to a not to exceed amount of \$303,200.00 for the period beginning March 28, 2023 and ending March 27, 2024.
2. The President be and hereby is authorized, empowered and directed to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this resolution.
3. The resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present on March 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Ace Van & Moving Storage Change Order Log

Date: 02-28-23

Vendor: Ace Moving & Storage

Intital Contract Term: 03-27-22 to 3/27/ 24

Original Contract amount:		\$151,600.00
Change Order #1	2nd Year Option to renew	\$151,600.00
Total Contract Value:		303,200.00

MEMORANDUM

TO: Board of Commissioners

DATE: March 21, 2023

FROM: Karen DuBois-Walton, President

RE: Resolution Authorizing Ratification of Change Order Number Two (2) to the Contract with Home Depot in the amount of \$200,000.00 bringing the contract amount from \$550,000.00 to \$750,000.00 for a variety of commercial supplies and services for the period beginning October 1, 2021 and ending September 30, 2023 for a total not to exceed contract amount of \$750,000.00

ACTION: Recommend that the Board of Commissioners adopt Resolution #03-21/23-R

TIMING: Immediately

DISCUSSION: Elm City Communities/The Housing Authority of the City of New Haven (ECC/HANH) has determined a need for a leading wholesale distribution company providing a broad range of products, paint, and services to professional customers in the Infrastructure & Energy, Maintenance, Repair & Improvement and Specialty Construction markets.

Home Depot currently has a US Communities contract that provides government procurement and maintenance professionals access to thousands of competitively solicited approved products. The contract Number is #16154 with the County of Maricopa, Arizona and is to expire December 31, 2021 with an additional five (5) years or at the County's sole discretion. In addition, Home Depot has an US Communities Contract that also provides paint and paint supplies. The contract number is #170009 with the County of Maricopa, Arizona and is to expire February 28, 2020 with an additional seven (7) years or at the County's sole discretion. This option was approved and renewed for another 7-year period ending on February 28, 2027.

Resolution 07-38/22-R authorized approval Change Order Number One (1) to the contract (a) a One (1) Year Contract with Home Depot for a variety of commercial supplies and services for the period beginning October 1, 2021 and ending September 30, 2022 for a total not to exceed amount contract amount of \$250,000.00, (b) increase the contract amount for period October 1, 2021 to September 30, 2022 by \$50,000.00, to a total amount of \$300,000.00; and (c) Authorize the exercise of a One (1) Year Option to renew for the amount of \$250,000.00, for a total amount not to exceed contract value of \$550,000.00.

ECC/HANH is now seeking to Ratification Approval of Change Order Number Two (2) to the Contract with Home Depot to increase the contract amount by \$200,000.00 due to (a) the completion of ECC work order back log consisting of 4830 routine and REAC workorders from October 2022 through February 2023, (b) vacancy reduction agency wide turning over approximately 50 units from October 2022 through February 2023 due to RAD relocations and monthly vacancies, and (c) add additional funds needed to reconcile outstanding invoices and for future services bringing the contract amount from \$550,000.00 to \$750,000.00 for a variety of commercial supplies and services for the period beginning October 1, 2021 and ending September 30, 2023 for a total not to exceed contract amount of \$750,000.00.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00

(whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. ECC/HANH is now seeking ratification approval of Change Order Number Two (2) to the Contract with Home Depot, to increase the contract amount by \$200,000.00 due to an increase of work order reduction and vacancy turnover agency wide and add additional funds needed to reconcile outstanding invoices and for future services bringing the new contract amount from \$500,000.00 to \$750,000.00.

FISCAL IMPACT: \$ 200,000.00

SOURCE OF FUNDS: Budgeted Operating Funds

STAFF: Karen Coleman, Housing Manager

**ELM CITY COMMUNITIES
Housing Authority of the City of New Haven**

RESOLUTION #03-21/23-R

Resolution Authorizing Ratification of Change Order Number Two (2) to the Contract with Home Depot in the amount of \$200,000.00 bringing the contract amount from \$550,000.00 to \$750,000.00 for a variety of commercial supplies and services for the period beginning October 1, 2021 and ending September 30, 2023 for a total not to exceed contract amount of \$750,000.00

WHEREAS, the Housing Authority of the City of New Haven (HANH) has a recurring a need for maintenance repair and improvement materials, paint, and supplies; and

WHEREAS, Home Depot currently has a US Communities contract which provides access to thousands of competitively solicited approved products; and

WHEREAS, the contract Number is #16154 and #17009 with the County of Maricopa, Arizona; and

WHEREAS, Resolution 07-38/22-R authorized approval change order number one (1) to the contract (a) a One Year Contract with Home Depot for a variety of commercial supplies and services for the period beginning October 1, 2021 and ending September 30, 2022 for a total not to exceed amount of \$250,000.00; and

WHEREAS, (b) increase the contract amount for period October 1, 2021 to September 30, 2022 by \$50,000.00, to a total amount of \$300,000.00; and

WHEREAS, (c) Authorize the exercise of a One (1) year Option to Renew for the amount of \$250,000.00 for a total not to exceed contract value of \$550,000.00; and

WHEREAS, ECC/HANH is now seeking to Ratification of Change Order Number Two (2) to the Contract with Home Depot to increase the contract amount by \$200,000.00 due to (a) the completion of ECC work order back log consisting of 4830 routine and REAC work orders from October 2022 through February 2023, (b) vacancy reduction agency wide turning over approximately 50 units from October 2022 through February 2023 due to RAD relocation and monthly vacancies, and (c) add additional funds needed to reconcile outstanding invoices and for future services bringing the new contract amount from \$550,000.00 to a not to exceed amount of \$750,000.00 for a variety of commercial supplies and services for the period beginning October 1, 2021 and ending September 30, 2023 for a total not to exceed contract amount of \$750,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN THAT:

1. The ratification of change order number two (2) in the amount of \$200,000 bringing the contract total from \$550,000 to a not to exceed amount of \$750,000.00 to the Home Depot for a variety of commercial supplies and services for the period beginning October 1, 2021 and ending September 30, 2023 is hereby authorized.
2. The Executive Director be and hereby is authorized, empowered, and directed to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and the purposes of this resolution.
3. This resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on March 21, 2023.

Karen DuBois-Walton, Ph. D.
Secretary/Executive Director

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Home Depot
Contract Number

22123-13663

CHANGE ORDER LOG

Date	Resolution Number	Reason	Amount	Running Total
September 21, 2021	09-76/21-R	Contract Award	\$ 250,000.00	\$ 250,000.00
July 19, 2022	07-38/22-R	Change Order Number 1	\$ 300,000.00	\$ 550,000.00
March 21, 2023		Change Order Number 2	\$ 200,000.00	\$ 750,000.00

MEMORANDUM

TO: Board of Commissioners
DATE: March 21, 2023
FROM: Karen DuBois-Walton Ph. D., President
RE: Resolution Authorizing A Contract With TNP (The Narrative Project) For Communication/Media Consulting For A Period Of One (1) Year, With Two (2) One (1) Year Options To Renew, For A Total Contract Not To Exceed Amount Of \$288,000.00

ACTION: Recommend that the Board of Commissioners adopt Resolution #03-22/23-R

TIMING: Immediately

DISCUSSION: Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) is interested in partnering with a Communications/Media Consultant to better “Tell Our Story,” and communicate effectively in ways that advance our progressive and equitable housing policy approach.

The goal is to market the current services of ECC/HANH to existing residents and participants, attract new residents, promote/advance initiatives and to support advocacy campaigns. In addition to this, the purpose of this contract is to establish ECC/HANH as a leader in innovative community engagement practices for Housing Authorities in Connecticut.

ECC/HANH conducted a competitive procurement to identify a contractor to continue these needed services. The first solicitation was released on December 12, 2022 to retain the services from qualified professional consulting firms with expertise in Communication/Media. Responses were due no later than 3:00 p.m. on January 11, 2023. To ensure fair competition, ECC/HANH contacted vendors to make them aware of the RFP. ECC/HANH received no responses to this solicitation. The second solicitation was released on January 25, 2023. Responses were due no later than 3:00pm on February 16, 2023. ECC/HANH received one (1) response and (1) proposal and moved on to the second step by receiving a 70 or above score.

The evaluation team met on February 22, 2023 to evaluate the submitted proposal. The sole respondent, TNP, received a favorable score and was invited to an interview. Additionally, this firm was invited to a negotiations session and was given the opportunity to submit A Best and Final Offer which was held on March 6, 2023.

Upon completion of the review and evaluation of proposals, it was deemed by the Evaluation Committee that TNP had submitted the most responsive proposal and award of the contract for Communication/Media Consultant Services for a period of one (1) year, with two (2) one (1) year options to renew, for a total contract not to exceed amount of \$288,000.00.

In accordance with resolution 10-129/01-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. ECC/HANH staff is recommending that the Board of Commissioners approve the contract with TNP for a period of one (1) year, with two (2) one (1) year options to renew, for a total contract not to exceed amount of \$288,000.00.

FISCAL IMPACT: \$96,000 Budgeted Operations Funds 2023
\$96,000 Budgeted Operations Funds 2024
\$96,000 Budgeted Operations Funds 2025

STAFF: Desire A. Sessions, Executive Communications & Board Liaison

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION #03-22/23-R

**Resolution Authorizing A Contract With TNP (The Narrative Project) For Communication/Media Consulting For
A Period Of One (1) Year, With Two (2) One (1) Year Options To Renew, For A Total Contract Not To Exceed
Amount Of \$288,000.00**

WHEREAS, Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) is interested in partnering with a Communications/Media Consultant to better “Tell Our Story,” and communicate effectively in ways that advance our progressive and equitable housing policy approach; and

WHEREAS, The goal is to market the current services of ECC/HANH to existing residents and participants, attract new residents, promote/advance initiatives and to support advocacy campaigns. In addition to this, the purpose of this contract is to establish ECC/HANH as a leader in innovative community engagement practices for Housing Authorities in Connecticut; and

WHEREAS, ECC/HANH conducted a competitive procurement to identify a contractor to continue these needed services. The first solicitation was released on December 12, 2022 to retain the services from qualified professional consulting firms with expertise in Communication/Media. Responses were due no later than 3:00 p.m. on January 11, 2023. To ensure fair competition, ECC/HANH contacted vendors to make them aware of the RFP. ECC/HANH received no responses to this solicitation. The second solicitation was released on January 25, 2023. Responses were due no later than 3:00pm on February 16, 2023. ECC/HANH received one (1) response and (1) proposal and moved on to the second step by receiving a 70 or above score; and

WHEREAS, The evaluation team met on February 22, 2023 to evaluate the submitted proposal. The sole respondent, TNP, received a favorable score and was invited to an interview. Additionally, this firm was invited to a negotiations session and was given the opportunity to submit A Best and Final Offer which was held on March 6, 2023; and

WHEREAS, Upon completion of the review and evaluation of proposals, it was deemed by the Evaluation Committee that TNP had submitted the most responsive proposal and award of the contract for Communication/Media Consultant Services for a period of one (1) year, with two (2) one (1) year options to renew, for a total contract not to exceed amount of \$288,000.00; and

WHEREAS, In accordance with resolution 10-129/01-R for the Revised Procurement Policy, approved by the Board of Commissioners on October 16, 2018, all Contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000.00 (whichever is higher) and which results in a total contract greater than \$150,000.00 must be approved by the Board of Commissioners prior to execution. ECC/HANH staff is recommending that the Board of Commissioners approve the contract with TNP for a period of one (1) year, with two (2) one (1) year options to renew, for a total contract not to exceed amount of \$288,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN that

1. The contract with The Narrative Project (TNP) for communication/Media consulting services be approved in the amount of \$288,000.00 for a period of one (1) year, with two (2) one (1) year options to renew.
2. The President be and hereby is authorized, empowered and directed to execute and deliver and agreement and expend the authorized funds.
3. The President be and hereby authorized, empowered and directed to take any and all such ancillary action necessary and appropriate to fulfill the intent of the foregoing.
4. The resolution shall take effect.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on March 21, 2023.

Karen DuBois-Walton
Secretary/ President

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner



Housing Authority of New Haven

AD-23-RFP-721
Request for Proposals

Communications Media Consultant

Issue Date: January 25, 2023

Karen DuBois-Walton
President



Housing Authority of New Haven

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Housing Authority of New Haven

Part I. Solicitation Information

A. *Description of Services*

The Housing Authority of the City of New Haven d/b/a Elm City Communities (HANH/ECC) invites experienced Communications/Media Consultants to submit a proposal in accordance with the specifications outlined herein.

B. *Important Due Dates/ Locations/ Time*

Schedule	
Event	Date
RFP Issued	January 25, 2023 at 3:00PM
Pre-Proposal Conference	January 31, 2023 at 12:00 PM
Questions Due	February 6, 2023 at 12:00PM
Proposals Submittal Deadline	February 16, 2023 at 3:00PM

A Pre-Proposal Conference is scheduled for January 31, 2023 at 12:00 p.m. **ONLY** via conference call. Conference call link is attached as a separate document. Attendance is not mandatory but is recommended.

All questions concerning this RFP must be submitted in writing no later than February 6, 2023 at 12:00 p.m. EST using the Housing Authority of the City of New Haven's Collaboration Portal website: <https://newhavenhousing.cobblestonesystems.com/gateway>. To submit questions, you must register as an Interested Respondent.

Once the question period has ended, all responses to questions will be posted as an addendum and posted on Housing Authority of the City of New Haven's Collaboration Portal website: <https://newhavenhousing.cobblestonesystems.com/gateway>. All Addenda's must be acknowledged with a signature and timely submitted as part of this solicitation. Bids will be rejected if the addendum is not timely submitted as stated.



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C. Preparation of Submission:

Respondent must submit ONE complete file and must be uploaded via the Housing Authority of the City of New Haven's Collaboration Portal website due to COVID-19: <https://newhavenhousing.cobblestonesystems.com/gateway>.

Caution: Late Proposal submission will be handled in accordance with the provisions contained in HUD Form HUD 5369-B Titled "LATE SUBMISSIONS, MODIFICATIONS, AND WITHDRAWALS OF OFFERS".

Persons wishing to receive copies via overnight delivery are responsible for making all arrangements and paying related costs. All cost related to the preparation of this RFP and any related activities are the responsibility of the Offeror. HANH/ECC does not assume any liability for any cost incurred by the Offeror throughout the entire selection process.

All proposals submitted must conform to the requirements specified in the Instructions to Offerors, General Contract Conditions, and any/all other requirements contained herein, all of which form a part of the Request for Proposals by reference.

HANH/ECC reserves the right to postpone or cancel this RFP, to reject, in whole or in part, any and all proposals, to re-advertise for new proposals, and/or to not award any agreement pursuant to the RFP requirements if HANH/ECC deems it's in their best interest to do so. HANH/ECC further reserves the right to waive any minor informality, or the failure of any bidder to comply there with, if it is in the public interest to do so.

HANH/ECC will reject the proposal of any bidder who is suspended and/or debarred by HUD from providing services to public housing authorities and reserves the right to reject the proposal of any who has previously failed to perform any contract properly for HANH/ECC, or any instrumentality thereof.



Housing Authority of New Haven

Part II. Bid Protest

Disagreements over the award of a HANH/ECC contract, referred to as protests, may occasionally arise between the PHA and an offeror. Usually, the protestor asserts that he/she should have received the contract award and alleges that HANH/ECC did not conduct the competition appropriately. (Note: While protests are commonly referred to as bid protests, any type of contract award, including small purchase, competitive proposal, or sealed bid, may be protested by an unsuccessful offeror.) HANH/ECC, in accordance with sound business judgment, is responsible for the settlement of protests arising from the procurement process.

1. **Designation of Protest Officials.** The Contracting Officer shall be responsible for the receipt of any form bid protest in writing and with conducting the initial bid protest hearing. Bid protest must be submitted within ten (10) days of the award of contract by the Authority.

The Contracting Officer shall render an impartial decision regarding any bid protest.

2. **Appeal of Initial Bid Protest Decision.** If the Contracting Officer denies the bid offeror's bid protest, the protestor must request an appeal of said finding in writing no later than ten (10) days of the date of receipt of the decision of the Contracting Officer. The appeal hearing will be conducted by no less than two (2) members of the Board of Commissioners (i.e., the Service Committee or the Planning and Development Committee.) The request for an appeal hearing shall be directed to the Contracting Officer.

3. **Requirements for Written Protests.** Protestors shall submit a bid protest in writing to the Contracting Officer within ten (10) days of the award of the subject contract by the Authority to the following address. **Protest against terms of the solicitation must be made prior to the due date of solicitation.**

Contracting Officer
360 Orange Street
3rd Floor
New Haven, CT 06511

The bid protest must clearly state the basis for the protest. Protests should include, at a minimum, the following information:

- a. Name, address, and phone number(s) of the protestor;
- b. Solicitation number and project title;
- c. A detailed statement of the basis for the protest;



Housing Authority of New Haven

- d. Supporting evidence or documents to substantiate any arguments; and
- e. The form of relief requested (e.g., reconsideration of their offer).

4. **Submission Time Period.** Generally, the offeror shall submit bid protest no later than ten (10) days of date the award of subject contract is made by the Board of Commissioners. **Protests against the terms of a solicitation should be considered late if submitted after the due date for offers.**

5. **Time Period for Formal Protest Hearing.** The Contracting Officer, or his/her designee, shall conduct a protest hearing, if the written request warrants within ten (10) calendar days of receipt of the writing request by the protestor. The Contracting Officer may deem, based upon the evidence presented by the protestor, that a hearing is not warranted, and that an unbiased and impartial initial decision can be rendered without the need of a face to face hearing.

6. **Remedial Action.** If a protest is decided in favor of the protestor, HANH/ECC may consider, inter alia, the following remedies:

If the contract has not been awarded, the HANH/ECC may cancel or revise the solicitation or proposed contract award, or

If the contract has been awarded, the contract may be terminated for convenience and awarded to the protestor, or the procurement may be canceled and offers re-solicited.

7. **Emergencies or Unusual and Compelling Circumstances.** HANH/ECC may allow a contract to remain in place despite a successful protest in cases of emergency or unusual or compelling need for the supplies or services. However, if the HANH/ECC determines, based on compelling circumstances such as an emergency or serious disruption of its operations, that termination or re-solicitation would not be in the best interest of HANH/ECC, then HANH/ECC may allow the award to stand and pay the successful protestor costs associated with preparing the bid along with the cost of filing and pursuing the protest and other damages determined.

8. **Denials.** HANH/ECC shall notify the protestor in writing of its decision and state the basis for the denial. The notification shall apprise the protestor of any appeal rights in accordance with our protest procedures.

9. **Appeal Procedures.** As stated above, appeal of the Contracting Officer's initial decision shall be heard by no fewer than two members of the Board of Commissioners (i.e., the Service Committee or the Planning and Development Committee). The request for an appeal must be made in writing as stated above and must include, but not be limited to:

- 1. A statement of the factual and legal grounds on which reversal or modification of the decision is deemed warranted, specifying any errors of law made or information not previously considered.



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10. **Documentation.** The Contracting Officer shall fully document the protest decision in writing in the contract file. Documentation shall include but not be limited to:

1. A copy of the subject solicitation and supporting documentation, including the copy of the advertisement of the bid.
2. A copy of the protestor's written protest.
3. A copy of the written finding of the Contracting Officer and that of any appeal officer(s).
4. Copy of documentation used by HANH/ECC to make its decisions that was protested by the protestor.

11. **Informal Resolution Processes.** Protestor may request an informal review of their protest either in writing or by phone.

EQUAL EMPLOYMENT OPPORTUNITIES REQUIREMENTS

All Equal Employment Opportunities including Section 3 (EEO) forms are provided in this package. The contractor/vendor must review all EEO forms, complete and submit the required EEO forms at the time of submission of bid or proposal. Bids/Contracts at all dollar values are subject to Section 3/MBE/WBE requirements.

After a Contract has been awarded, the contractor must attend a mandatory meeting with HANH/ECC's Director of Procurement. If there are any questions regarding the completion of the EEO forms please contact the Director of Procurement, at 203-498-8800 ext. 1200.

Staff is available at 360 Orange Street, 3rd floor, to assist persons with disabilities. The TTY/TDD number is (203) 497-8434. HANH/ECC is an equal opportunity housing agency.
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

By: *Karen DuBois-Walton, Ph.D.*
Karen DuBois-Walton
President

Date: *01/20/2023*

Part III. Index of Submittal Documents

The INDEX OF SUBMITTAL DOCUMENTS shown below is provided to assist all Offerors in correctly preparing and submitting a responsive RFP in accordance with the requirements of the above RFP. The Index contains a listing of all required submittal items.

Please review this index and submit all documents that are checked “**REQUIRED SUBMITTAL**” with your proposal. Documents that are checked “**SIGNATURE REQUIRED**” must be properly executed. Documents that are checked “**NOTARY/CORPORATE SEAL REQUIRED**” must be notarized and/or have the Bidder’s corporate seal affixed.

Please view/ download the below listed documents from:

<https://newhavenhousing.cobblestonesystems.com/gateway/DocumentLibrary.aspx>

INDEX OF SUBMITTAL DOCUMENTS				
DOCUMENT	REQUIRED SUBMITTAL	SIGNATURE REQUIRED	NOTARY/ CORPORATE SEAL REQUIRED	FOR YOUR REVIEW
ALL PROJECTS				
Letter of Interest	X	X		
Executive Summary	X			
Team Experience and Qualifications	X			
Offeror’s Approach	X			
Project Schedule / Availability	X			
Staffing & Qualifications	X			
Sample of Relevant Material	X			
Required Acknowledgements and Certifications as listed below:				
<i>Cover Sheet (Attached)</i>	X			
<i>Bid Sheet (Attached)</i>	X	X		
<i>HUD-5369-C- Certifications and Representation of Offerors</i>	X	X		
<i>HUD-5369-B Instruction to Offerors Reference and Past Performance Form</i>				X
<i>Acknowledgement of Addenda Form</i>	X	X		
<i>Section 3 Contractor Guide 2021</i>				X
<i>Contractor Highlight Section 3</i>				X
<i>Federal Executive Order 11246</i>				X
<i>HANH/ECC Section 3 Clause</i>				X
<i>HANH/ECC Bid Conditions for Equal Opportunity in Employment</i>				X
<i>General Conditions for Non- Construction- HUD 5370-C</i>				X
<i>HUD Form 50071- Certification of Payments to Influence Federal Transactions</i>	X	X		
<i>Non-Collusive Affidavit</i>	X	X	X	
<i>HANH/ECC’s Insurance Requirements</i>				X

Part IV. Scope of Services

Background Information

About Housing Authority of the City of New Haven/Elm City Communities

HANH/ECC works for the community to make the City of New Haven a better choice for living. It is our goal to build better neighborhoods, create more options for desirable housing for families from multiple income levels, and accommodate those who may need extra assistance. It is the mission of HANH/ECC to make a positive difference in the lives of residents of the City of New Haven through the development and operation of affordable communities of choice and by providing opportunities for greater self-sufficiency. We provide safe, decent, affordable housing choices and foster healthy communities within our developments, where residents are supported and encouraged in their efforts to reach their goals.

HANH/ECC not only provides great new housing options, but we are also working hard to improve existing public housing developments throughout the city. Our aggressive goals for renovation, replacement, improvement, and construction include:

- Providing high quality affordable housing services
- Cost effective property management services
- Serving as a development of housing
- Construction management and relocation services
- Effective supportive services for residents and participants
- Affordable housing policy development and advocacy services

Overview

HANH/ECC invites experienced Communication/Media Consultants to submit a proposal in accordance with the specifications outlined by HANH/ECC.

HANH/ECC has numerous interests that it seeks to promote or advance that require an experienced media consultant. Services are required to:

- Market the current services of HANH/ECC to existing residents and participants.
- Attract new residents, promote, and advance initiatives, support advocacy campaigns, etc.
- Establish HANH/ECC as a leader in innovative community engagement practices for Housing Authorities in Connecticut.
- Position HANH/ECC as a key player in conversations involving intersectional issues including education, health, workforce development, entrepreneurship, policing reform, and more.
- Facilitate a broad community understanding of the impact housing and housing policies have on economic and societal outcomes.



HANH/ECC is interested in partnering with a Communications/Media Consultant to better “Tell Our Story,” and communicate effectively in ways that advance our progressive and equitable housing policy approach. Our messaging seeks to:

- Prioritize revitalization of urban communities.
- Create new affordable housing opportunities for families served by or on waitlist for urban affordable housing.
- Promote our affordable housing and service.
- Advance our advocacy campaigns.
- Additionally, HANH/ECC advocates for intersectional issues that positively impact low-income residents in the State. These issues may include issues of education, health, workforce development, entrepreneurship, policing reform and more. Communication/media services may be used for these areas as well.

General Requirements

The Consultant shall provide communications services in accordance with the Scope of Work, as further defined by Executive Communications Liaison and President of HANH/ECC. Throughout the term of this contract, the Executive Communications Liaison and President of HANH/ECC shall determine administrative direction and policy for the Consultant. The Consultant shall carry out communications activities to insure clear and timely communication of services, programs, and events to residents/public via various media.

Services requested shall include but not limited to:

Project Management

1. Develop, maintain, and implement a weekly, monthly and annual calendar or plan of communications tasks representing the needs of HANH/ECC and programs.
2. Continuously evaluate current status of each department’s communication needs and propose communications improvements related thereto.
3. Video/phone meetings as needed with Executive Communications Liaison, President, and others.
4. Respond quickly to urgent matters.
5. Provide a weekly activity log and periodic reports on tasks completed for HANH/ECC and hours expended.
6. Develop new communications tools and activities.
7. Design a media campaign that effectively tells our story through earn and paid media.
8. Creation of media in various modalities including print and video pieces
9. Assist Executive Communications Liaison with planning and execution of press events.

Communications Tasks

1. Maintain a custom media list for distribution of press releases and distribute press releases as needed. This shall include local and regional media (print, radio, TV, Government TV



Housing Authority of New Haven

- Channel, online, blogs and social media).
2. Serve as designated media contact.
3. Draft press releases for review and distribution as needed.
4. Draft and post urgent communications via media (Facebook, Twitter, Instagram).
5. Draft and post planned communications via media (Facebook, Twitter, Instagram) These posts shall include program notices from various departments, meeting and event announcements, board meeting notices, MTW hearings, agency solicitations and HANH/ECC activities for our residents.
6. Coordinate HANH/ECC communications efforts with external agencies.
7. Coordinate media coverage of HANH/ECC's affairs.
8. Handle media inquiries and refer them to departments as appropriate. Also obtain Mayor, Council, Executive Communications Liaison and Department Head quotes for news items as needed.
9. Provide editorial and design support for reports, presentations, and publications including HANH/ECC's annual report.
10. Maintain an email distribution list.
11. Plan a routine and special news item in consultation with Executive Communications Liaison and President.
12. Photography as needed
13. Log social media complaints/inquiries.

Content Development/Management

1. Create original social media posts across all platforms for events, holidays, solicitations, etc.
2. Develop promotional materials for HANH/ECC's programs and services.
3. Support of coalition building and advocacy campaigns
4. Create content for monthly and quarterly publications.
5. Distribute monthly and quarterly publications.
6. Graphic design as needed
7. Create new brand/press kit for entire agency.
8. Create flyers as necessary.

Minimum Requirements

The contractor must provide HANH/ECC with the qualification of communication/media firm and have at a minimum five years of communications experience.

Employees of the Contractor

No one except authorized employees of the contractor are allowed on HANH/ECC's premises or housing units.

The contractor's employees are not to be accompanied to their work area by acquaintances, family members, assistants or any other person unless said person is an authorized employee of the contractor. At HANH/ECC's option, security screenings of all employees performing work may



Housing Authority of New Haven

be required. The contractor must have a current employee register.

Insurance

The contractor shall maintain throughout the duration of the contract the following insurances. The contractor must submit a copy of their certificate of insurance for the following coverage:

- Manufacturer's and Contractor's Public Liability Insurance
- Workmen's Compensation for all employees associated with operations
- Property Damage Insurance

Any permits, licenses, certificates or fees required for the performance of the work shall be obtained and paid for by the contractor. General Liability Insurance naming Housing Authority of the City of New Haven as an additional insured must be presented before contract award and kept current for the entire contract term.

Drug Free Workplace

HANH/ECC is a drug-free workplace. The use, possession, or transfer of illegal drugs, controlled substances (including medications with a valid prescription), simulated (look-alike) drugs, drug paraphernalia, or alcohol on HANH/ECC's premises is always strictly prohibited. The contractor will be required to comply with and enforce this policy, with respect to HANH/ECC's employees and residents as part of employment. Any contractor's employees found in violation of this policy must not be assigned to any HANH/ECC's development.

The contractor must have a written policy pertaining to the use of possession of drugs, alcohol, and other contraband items in a form and content acceptable to HANH/ECC. The contractor will ensure that copies of said policy are provided to all staff and is available to HANH/ECC.

The contractor must always maintain a comprehensive drug and alcohol testing program during the term of this contract. The procedures for such programs, including any related policies, will be provided by the contractor as a part of the bid submittal.

The contractor will be solely responsible for ensuring that employees assigned to a development have been informed of and understand this policy and must monitor compliance with said policy as provided above.

Contract Terms

This contract is for two (2) years with an option to renew for an additional one-year contract at the discretion of the President of HANH/ECC and the contractor.

HANH/ECC reserves the right to award the contact to one or more contractors in the best interest of HANH/ECC.

HANH/ECC reserves the right to enter into a contract with the contractor between The Housing Authority of the City of New Haven or directly with one of the other entities.

Part V. Submission Requirements

a. Proposal Preparation and Submission

Offerors' proposals must be prepared and submitted in such a manner that they address, at a minimum, the requirements of Sections B through L below in appropriate detail. Other preparation and submission requirements may be required by documents contained within Part IV (Scope of Services). It is the Offeror's responsibility to ensure that their proposal submittals properly address all requirements requested by the RFP.

b. Letter of Interest

At the beginning of each proposal, the Offeror must provide a letter of interest listing the Offeror's members and identifying the primary contact person. The letter must be signed by an authorized principal of the Offeror's firm and include a statement that the proposal will remain valid for not less than one hundred twenty (120) days from the due date

c. Executive Summary

Provide a brief description of no more than two (2) type-written double-spaced pages demonstrating your organization's understanding of the services required by this RFP and how your organization's technical expertise, experience; Public Housing and/or affordable housing, financial resources, proven past performance, and proven managerial processes are consistent with and capable of supporting the specified requirements contained herein.

d. Team Experience and Qualifications

- a. Name of Offeror and proposed role.
- b. Main address, telephone/fax numbers and email address of Offeror's place of employment.
- c. Address and telephone number of the office from which services will be provided to the Agency (if different from above).
- d. Contact person, title, telephone/fax numbers and email address.
- e. Description of the size, number of employees and the current workload of the Offeror.
- f. Identify the individual who will serve as Project Manager for the Offeror and who will direct and coordinate the effort to completion.

e. Offeror's Approach to Providing Required Services

Provide a brief description of no more than four (4) type written doubled space pages describing your organization's understanding of each of the separate tasks required under Part IV. (Scope of Services) and the methodology that will be utilized to provide all required services.



f. Project Schedule/ Ability to Perform in a Timely Manner

Describe your organization's ability to perform all required services in a timely manner. Include all proposed processes and timeframes for completion of same.

g. Staffing and Qualifications/ List of Key Personnel

Provide a listing of all key personnel that will be responsible for demonstrating their relevant experience necessary to perform the required services contained herein along with copies of current resumes applicable to each. The Contractor must provide HANH/ECC with the qualification of prospective site staff and have at a minimum, five years training and consulting experience.

h. Sample of Relevant Material

Submit samples of any/all charts, documents, forms, etc. that your organization will utilize to perform the required services contained herein.

i. Relevant and Past Experience

Offeror(s) must complete the HANH/ECC Reference and Past Performance Form

j. Employment and Contracting Action Plan

Offeror(s) should review HANH/ECC's Bid Conditions for Equal Opportunity in Employment, Section 3 Clause (Qualification Information), Federal Executive Order 11246 Compliance Requirements, and Clauses 16 (Equal Employment Opportunity) and 21 (Training and Employment Opportunities for Residents in the Project Area) of HUD Form HUD-5370-C (General Conditions for Non-Construction Contracts)

k. Required Certifications

All certifications and other required documents shown on the "Index of Submittal Documents Required for RFPs" must be prepared and submitted with Offeror's proposal for the proposal to be considered responsive to the HANH/ECC Request for Proposals (RFP)/Solicitation requirements. The minimum amount of time that Offeror's proposal must remain valid is ONE HUNDRED AND TWENTY (120) calendar days from the proposal submittal date.

l. Mandatory Clauses

HUD FORM HUD-5370-C (General Conditions for Non-Construction Contracts) and HANH/ECC's Supplemental Conditions to HUD Form HUD-5370-C include all clauses mandated by 24 CFR 85.36.

Part VI. Evaluation Criteria and Selection Procedures

1. Proposal Evaluation/Contract Award

Evaluation of the responses to this RFP may be evaluated using a two-step process. Step 1 may be used to determine which Offerors proposals are acceptable or potentially within the acceptable range. During Step 1, a committee will be appointed to evaluate technical proposals in accordance with the evaluation criteria stated in the RFP. The technical evaluation panel or committee performs the review of all technical proposals using the RFP's evaluation criteria.

For the purpose of conducting negotiations, proposals will be initially classified as acceptable, potentially acceptable, or unacceptable. The competitive range decision will consider the evaluation of both technical and cost/price proposals. Proposals determined by the Contracting Officer to be acceptable or potentially acceptable and that have a reasonable chance of award shall be included in the competitive range.

As part of the evaluation process, proposals classified as acceptable and potentially acceptable will be requested to present its proposal and demonstrate the system before the evaluation committee. Any information gained during the presentation(s) may be used in the evaluation of the proposal. Failure to honor this request will be grounds for rejection of the respondent's proposal with no further consideration given.

2. Evaluation Criteria

The evaluation criteria to which each Offeror's submitted proposal will be reviewed, ranked, and scored is as follows. Each proposal has a maximum total possible score of 100 points.

1. Experience in project management, content creation and communication coordination. **(Maximum of 25 Points)**
2. Examples of work on similar projects. **(Maximum of 30 Points)**
3. Quality of preliminary concept for process design and facilitation strategy and ability to perform according to time frames. **(Maximum of 25 Points)**
4. Compensation structure preference given to the most cost-efficient proposal. **(Maximum 10 Points)**
5. Respondent is a MBE/WBE or Section 3 qualified business enterprise or partners with a qualified entity. **(Maximum 10 Points)**

Proposals will be reviewed by an Evaluation Committee and in accordance with HANH/ECC's Procurement Procedures.

For the purpose of conducting negotiations, proposals will be initially classed as:

- Acceptable (within range of 70-100 points),
- Potentially acceptable (within range of 60-69 points) or



- Unacceptable (within range of 0-59 points).

Proposals determined by HANH/ECC's Contracting Officer to be either acceptable or potentially acceptable and that have a reasonable chance of resulting in a contract award considering their technical evaluation results and their proposed costs will be included in the competitive range. Proposals deemed acceptable or potentially acceptable will be invited for an interview.

Once HANH/ECC has completed the review process, HANH/ECC will enter negotiations with the highest ranked firm selected by the evaluation criteria, with the intention of reaching a best and final offer on a fair and reasonable rate schedule for professional services. If an agreement cannot be reached, HANH/ECC will terminate negotiations with that firm and will proceed to the next-highest ranked firm until rates determined to be fair and reasonable to both parties are obtained. Please note that if negotiations are terminated with a firm, HANH/ECC may not go back to that firm for any additional negotiations – even if the next lower ranked respondent is higher in price.

HANH/ECC will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to HANH/ECC, cost or price and other factors, specified elsewhere in this solicitation, considered.

HANH/ECC may

1. Reject any or all offers if such actions are in HANH/ECC's interest,
2. Accept other than the lowest offer,
3. Waive informalities and minor irregularities in offers received, and
4. Award more than one contract for all or part of the requirements stated.

If this solicitation is a request for proposals (RFP), HANH/ECC may award a contract based on initial offers received, without discussion. There, each initial offer should contain the offerors best terms from a cost or price and technical standpoint.

All Offeror(s) must disclose any conflicts of interest, e.g., family member of HANH/ECC staff or a resident of public housing or Section 8 (Housing Choice Voucher) in the City of New Haven.



Housing Authority of New Haven

Request for Proposals
AD-23-RFP-721
Communications Media Consultant

Company Name: _____

Address: _____

City, State & Zip Code: _____

Telephone: _____

Fax Number: _____

Contact Person Name: _____

Email Address: _____

Date Submitted: _____

Karen DuBois-Walton
President

Bid Sheet

Required Information	Cost per month	# of Months	Total Annual Cost
Communications/media consultancy	\$	12	\$
Expenses	\$	12	\$
Overhead and profit	\$	12	\$
Total			\$

Optional Services (Specify)	Cost Per Month	# of Months	Total Annual Cost
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
	\$	12	\$
Total			\$

Evaluation Score Sheet						
	Name:					
Evaluation Score sheet			The Narrative Project			Comments
1	Experience in project management, content creation and communication coordination. (Maximum of 25 points)	21-25 pts. Offeror's Approach to work demonstrates that it has an EXCELLENT understanding of the requirements and excellent experience to complete the project				
		11-20 pts Offeror's Approach to work demonstrates that it has an average understanding of the requirements and experience to complete the project				
		0-10 pts Has no understanding/knowledge of requirements to complete the project.				
			23			
2	Examples of Work on Similar Projects (Maximum of 30 points)	21-30 pts. Offeror's Previous qualifications and Agency has specific experience with successfully providing services of the type as listed in the RFP.				
		11-20 pts. Offeror's Previous Qualification and Experience shows that they have other moderate experience with successfully providing services of the type as listed in the RFP.				
		0-10 pts. Offeror's Previous Qualification lack any significant Experience successfully providing services of this type as listed in the RFP.				
			28			

Evaluation Score Sheet						
	Name:					
Evaluation Score sheet			The Narrative Project			Comments
3	Quality of preliminary concept for process design and facilitation strategy and ability to perform according to time frames. (Maximum of 25 points)	16-25 pts. Demonstrated a plan demonstrating strategy and time management.				
		6-15 pts. Demonstrated minimal strategy and time frame management.				
		0 - 5 pts. Didn't demonstrate strategy and time frame management.				
			21			
4	Compensation structure preference given to the most cost efficient proposal. (Maximum of 10 Points)	6 - 10 pts. Firm provided cost efficient proposal.				
		0-5 pts Did not provide a cost efficient proposal.				
			8			
5	Respondent is a MBE/WBE or Section 3 qualified business enterprise or partners with a qualified entity (Maximum 10 points)	10 pts. Demonstrates MBE/WBE or Section 3 status				
		5 pts. Demonstrates a partnership, joint venture or subcontracting relationship with MBE/WBE or Section 3 entity				

Evaluation Score Sheet						
	Name:					
Evaluation Score sheet			The Narrative Project			Comments
		0 pts. No relevant certification noted				
			10			
		Total Scoring:				
			90			
		Total Average:				

Evaluation Score Sheet						
	Name:					
Evaluation Score sheet			The Narrative Project			Comments
1	Experience in project management, content creation and communication coordination. (Maximum of 25 points)	21-25 pts. Offeror's Approach to work demonstrates that it has an EXCELLENT understanding of the requirements and excellent experience to complete the project				
		11-20 pts Offeror's Approach to work demonstrates that it has an average understanding of the requirements and experience to complete the project				
		0-10 pts Has no understanding/knowledge of requirements to complete the project.				
			23			
2	Examples of Work on Similar Projects (Maximum of 30 points)	21-30 pts. Offeror's Previous qualifications and Agency has specific experience with successfully providing services of the type as listed in the RFP.				
		11-20 pts. Offeror's Previous Qualification and Experience shows that they have other moderate experience with successfully providing services of the type as listed in the RFP.				
		0-10 pts. Offeror's Previous Qualification lack any significant Experience successfully providing services of this type as listed in the RFP.				
			28			

Evaluation Score Sheet						
	Name:					
Evaluation Score sheet			The Narrative Project			Comments
3	Quality of preliminary concept for process design and facilitation strategy and ability to perform according to time frames. (Maximum of 25 points)	16-25 pts. Demonstrated a plan demonstrating strategy and time management.				
		6-15 pts. Demonstrated minimal strategy and time frame management.				
		0 - 5 pts. Didn't demonstrate strategy and time frame management.				
			21			
4	Compensation structure preference given to the most cost efficient proposal. (Maximum of 10 Points)	6 - 10 pts. Firm provided cost efficient proposal.				
		0-5 pts Did not provide a cost efficient proposal.				
			8			
5	Respondent is a MBE/WBE or Section 3 qualified business enterprise or partners with a qualified entity (Maximum 10 points)	10 pts. Demonstrates MBE/WBE or Section 3 status				
		5 pts. Demonstrates a partnership, joint venture or subcontracting relationship with MBE/WBE or Section 3 entity				

Evaluation Score Sheet						
	Name:					
Evaluation Score sheet			The Narrative Project			Comments
		0 pts. No relevant certification noted				
			10			
		Total Scoring:				
			90			
		Total Average:				

Communications/Media Consultant

Required Information

	Cost per month	Months	Cost
Communications/media consultancy	4450	12	53400
Expenses	300	12	3600
Overhead and profit	1900	12	22800
Total			79800

Optional services

Specify:



Housing Authority of New Haven

Karen DuBois-Walton, Ph.D.
President

Via e-mail

March 1, 2023

Ms. Mercy Quaye
The Narrative Project
142 Temple Street, Suite 305
New Haven, CT 06510

Re: Communications Media Consultant

Dear Ms. Quaye:

Upon completion of the evaluation of your firm's proposal, the Housing Authority of the City of New Haven (HANH) has determined that the proposal submitted is under consideration. You are invited to a negotiation meeting on **Monday, March 6, 2023 at 9:00 a.m. EST** via conference call. The call-in number will be emailed to you prior to Monday, March 6, 2023 through email.

HANH looks forward to speaking with you on **Monday, March 6, 2023 at 9:00 a.m. EST**. Please confirm your attendance by emailing Linda Fuller at lfuller@elmcitycommunities.org or calling 203 498-8800 x1240.

Sincerely,

LaVonta Bryant

LaVonta Bryant
Director of Procurement

Elm City Communities/Housing Authority of the City of New Haven
360 Orange Street, P.O. Box 1912, New Haven, CT 06511
(203) 498-8800 · TTD (203) 497-8343 · www.elmcitycommunities.org



Elm City Communities/Housing Authority of New Haven Communications/Media Consultant

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1. Summary
2. About ECC/HANH
3. Project Overview
4. Scope of Work
5. Contract Terms
6. Staffing
7. Selection Criteria

Part I. Summary

The Elm City Communities/Housing Authority of the City of New Haven (ECC/HANH) invites experienced Communication/Media Consultants to submit a proposal in accordance with the specifications outlined by ECC/HANH.

Part II. About ECC/HANH

ECC/HANH has numerous interests that it seeks to promote or advance that require an experienced media consultant. Services are required to:

- To market the current services of ECC to existing residents and participants, attract new residents, promote, and advance initiatives, support advocacy campaigns, etc.
- Establish ECC as a leader in innovative community engagement practices for Housing Authorities in Connecticut
- Position ECC as a key player in conversations involving intersectional issues including education, health, workforce development, entrepreneurship, policing reform, and more.
- Facilitate broad community understanding of the impact housing and housing policies have on economic and societal outcomes

Part III. Overview

ECC/HANH is interested in partnering with a Communications/Media Consultant to better “Tell Our Story,” and communicate effectively in ways that advance our progressive and equitable housing policy approach. Our messaging seeks to:

- Prioritize revitalization of urban communities
- Create new affordable housing opportunities for families served by or on waitlist for urban affordable housing
- Promote our affordable housing and service
- Advance our advocacy campaigns
- Additionally, ECC/HANH advocates for intersectional issues that positively impact low income residents in the State. These issues may include issues of education, health, workforce development, entrepreneurship, policing reform and more. Communication/media services may be used for these areas as well.



Part IV. Scope of Work

The Consultant will provide communications services in accordance with the Scope of Work, as further defined by Executive Communications Liaison and President of ECC/HANH. Throughout the term of this contract, the Executive Communications Liaison and President of ECC/HANH shall determine administrative direction and policy for the Consultant. The Consultant carries out communications activities to insure clear and timely communication of services, programs, and events to residents/public via various media.

Services requested include:

Project Management

1. Develop, maintain and implement a weekly, monthly and annual calendar or plan of communications tasks representing the needs of ECC/HANH and programs
2. Continuously evaluate current status of each department's communication needs and propose communications improvements related thereto
3. Video/phone meetings as needed with Executive Communications Liaison, President, and others
4. Respond quickly to urgent matters
5. Provide a weekly activity log and periodic reports on tasks completed for ECC/HANH and hours expended
6. Develop new communications tools and activities
7. Design of media campaign that effectively tells our story through earn and paid media
8. Creation of media in various modalities including print and video pieces
9. Assist Executive Communications Liaison with planning and execution of press events

Communications Tasks

1. Maintain a custom media list for distribution of press releases and distribute press releases as needed. This includes local and regional media (print, radio, TV, Government TV Channel, online, blogs and social media)
2. Serve as designated media contact
3. Draft press releases for review and distribution as needed
4. Draft and post urgent communications via media (Facebook, Twitter, Instagram)
5. Draft and post planned communications via media (Facebook, Twitter, Instagram) These posts include: Program notices from various departments, meeting and event announcements, Board Meeting Notices, MTW Hearings, Agency Solicitations and ECC/HANH activities for our residents
6. Coordinate ECC/HANH communications efforts with external agencies
7. Coordinate media coverage of ECC/HANH affairs
8. Handle media inquiries and refer them to departments as appropriate. Also obtain Mayor, Alder, Executive Communications Liaison and Department Head quotes for news items as needed
9. Provide editorial and design support for reports, presentations, and publications including Annual Report
10. Maintain an email distribution list
11. Plan routine and special news items in consultation with Executive Communications Liaison and President
12. Photography as needed
13. Log Social Media Complaints/Inquiries



Content Development/Management

1. Create original social media posts across all platforms for events, holidays, solicitations, etc.
2. Develop promotional materials for ECC/HANH programs and services
3. Support of coalition building and advocacy campaigns
4. Create content for Monthly and Quarterly Publications
5. Distribute Monthly and Quarterly Publications
5. Graphic Design as needed
6. Create new brand/press kit for entire agency
7. Create flyers as necessary

Part V. Contract Terms

This contract is for two (2) years with an option to renew for an additional one-year contract at the discretion of the President of Elm City Communities and the contractor. ||

Elm City Communities reserves the right to award the contact to one or more contractors in the best interest of ECC/HANH.

Commented [KD1]: I'd consider longer term. Two year contract with three one-year options to renew.

Commented [KD2]: I don't know what this means

Part VI. Staffing

The contractor must provide ECC/HANH with the qualification of communication/media firm and have at a minimum five years of communications experience.

Part VII. Selection Criteria

Selection will be made upon price and determinations of the best interests of the authority.

Respondents should meet ECC/HANH's EEO priorities.

Bid Sheet

Required Information	Cost per month	# of Months	Total Annual Cost
Communications/media consultancy	\$ 8,000	12	\$ 96,000
Expenses	\$ 0	12	\$ 0
Overhead and profit	\$ 0	12	\$ 0
Total			\$ 96,000



Housing Authority of New Haven

Karen DuBois-Walton, Ph.D.
President

NOTICE OF AUTHORIZATION TO AWARD CONTRACT

February 17, 2021

Mr. Andrew R. Crumbie, Esq.
Crumbie Law Group, LLC
100 Pearl Street, 12th Floor
Hartford, CT 06103

SOLICITATION: AD-20-RFP-374

PROJECT NAME/LOCATION: Legal Services for Nonpayment Summary Process

Dear Attorney Crumbie:

You are hereby notified that the responses to the above referenced solicitation has been considered, and the Board of Commissioners has authorized award of the contract to you in the NOT TO EXCEED AMOUNT OF \$53,700.00.

You must comply with the following conditions within ten (10) days of the date of this Notice by returning:

1. Provide a copy of Specialized Trade, License and Certification if applicable;
2. Such other items as we reasonably determine necessary and appropriate in connection with the Solicitation and in the best interests of HANH;
3. All such items as set forth in the Solicitation;
4. Section 3, MBE and WBE Plan;
5. Certificate of Insurance adding HANH as an additional insured.

Limits of Liability with a thirty (30) day cancellation notice:

\$1,000,000 each occurrence – Bodily Injury and Property Damage Combined

\$1,000,000 each occurrence – Personal Injury and Advertising Injury

\$1,000,000 Products and Completed Operations Aggregate

\$2,000,000 General Aggregate

\$1,000,000 All Risk Legal Liability

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Housing Authority of New Haven

Karen DuBois-Walton, Ph.D.
President

Worker's Compensation and
Employer's Liability

Coverage A - Statutory Benefits Liability imposed by the Workers' Compensation and/or Occupational Disease statute of the State of Connecticut and any other governmental Authority having jurisdiction for the work performed at the Project.

Coverage B - Employers' Liability Limits of Liability:
\$1,000,000 bodily injury each accident
\$1,000,000 bodily injury by disease - each employee
\$1,000,000 bodily injury by disease - policy limit

Coverage C - Automobile Liability Comprehensive Form
Limits of Liability: \$1,000,000 Any Automobile (Owned,
Non-owned and Hired Vehicles)

Failure to comply with these conditions within the time frame specified will entitle HANH to consider you to have rejected the potential award.

Within ten (10) days after you comply with the above conditions, HANH will issue to you one copy of the e Contract Document executed by HANH. NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN AND/OR IN THE SOLICITATION, HANH RESERVES THE RIGHT TO WITHDRAW ALL SOLICITATIONS, INCLUDING THIS NOTICE, AT WHATEVER STAGE, IN THE BEST INTERESTS OF HANH. IN ALL INSTANCES HANH'S OBLIGATIONS HEREUNDER AND UNDER ANY AND ALL INSTRUMENTS ISSUED IN CONNECTION WITH THE SOLICITATION AND/OR THIS NOTICE ARE AND REMAIN SUBJECT TO AVAILABLE FUNDING AND HANH'S DETERMINATION THAT IT IS IN HANH'S BEST INTERESTS. YOU ARE NOT AUTHORIZED TO INCUR ANY COSTS PURSUANT TO THIS NOTICE AND HANH EXPRESSLY REJECTS ANY PURPORTED RESPONSIBILITY FOR ANY SUCH COSTS INCURRED BY YOU IN CONNECTION HERewith. NO SUCH COSTS MAY BE INCURRED UNTIL AFTER THE EXECUTION OF A CONTRACT WITH HANH AND HANH'S ISSUANCE OF A NOTICE TO PROCEED.

Authorized Signature

Karen DuBois-Walton, Ph.D.

Karen DuBois-Walton, Ph.D.
President

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MEMORANDUM

DATE: February 16, 2021

TO: Board of Commissioners

FROM: Karen DuBois-Walton, Ph.D., President

RE: **Resolution authorizing the contract award with Elm City Communities/Housing Authority of New Haven and Crumbie Law Group, LLC for legal services for non-payment summary process for a period of 1 year with (2) one year renewals for a contract amount of \$53,700.00**

ACTION: Recommend that the Board of Commissioners adopt Resolution 02-09/21-R

TIMING: Immediately

RATIONALE: Elm City Communities/ Housing Authority of the City of New Haven is seeking Board approval for a contract award to Crumbie Law Group, LLC for legal services for non-payment summary processes for one-year period commencing March 1, 2021 and February 28, 2022 with (2) One year options to renew in the amount of \$53,700.00

The Housing Authority of New haven solicited proposals for legal services for non payment summary process. The Agency received proposals from 5 law firms, Crumbie Law Group, The Landlord Law Firm, Cody and Gonillo LLP, Karen Lee Miller an Associates LLC and Law Offices of Martyn Philpot Jr. LLC. The HANH evaluation committee interviewed all the legal firms and determined Crumbie Law Group submitted the best proposal. HANH is satisfied with the services proposed and is requesting the Board approve the contract award for one year commencing March 1, 2021 and ending February 28, 2022 for a contract amount of \$53,700.00.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy approved by the Board of commissioners on October 16, 2018, all contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000 (whichever is higher) and which results in a total contract greater than \$150,000 must be approved by the Commission prior to execution. HANH staff is recommending that the Board of Commissioners extend the contract for nonpayment lease violation cases including HANH's review of Pre-termination / Notice to Quits, repayment agreements, negotiated stipulated judgments and Trials. Subpoena of witness, witness preparation, case development, including emails, correspondences and all other related activity with Crumbie Law Group, LLC beginning March 1, 2021 and ending February 28, 2022 bringing the total contract not to exceed amount from \$ 53,700.00.

FISCAL IMPACT: \$53,700.00 per year (\$161,000 for 3 years)

STAFF: Gary B Hogan, V.P. Operations

**ELM CITY COMMUNITIES
THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN**

RESOLUTION 02-09/21-R

Resolution authorizing the contract award with Elm City Communities/Housing Authority of New Haven and Crumbie Law Group, LLC for legal services for non-payment summary process for a period of 1 year with (2) one-year renewals for a contract amount of \$53,700.00

WHEREAS, Elm City Communities/The Housing Authority of the City of New Haven by way of Request for Proposals, solicited legal services for nonpayment lease summary process,

WHEREAS, The Housing Authority of the City of New Haven received 5 proposals from the following law firms Crumbie Law Group LLC, The Landlord Law Firm, Cody and Gonillo LLP, Karen Lee Miller an Associates LLC, and Law Offices of Martyn Philpot Jr. LLC. The HANH evaluation committee interviewed all five legal firms and determined Crumbie Law Group LLC submitted the best proposal; and

WHEREAS, ECC/HANH is requesting the Board approve a contract award for one year commencing on March 1, 2021 and ending February 28, 2022 with (2) one year options bringing the not to exceed amount of \$53,700.00; and

WHEREAS, in accordance with resolution 10-129/18-R for the Revised Procurement Policy approved by the Board of commissioners on October 16, 2018, all contracts greater than \$150,000.00 inclusive of all optional years and all Change Orders and amendments in excess of 10% or \$50,000 (whichever is higher) and which results in a total contract greater than \$150,000 must be approved by the Commission prior to execution; and

WHEREAS, HANH staff is recommending that the Board of Commissioners approve the contract award for nonpayment lease violation cases including ECC/HANH's review of Pre-termination / Notice to Quits, repayment agreements, negotiated stipulated judgments and Trials, Subpoena of witness, witness preparation, case development, including emails, correspondences and all other related activity with Crumbie Law Group, LLC; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN, THAT:

1. The contract will begin March 1, 2021 and ends on March 31, 2022 bringing the total contract not to exceed amount to \$53,700.00.
2. The President is authorized and reauthorized to the extent necessary to take all actions necessary and appropriate to carry out the purposes of this Resolution; and,
3. This Resolution shall take effect immediately.

I hereby certify that the above resolution was adopted by a majority of the Commissioners present at a meeting duly called at which a quorum was present, on February 16, 2021.

Karen DuBois-Walton, Ph. D.
Secretary/President

Date

REVIEWED:
McCarter and English

By: _____
Rolan Joni Young, Esq.
A Senior Partner