



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, SEPTEMBER 17TH, 2024 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 July 16th, 2024, August 20th, 2024 and September 11th, 2024
3. Bills and Communications
4. Public Comments (3 Minutes per Individual /15 Minutes per Group)
5. President's Report

ACTION ITEMS

FINANCE COMMITTEE:

1. **Resolution 09-51/24-R;** Resolution Authorizing The Fy2025 (October 1, 2024 – September 30, 2025) Elm City Communities Agency-Wide Budget
2. **Resolution 09-52/24-R;** Approval Of A Contract For Audit And Tax Services With Marcum, LLP For A Period Of Five Years Beginning October 16, 2024, And Ending October 15, 2029, In An Amount Not To Exceed \$2,839,700
3. **Resolution 09-53/24-R;** Resolution Authorizing The Contract With The Housing Authority Insurance Group For The Authority's General Liability, Public Officials, And Auto Insurances In The Amount Not To Exceed Of \$527,070 For The Period Commencing October 6, 2024 And Ending October 6, 2025
4. **Resolution 09-54/24-R;** Resolution Authorizing The Contract With The Housing Authority Insurance Group For The Authority's Commercial Property Insurance In The Amount Not To Exceed Of \$227,343 For The Period Commencing October 6, 2024 And Ending October 6, 2025

P&D COMMITTEE:

5. **Resolution 09-55/24-R;** Resolution To Appoint Arthur Thomas To The Board Of Directors Of The Glendower Group, Inc., An Instrumentality Of The Housing Authority Of The City Of New Haven
6. **Resolution 09-56/24-R;** Resolution To Appoint John Rafferty To The Board Of Directors Of The Glendower Group, Inc., An Instrumentality Of The Housing Authority Of The City Of New Haven
7. **Resolution 09-57/24-R;** Resolution To Appoint Shenae Draughn To The Board Of Directors Of The Glendower Group, Inc., An Instrumentality Of The Housing Authority Of The City Of New Haven

SERVICES COMMITTEE:

8. **Resolution 09-58/24-R;** Resolution Authorizing The Revision Of The ECC/HANH Housing Choice Voucher Administrative Plan (Admin Plan)
9. **Resolution 09-59/24-R;** Resolution Authorizing Resolution Authorizing An Agreement With The City Of New Haven For Sharing Of Employees Of The Livable City Initiative (LCI) To Conduct HCV/Section 8 Housing Quality Standard (HQS) Inspections For The Period Commencing October 1, 2024, And Ending September 30, 2028 For An Amount Not To Exceed \$374,457.00, In Year 1 And \$374,457.00 Plus Adjustment For Increase In City Employee Costs In Years 2-4 With An Option To Extend For One (1) Additional Year
10. **Resolution 09-60/24-R;** Resolution Authorizing Change Order # 1 To The Contract With The Kelly Group For Additional Project Management Support Services For An Additional Amount Of \$200,000.00
11. **Resolution 09-61/24-R;** Resolution Authorizing Contract Award To Chesson & Sckweichert, LLC For Non-Payment And Nuisance Legal Services Agency Wide For A Total Contract Not To Exceed Amount Of \$439,200.00 For The Period Beginning October 1, 2024, And Ending September 30, 2027, With No Options To Renew
12. **Resolution 09-62/24-R;** Resolution Authorizing Change Order Number Five (5) to the contract with Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services for One (1) additional year in the amount of \$66,419.00 beginning on September 22, 2024, and ending on September 21, 2025, bringing the total not to exceed contract amount from \$149,628.50 to \$216,047.50 with no options to renew
13. **Resolution 09-63/24-R;** Resolution Authorizing Contract Change Order Number Four (4) to the contract with Yale Termite & Pest Control Elimination Corporation to provide pest control services for an additional amount of \$45,000.00 bringing the total not exceed contract amount from \$205,500.00 to \$250,500.00

EXECUTIVE COMMITTEE

14. **Resolution 09-64/24-R** Resolution Authorizing Employment Agreement With Karen Dubois-Walton President/Executive Director, For The Period August 1, 2024 To November 1, 2024

MINUTES
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN
360 ORANGE STREET NEW HAVEN CT 06511
TUESDAY, SEPTEMBER 17TH, 2024 at 4:00 P.M.

Those present included:

Danya Keene, Vice Chairman
Alberta Witherspoon, Commissioner
Elmer Rivera, Commissioner
Kevin Alvarez, Commissioner
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, Shenae Draughn was present in person in the boardroom along with, Commissioner Keene and Commissioner Witherspoon.

Approval of the Minutes from the Tuesday, August 20th, 2024 Meeting:

The approval of the minutes did not occur at this meeting and will take place at the 9/17/24 board meeting.

Aged Accounts Payable Report totaling \$ 20,615.29 (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 August 20, 2024, Board of Commissioners meeting.

Bank Book Check Register totaling \$3,766,909.47 (listed on page 19). This list consists of invoices that have been paid from July 1 – July 31, 2024. Advance Security Integration LLC dba Security 101 (\$ 274,787) for security camera upgrades various sites; Fuss & O'Neill, Inc. (\$ 72,154) for IQC environmental Scattered Sites East & West; BRD Builders, LLC (\$ 93,125) for Essex dwelling improvements; Northeast Generator (\$ 25,131) for Robert T Wolfe 4 month rental; VASE Management LLC (\$ 110,944) for Scattered Site West Lead; Can I Live, Inc (\$7,875) resident owned meeting; Mechanical Heating and Air Conditioning, Inc (\$ 85,764) for HVAC services agency-wide; Reitman Personnel Services, Inc. (\$ 71,027) for agency-wide temporary Services; Anthem Blue Cross/Blue Shield (\$ 247,551) For Medical Benefits and one month of Dental & Vision; Home Depot (\$22,369) for agency-wide materials; United Illuminating (\$ 134,177) for various sites electrical; Regional Water Authority (\$110,396) For agency-wide services.

The total of both registers is **\$3,787,524.76**

Public Comments:

- None

August 20th, 2024 President Report Located Here:

- [President's Report.docx](#)

August 20th, 2024 Resolutions Located Here:

- [RESOLUTION Write Off TAR - RY - 8_26_24.docx](#)
- [1 RESOLUTION AUTHORIZE PURCHASE OF 133 HENRY STREET-RY.docx](#)
- [2 VILLAGE SUITES RESOLUTION CHANGE ORDER #1 - RY.doc](#)
- [3 VASE MANAGEMENT RESOLUTION CHANGE ORDER #8 - RY.doc](#)
 - o Abstained by E. Rivera
- [4 Draft Consolidated Electric Contract CO #1 - RY.doc](#)
- [5 Essex Exterior Envelope RESOLUTION CHANGE ORDER #30 - RY.doc](#)
- [CUHO-New Construction HAP Renewal resolution - RY.docx](#)
- [Ace Moving Storage CONTRACT 2024-2025 RESOLUTION - RY LP.docx](#)
- [ResolutionKeyandLockServices2024-2025 - RYLP.doc](#)

ADJOURNMENT

Motion to adjourn made by Keene seconded by Witherspoon at 4:44pm

MINUTES
REGULAR MEETING OF THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN
360 ORANGE STREET NEW HAVEN CT 06511
TUESDAY, AUGUST 20TH 2024 at 4:00 P.M.

Those present included:

William Kilpatrick, Chairman
Danya Keene, Vice Chairman
Kevin Alvarez, Commissioner
Elmer Rivera, Commissioner
Alberta Witherspoon, Commissioner
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 4:04 p.m.

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

Approval of the Minutes from the Tuesday, July 16th 2024 Meeting:

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

Aged Accounts Payable Report totaling \$ **74,507.59** (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 July 16, 2024, Board of Commissioners meeting.

Bank Book Check Register totaling \$ totaling \$ **3,275,276.95** (listed on page 12). This list consists of invoices that have been paid from June 1 – June 30, 2024. Payne Environmental (\$ 65,640) for Clock Tower, McConaughy and Church St Environmental; Patriquin Architects, P.C. (\$ 42,400) for EVT renovations; A. Prete Construction Company, Inc (\$ 219,450) for Crawford Health & Safety #18; Marcum LLP (\$ 10,925) for audit services agency-wide; Can I Live, Inc (\$10,125) resident owned meeting; Mechanical Heating and Air Conditioning, Inc (\$ 109,775) for HVAC services agency-wide; Reitman Personnel Services, Inc. (\$ 79,170) for agencywide temporary Services; Anthem Blue Cross/Blue Shield (\$ 252,292) For Medical Benefits and one month of Dental & Vision; City of New Haven (\$ 31,697) for LCI, one month of Bulk trash and Fuel; Columbus House, Inc (\$ 5,000) for tenant service contract; IMMIX TECHNOLOGY INC (\$ 18,950) for HCV contract; Home Depot (\$62,283) for agency-wide materials; United Illuminating (\$ 242,540) for various sites electrical; Regional Water Authority (\$123,101) For agency-wide services.

The total of both registers is \$ **3,349,784.54**

Public Comments:

- *Anais Gibson – Resident Owned Business Inquiries*
- *Tyreis Gibson – Resident Owned Business Inquiries*

July 16th, 2024 President Report Located Here:

- [President's Report – July 2024](#)

July 16th, 2024 Resolutions Located Here:

- [Resolution ratifying the Expanded Scope of Services of the Memorandum of Understanding with Yale School of Management Motion made by Commissioner Witherspoon, seconded by Commissioner Keene](#)
 - *Motion made by Commissioner Witherspoon, seconded by Commissioner Keene*
- [Resolution Authorizing the Issuance of Not Exceeding \\$25,000,000 Multifamily Housing Revenue Bonds](#)
 - *Motion made by Commissioner Witherspoon, seconded by Commissioner Keene*
- [Resolution Authorizing the Approval of MTW Annual Plan for FY 2025](#)
 - *Motion made by Commissioner Keene, seconded by Commissioner Witherspoon*
- [Resolution Authorizing Change Order # 3 to the Contract with McCarter & English, LLP](#)
 - *Motion made by Commissioner Keene, seconded by Commissioner Witherspoon*
- [Resolution Authorizing Change Order Number Six \(6\) to the contract with F.W. Webb Company](#)
 - *Motion made by Commissioner Witherspoon, seconded by Commissioner Keene*
- [Authorization To Enter Into An Memorandum Of Understanding With Connecticut Integrated Care For Kids](#)
 - *Motion made by Commissioner Keene, seconded by Commissioner Witherspoon*

Motion to Adjourn made by Commissioner Witherspoon, seconded by Commissioner Keene

ADJOURNMENT AT 4:45PM

MINUTES
SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF NEW HAVEN
937 STREET NEW HAVEN CT 06511
WEDNESDAY, SEPTEMBER 11TH, 2024 at 5:00 P.M.

Those present included:

William E. Kilpatrick, Chair
Danya Keene, Vice Chair
Alberta Witherspoon, Commissioner
Elmer Rivera, Commissioner
Kevin Alvarez, Commissioner

The Special Meeting of the Board of Commissioners of the Housing Authority of New Haven was called to order at 5:28 p.m.

Motion to go into Executive Session was made by Commissioner Alvarez and seconded by Vice Chair Keene. Members voted unanimously.

No actions were taken in Executive session. Members exited Executive Session at 6:18 pm.

ADJOURNMENT

Motion to adjourn made by Commissioner Witherspoon and seconded by Rivera Bello.

Meeting adjourned at 6:18 pm.

MEMORANDUM

TO: All Board of Commissioners

FROM: John Rafferty, CFO

RE: Bills and Communications

DATE: September 17, 2024

Attached please find the following Two (2) lists:

Aged Accounts Payable Report totaling **\$ 72,723.98** (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 September 17, 2024, Board of Commissioners meeting.

Bank Book Check Register totaling **\$ 3,813,639.78** (listed on page 14). This list consists of invoices that have been paid from August 1 – August 31, 2024. Patterson & Associate Consulting, LLC (\$ 257,678) for Software for Agency; Patriquin Architects, P.C. (\$ 189,489) for RAD renovations; TORTI GALLAS AND PARTNERS, INC (\$ 73,117) for Union Square Consulting; Fuss & O'Neill, Inc. (\$ 18,981) for IQC environmental Scattered Sites East & West; BRD Builders, LLC (\$ 229,348) for Essex dwelling improvements; Mechanical Heating and Air Conditioning, Inc (\$ 123,512) for HVAC services agency-wide; Reitman Personnel Services, Inc. (\$ 69,140) for agency-wide temporary Services; Anthem Blue Cross/Blue Shield (\$ 246,137) For Medical Benefits and one month of Dental & Vision; Home Depot (\$100,635) for agency-wide materials; United Illuminating (\$ 215,858) for various sites electrical; Regional Water Authority (\$102,118) For agency-wide services.

The total of both registers is **\$ 3,886,363.76**
Attachments

Accounts Payable Report

Vendor Name	Invoice #	Inv. Date	Due Date	GL Post Date	Total
Online Information Services, Inc	<u>1278477</u>	08/31/2024	09/30/2024	08/31/2024	\$ 677.89
Black Rock Truck Group, Inc	<u>R100084749:01</u>	07/25/2024	08/24/2024	08/31/2024	\$ 874.33
Black Rock Truck Group, Inc	<u>R100084961:01-</u>	08/28/2024	09/27/2024	08/31/2024	\$ 1,964.76
City of New Haven	<u>Aug 2024 bulk trash</u>	08/31/2024	09/30/2024	08/31/2024	\$ 572.08
Hearst Media Services Connecticut, LLC	<u>2863880-08142024</u>	08/31/2024	09/30/2024	08/31/2024	\$ 146.82
Black Rock Truck Group, Inc	<u>R100084749:01</u>	07/25/2024	08/24/2024	08/31/2024	\$ 631.03
Black Rock Truck Group, Inc	<u>R100084961:01-</u>	08/28/2024	09/27/2024	08/31/2024	\$ 1,418.03
City of New Haven	<u>Aug 2024 bulk trash</u>	08/31/2024	09/30/2024	08/31/2024	\$ 412.89
Consolidated Electric INC	<u>10065</u>	08/01/2024	08/31/2024	09/10/2024	\$ 1,289.10
Hearst Media Services Connecticut, LLC	<u>2863880-08142024</u>	08/31/2024	09/30/2024	08/31/2024	\$ 105.96
Black Rock Truck Group, Inc	<u>R100084749:01</u>	07/25/2024	08/24/2024	08/31/2024	\$ 538.62
Black Rock Truck Group, Inc	<u>R100084961:01-</u>	08/28/2024	09/27/2024	08/31/2024	\$ 1,210.37
City of New Haven	<u>Aug 2024 bulk trash</u>	08/31/2024	09/30/2024	08/31/2024	\$ 352.43
Consolidated Electric INC	<u>9924</u>	05/31/2024	06/30/2024	08/31/2024	\$ 1,850.00
Hearst Media Services Connecticut, LLC	<u>2863880-08142024</u>	08/31/2024	09/30/2024	08/31/2024	\$ 90.44
Stanley Access Technologies LLC	<u>906544595</u>	06/01/2022	07/01/2022	08/31/2024	\$ 466.61
Corporate Mailing Services LLC	<u>821504</u>	08/19/2024	09/18/2024	08/31/2024	\$ 131.57
Kronos Incorporated	<u>12281858</u>	07/01/2024	07/31/2024	08/31/2024	\$ -
Kronos Incorporated	<u>12281859</u>	07/01/2024	07/31/2024	08/31/2024	\$ -
Laz Parking	<u>INV04163077</u>	08/01/2024	08/31/2024	08/31/2024	\$ -
Hearst Media Services Connecticut, LLC	<u>2861987-08042024</u>	08/31/2024	09/30/2024	08/31/2024	\$ 317.62
Hearst Media Services Connecticut, LLC	<u>2866203-08282024</u>	08/31/2024	09/30/2024	08/31/2024	\$ 251.08
Online Information Services, Inc	<u>1277480</u>	08/31/2024	09/30/2024	08/31/2024	\$ 825.47
The Arts Council of Greater New Haven	<u>ART44-011</u>	08/23/2024	09/22/2024	08/31/2024	\$ 2,500.00
Black Rock Truck Group, Inc	<u>R100083745:01</u>	05/15/2024	06/14/2024		\$ 408.00
New Haven Village Suites	<u>690</u>	04/26/2024	09/10/2024		\$ 627.00
New Haven Village Suites	<u>692</u>	05/11/2024	09/10/2024		\$ 278.00
New Haven Village Suites	<u>925</u>	06/11/2024	09/10/2024		\$ 2,235.00
New Haven Village Suites	<u>862</u>	06/25/2024	09/10/2024		\$ 149.00
New Haven Village Suites	<u>921</u>	07/25/2024	09/10/2024		\$ 556.00
New Haven Village Suites	<u>931</u>	07/25/2024	09/10/2024		\$ 2,508.00
New Haven Village Suites	<u>928</u>	07/26/2024	09/10/2024		\$ 1,668.00
New Haven Village Suites	<u>936</u>	08/02/2024	09/10/2024		\$ 695.00
New Haven Village Suites	<u>926</u>	08/12/2024	09/10/2024		\$ 149.00
New Haven Village Suites	<u>942</u>	08/21/2024	09/10/2024		\$ 695.00
New Haven Village Suites	<u>946</u>	08/21/2024	09/10/2024		\$ 745.00
New Haven Village Suites	<u>943</u>	08/22/2024	09/10/2024		\$ 836.00
CT's Delicious Dishes LLC	<u>90 Park 9/5/24</u>	08/08/2024	09/07/2024		\$ 1,296.00
Mechanical Heating and Air Conditioning, Inc	<u>SCCM718035C5-1342</u>	08/22/2024	09/21/2024		\$ 29,538.20
Postmaster	<u>POSTAGE FUNDING BRM</u>	06/03/2023	07/03/2023		\$ 2,203.41
Postmaster	<u>POSTAGE FUNDING #787</u>	06/03/2023	07/03/2023		\$ 1,411.02
The Computer Company Inc	<u>66524</u>	08/29/2024	09/28/2024		\$ 10,099.25
Total Payments Issued					\$72,723.98



Type	Check No.	DD No.	Date	Amount	Status	Void Date	Recorded Payee
Check	191954	0	08/01/2024	\$ (19.00)	Posted		Sor Perez
Check	191906	0	08/01/2024	\$ (16.00)	Posted		Evelyn Santiago
DD	191894	32245	08/01/2024	\$ (123.00)	Posted		Ana Falero
DD	191948	32249	08/01/2024	\$ (22.00)	Posted		Rosaura Luciano
DD	191914	32247	08/01/2024	\$ (195.00)	Posted		Isabel Fuentes
Check	191933	0	08/01/2024	\$ (16.00)	Posted		Mayra Quiles
Check	191949	0	08/01/2024	\$ (146.00)	Posted		Sarah M Kendrick
Check	191903	0	08/01/2024	\$ (126.00)	Posted		Djiba Kane
Check	191957	0	08/01/2024	\$ (245.00)	Posted		Tamika Bratton
Check	191938	0	08/01/2024	\$ (102.00)	Posted		Natalie Rodriguez
Check	191945	0	08/01/2024	\$ (193.00)	Posted		Rayquan T Durham
Check	191916	0	08/01/2024	\$ (176.00)	Posted		Jada Nyla Burnett
Check	191959	0	08/01/2024	\$ (234.00)	Posted		Tanya Franklin
Check	191915	0	08/01/2024	\$ (120.00)	Posted		Jacqueline Banks
Check	191953	0	08/01/2024	\$ (163.00)	Posted		Shirley A Massey
Check	191912	0	08/01/2024	\$ (99.00)	Posted		Inlira Allen
Check	191932	0	08/01/2024	\$ (219.00)	Posted		Maryann Jones
Check	191929	0	08/01/2024	\$ (20.00)	Posted		Marsha A Thomas
Check	191956	0	08/01/2024	\$ (126.00)	Posted		Talisha Inell Young
Check	191930	0	08/01/2024	\$ (137.00)	Posted		Martha Moore
Check	191962	0	08/01/2024	\$ (67.00)	Posted		Terese Edwina Stevenson
Check	191927	0	08/01/2024	\$ (165.00)	Posted		Maria R Langston
DD	191913	32246	08/01/2024	\$ (162.00)	Posted		Iris Nereida Santana
Check	191971	0	08/01/2024	\$ (112.00)	Posted		Vanessa Myers
Check	191968	0	08/01/2024	\$ (59.00)	Posted		Tyquanna Whitaker
Check	191924	0	08/01/2024	\$ (195.00)	Posted		Latoya D Garrett
DD	191961	32250	08/01/2024	\$ (162.00)	Posted		Teneshia Monique Harrington
Check	191898	0	08/01/2024	\$ (195.00)	Posted		Cassandra Moore
Check	191973	0	08/01/2024	\$ (98.00)	Posted		Yvonne A Barros
Check	191904	0	08/01/2024	\$ (241.00)	Posted		Dozier Dickey
Check	191941	0	08/01/2024	\$ (48.00)	Posted		Patty Burruss
Check	191955	0	08/01/2024	\$ (154.00)	Posted		Stephanie Sumler
Check	191901	0	08/01/2024	\$ (26.00)	Posted		Connie J Tyson
DD	191931	32248	08/01/2024	\$ (138.00)	Posted		Mary A Lopez
Check	191964	0	08/01/2024	\$ (231.00)	Posted		Tiffaine Brodie
Check	191925	0	08/01/2024	\$ (928.00)	Posted		Lillie Louise Cunningham
Check	191907	0	08/01/2024	\$ (195.00)	Posted		Faith H Thompson
Check	191960	0	08/01/2024	\$ (25.00)	Posted		Tanya A. Solomon
Check	191969	0	08/01/2024	\$ (74.00)	Posted		Tyrell J Pearson
Check	191947	0	08/01/2024	\$ (18.00)	Posted		Robyn Louise Green
Check	191946	0	08/01/2024	\$ (126.00)	Posted		Rehossem Djirangaye
Check	191950	0	08/01/2024	\$ (156.00)	Posted		Shalanda Rena Wiggins
Check	191972	0	08/01/2024	\$ (109.00)	Posted		Victoria C Allen
Check	191896	0	08/01/2024	\$ (137.00)	Posted		Brenda Sparks
Check	191965	0	08/01/2024	\$ (128.00)	Posted		Trenna Soares
Check	191940	0	08/01/2024	\$ (43.00)	Posted		Nicole D Suggs
Check	191942	0	08/01/2024	\$ (16.00)	Posted		Paula A Barnes
Check	191902	0	08/01/2024	\$ (137.00)	Posted		Corelle Wallace
DD	191963	32251	08/01/2024	\$ (76.00)	Posted		Thelma Goodwin
Check	191910	0	08/01/2024	\$ (129.00)	Posted		Helen Suggs
Check	191909	0	08/01/2024	\$ (195.00)	Posted		Gianakos Jenkins
Check	191967	0	08/01/2024	\$ (436.00)	Posted		Tyjon Watley
Check	191919	0	08/01/2024	\$ (269.00)	Posted		Joshua C Martinez
Check	191900	0	08/01/2024	\$ (137.00)	Posted		Chevonne Boone
Check	191899	0	08/01/2024	\$ (80.00)	Posted		Catalina Soto
Check	191905	0	08/01/2024	\$ (137.00)	Posted		Duniya B Smith
Check	191937	0	08/01/2024	\$ (156.00)	Posted		Nancy Marilyn Estrada
Check	191944	0	08/01/2024	\$ (87.00)	Posted		Preziosa Flores
Check	191966	0	08/01/2024	\$ (128.00)	Posted		Trevon Highsmith
Check	191911	0	08/01/2024	\$ (20.00)	Posted		Hytean Iona Nolan Sterling

Check	191922	0	08/01/2024	\$	(47.00)	Posted	Kiara Carmichael
Check	191895	0	08/01/2024	\$	(17.00)	Posted	Beatriz Toro
Check	191917	0	08/01/2024	\$	(128.00)	Posted	Jannie Ellison
DD	191893	32244	08/01/2024	\$	(52.00)	Posted	Afrika Lynette Canady
Check	191908	0	08/01/2024	\$	(274.00)	Posted	Francoise M Rodriguez-Hernandez
Check	191951	0	08/01/2024	\$	(52.00)	Posted	Shaquonda Rashaya Hunte
Check	191939	0	08/01/2024	\$	(162.00)	Posted	Natasha Laureano
Check	191952	0	08/01/2024	\$	(129.00)	Posted	Sharlene Bishop
Check	191892	0	08/01/2024	\$	(78.00)	Posted	Adrienne Simpson
Check	191923	0	08/01/2024	\$	(171.00)	Posted	Lakeisha Massey
Check	191920	0	08/01/2024	\$	(132.00)	Posted	Joslyn Lockwood
Check	191943	0	08/01/2024	\$	(159.00)	Posted	Perry Flowers
Check	191897	0	08/01/2024	\$	(195.00)	Posted	Carle Washington
Check	191970	0	08/01/2024	\$	(59.00)	Posted	Tyshonna Hobby
Check	191935	0	08/01/2024	\$	(59.00)	Posted	Mi-kerria Shaw
Check	191918	0	08/01/2024	\$	(52.00)	Posted	Jhamal Gallimore
Check	191921	0	08/01/2024	\$	(20.00)	Posted	Keldra C Harrison
Check	191934	0	08/01/2024	\$	(156.00)	Posted	Mecca Malia Anderson
Check	191926	0	08/01/2024	\$	(43.00)	Posted	Lindsay Derubis
Check	191958	0	08/01/2024	\$	(19.00)	Posted	Tania Montanez
Check	191928	0	08/01/2024	\$	(78.00)	Posted	Maria Rodriguez Quiles
Check	191936	0	08/01/2024	\$	(41.00)	Posted	Modi Saher
DD	0	32271	08/01/2024	\$	(562.35)	Posted	Holly A Bryk
Check	192045	0	08/01/2024	\$	(426.09)	Posted	Engie North America Inc
Check	192044	0	08/01/2024	\$	(139.07)	Posted	Engie North America Inc
Check	192043	0	08/01/2024	\$	(29.05)	Posted	Engie North America Inc
Check	192042	0	08/01/2024	\$	(1.19)	Posted	Engie North America Inc
Check	192041	0	08/01/2024	\$	(11.80)	Posted	Engie North America Inc
Check	192040	0	08/01/2024	\$	(144.14)	Posted	Engie North America Inc
Check	192039	0	08/01/2024	\$	(4.64)	Posted	Engie North America Inc
Check	192038	0	08/01/2024	\$	(14,862.35)	Posted	Engie North America Inc
Check	192037	0	08/01/2024	\$	(2,744.70)	Posted	Engie North America Inc
Check	192036	0	08/01/2024	\$	(9,598.78)	Posted	Engie North America Inc
Check	192035	0	08/01/2024	\$	(6,979.19)	Posted	Engie North America Inc
Check	192034	0	08/01/2024	\$	(2.16)	Posted	Engie North America Inc
Check	192033	0	08/01/2024	\$	(72.56)	Posted	Engie North America Inc
Check	192032	0	08/01/2024	\$	(12,911.38)	Posted	Engie North America Inc
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Check	192060	0	08/01/2024	\$	(8,486.35)	Posted	United Illuminating
Check	192061	0	08/01/2024	\$	(55.29)	Posted	United Illuminating
Check	192062	0	08/01/2024	\$	(554.49)	Posted	United Illuminating
Check	192063	0	08/01/2024	\$	(26.65)	Posted	United Illuminating
Check	192064	0	08/01/2024	\$	(1,728.20)	Posted	United Illuminating
Check	192051	0	08/01/2024	\$	(632.43)	Posted	Southern Connecticut Gas
Check	192052	0	08/01/2024	\$	(964.90)	Posted	Southern Connecticut Gas
Check	192053	0	08/01/2024	\$	(197.71)	Posted	Southern Connecticut Gas
Check	192054	0	08/01/2024	\$	(98.63)	Posted	Southern Connecticut Gas
Check	192055	0	08/01/2024	\$	(103.65)	Posted	Southern Connecticut Gas
Check	192056	0	08/01/2024	\$	(382.12)	Posted	Southern Connecticut Gas
Check	192057	0	08/01/2024	\$	(271.45)	Posted	Southern Connecticut Gas
Check	192058	0	08/01/2024	\$	(17.16)	Posted	Southern Connecticut Gas
Check	192047	0	08/01/2024	\$	(285.29)	Posted	Regional Water Authority
Check	192048	0	08/01/2024	\$	(93.06)	Posted	Regional Water Authority
Check	192049	0	08/01/2024	\$	(1,136.61)	Posted	Regional Water Authority
Check	192050	0	08/01/2024	\$	(854.54)	Posted	Regional Water Authority
Check	192046	0	08/01/2024	\$	(3,341.91)	Posted	Home Depot
Check	192065	0	08/01/2024	\$	(263.14)	Posted	W.B. Mason Company Inc
Check	192066	0	08/01/2024	\$	(194.15)	Posted	Frontier Communications of Company
Check	192067	0	08/01/2024	\$	(22.00)	Posted	Robin Miller-Godwin
DD	0	32276	08/01/2024	\$	(730.44)	Posted	Schataria McKiver
DD	0	32273	08/01/2024	\$	(730.44)	Posted	Jasmine Yvonne Johnson
DD	0	32272	08/01/2024	\$	(730.44)	Posted	Ashley Shemone Keen
DD	0	32275	08/01/2024	\$	(551.13)	Posted	Sarah Esther Garcia
DD	0	32274	08/01/2024	\$	(730.44)	Posted	Jerry L. Blue
Check	192069	0	08/01/2024	\$	(2,537.92)	Posted	Ricoh USA Inc
Check	192068	0	08/01/2024	\$	(26.11)	Posted	De Lage Landen Financial Services, Inc
DD	0	32277	08/01/2024	\$	(11,878.30)	Posted	Sparks Security LLC
Check	192092	0	08/02/2024	\$	(118.60)	Posted	Frontier Communications of Company
Check	192091	0	08/02/2024	\$	(77.73)	Posted	Frontier Communications of Company
Check	192090	0	08/02/2024	\$	(331.90)	Posted	Frontier Communications of Company

Check	192089	0	08/02/2024	\$	(118.60)	Posted		Frontier Communications of Company
Check	192088	0	08/02/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192087	0	08/02/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192086	0	08/02/2024	\$	(77.73)	Posted		Frontier Communications of Company
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Check	192083	0	08/02/2024	\$	(118.60)	Posted		Frontier Communications of Company
Check	192082	0	08/02/2024	\$	(200.26)	Posted		Frontier Communications of Company
Check	192081	0	08/02/2024	\$	(200.26)	Posted		Frontier Communications of Company
Check	192080	0	08/02/2024	\$	(118.60)	Posted		Frontier Communications of Company
Check	192079	0	08/02/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192078	0	08/02/2024	\$	(159.47)	Posted		Frontier Communications of Company
DD	0	32279	08/02/2024	\$	(3,956.35)	Posted		Cohen Key Shop
Check	192096	0	08/02/2024	\$	(444.70)	Posted		Northeast Electrical Distributors & Eagle Electric
Check	192076	0	08/02/2024	\$	(198.35)	Posted		Comcast Cable
Check	192075	0	08/02/2024	\$	(298.35)	Posted		Comcast Cable
Check	192074	0	08/02/2024	\$	(198.35)	Posted		Comcast Cable
Check	192073	0	08/02/2024	\$	(198.35)	Posted		Comcast Cable
Check	192072	0	08/02/2024	\$	(198.35)	Posted		Comcast Cable
Check	192071	0	08/02/2024	\$	(164.85)	Posted		Comcast Cable
Check	192094	0	08/02/2024	\$	(292.36)	Posted		Home Depot
Check	192097	0	08/02/2024	\$	-	Posted	08/15/2024	Stanley Convergent Security Solutions, Inc.
Check	192093	0	08/02/2024	\$	(17,002.83)	Posted		HD Supply Facilities Maintenance, Ltd
DD	0	32280	08/02/2024	\$	(1,632.60)	Posted		Otis Elevator Company
DD	0	32278	08/02/2024	\$	(5,130.00)	Posted		212 Exchange Street LLC
Check	192077	0	08/02/2024	\$	(2,706.88)	Posted		F.W. Webb Company
Check	192070	0	08/02/2024	\$	-	Posted	08/16/2024	Advance Security Integration LLC dba Security 101
Check	192095	0	08/02/2024	\$	(1,446.91)	Posted		Johnson Controls US Holdings LLC
Check	192099	0	08/02/2024	\$	(954.49)	Posted		W.B. Mason Company Inc
Check	192100	0	08/02/2024	\$	(342.00)	Posted		Yale New Haven Hospital
Check	192098	0	08/02/2024	\$	(41,773.14)	Posted		Home Depot
DD	0	32282	08/02/2024	\$	(248.00)	Posted		Eagle Leasing Company
DD	0	32281	08/02/2024	\$	(315.50)	Posted		360 Management Group. Co.
Check	192118	0	08/02/2024	\$	(518.12)	Posted		Southern Connecticut Gas
Check	192117	0	08/02/2024	\$	(22.86)	Posted		Southern Connecticut Gas
Check	192116	0	08/02/2024	\$	(106.23)	Posted		Southern Connecticut Gas
Check	192115	0	08/02/2024	\$	(354.47)	Posted		Southern Connecticut Gas
Check	192114	0	08/02/2024	\$	(1,579.91)	Posted		Southern Connecticut Gas
Check	192113	0	08/02/2024	\$	(535.66)	Posted		Southern Connecticut Gas
Check	192112	0	08/02/2024	\$	(566.55)	Posted		Southern Connecticut Gas
Check	192111	0	08/02/2024	\$	(185.88)	Posted		Southern Connecticut Gas
Check	192110	0	08/02/2024	\$	(651.05)	Posted		Southern Connecticut Gas
Check	192109	0	08/02/2024	\$	(716.24)	Posted		Southern Connecticut Gas
Check	192108	0	08/02/2024	\$	(594.96)	Posted		Southern Connecticut Gas
Check	192107	0	08/02/2024	\$	(772.52)	Posted		Southern Connecticut Gas
Check	192106	0	08/02/2024	\$	(561.46)	Posted		Southern Connecticut Gas
Check	192105	0	08/02/2024	\$	(1,407.30)	Posted		Southern Connecticut Gas
Check	192104	0	08/02/2024	\$	(1,044.53)	Posted		Southern Connecticut Gas
Check	192103	0	08/02/2024	\$	(941.02)	Posted		Southern Connecticut Gas
Check	192102	0	08/02/2024	\$	(75.34)	Posted		Southern Connecticut Gas
Check	192101	0	08/02/2024	\$	(857.87)	Posted		Southern Connecticut Gas
Check	192120	0	08/02/2024	\$	-	Posted	08/16/2024	Tise Design Associates, Inc
Check	192119	0	08/02/2024	\$	(12,784.00)	Posted		Kloter Farms Inc
Check	192121	0	08/02/2024	\$	(2,242.50)	Posted		Westville Management Company
Check	192125	0	08/05/2024	\$	(3,000.00)	Posted		Postmaster
Check	192127	0	08/05/2024	\$	(43.04)	Posted		Southern Connecticut Gas
Check	192126	0	08/05/2024	\$	(22.11)	Posted		Southern Connecticut Gas
DD	0	32285	08/05/2024	\$	(51.70)	Posted		Infoshred, LLC
DD	0	32287	08/05/2024	\$	(6,720.00)	Posted		Solar Youth Inc.
Check	192124	0	08/05/2024	\$	(578.45)	Posted		Nica's Market LLC
Check	192122	0	08/05/2024	\$	(131.28)	Posted		Aramark Refreshment Services
DD	0	32286	08/05/2024	\$	(236.36)	Posted		Northwest Interpreters, Inc.
Check	192123	0	08/05/2024	\$	(910.00)	Posted		Mad Tents LLC
DD	0	32284	08/05/2024	\$	(345.94)	Posted		Holly A Bryk
DD	0	32283	08/05/2024	\$	(8,475.00)	Posted		Can I Live, Inc
DD	0	32288	08/05/2024	\$	(16,619.00)	Posted		New Haven Village Suites
Check	192128	0	08/05/2024	\$	(241.04)	Posted		Frontier Communications of Company
DD	0	32289	08/05/2024	\$	(400.00)	Posted		Nan McKay & Associates
Check	192131	0	08/05/2024	\$	(695.00)	Posted		Conn NAHRO
Check	192130	0	08/05/2024	\$	(425.00)	Posted		Conn NAHRO

Check	192129	0	08/05/2024	\$	(6,737.50)	Posted	City of New Haven
Check	192132	0	08/05/2024	\$	(170.16)	Posted	Dale Dibenedetto
Check	192138	0	08/05/2024	\$	(7,259.55)	Posted	Quadient Finance USA, INC
Check	192134	0	08/05/2024	\$	(137.00)	Posted	New Haven Parking Authority
Check	192133	0	08/05/2024	\$	(7,799.43)	Posted	Laz Parking
Check	192137	0	08/05/2024	\$	(90.00)	Posted	New Haven Parking Authority
Check	192136	0	08/05/2024	\$	(90.00)	Posted	New Haven Parking Authority
Check	192135	0	08/05/2024	\$	(90.00)	Posted	New Haven Parking Authority
Check	192139	0	08/05/2024	\$	(186.72)	Posted	Aflac
DD	0	32290	08/05/2024	\$	(500.00)	Posted	Eagle Leasing Company
DD	0	32291	08/05/2024	\$	(486.30)	Posted	New Horizon Communications Corp
DD	0	32293	08/05/2024	\$	(9,516.37)	Posted	Ringcentral, Inc
DD	0	32292	08/05/2024	\$	(7,086.93)	Posted	Ringcentral, Inc
Check	192142	0	08/05/2024	\$	(246.85)	Posted	Mohegan Tribe Gaming Authority
Check	192141	0	08/05/2024	\$	(935.55)	Posted	Mohegan Tribe Gaming Authority
Check	192143	0	08/05/2024	\$	(405.89)	Posted	Sunwealth Project Pool 14 LLC
Check	192140	0	08/05/2024	\$	(10,804.35)	Posted	Laz Parking
Check	192144	0	08/05/2024	\$	(73.16)	Posted	Suresh A Chachlani
Check	192145	0	08/05/2024	\$	(1,961.70)	Posted	Hearst Media Services Connecticut, LLC
DD	0	32294	08/05/2024	\$	(32,727.74)	Posted	Haz-Pros Inc
DD	0	32295	08/05/2024	\$	(6,897.00)	Posted	New Haven Village Suites
Check	192146	0	08/05/2024	\$	(18,981.15)	Posted	Fuss & O'Neill, Inc.
Check	192147	0	08/05/2024	\$	(2,059.99)	Posted	Marcum LLP
DD	0	32296	08/05/2024	\$	(10,799.29)	Posted	360 Management Group. Co.
Check	192149	0	08/07/2024	\$	(394.37)	Posted	W.B. Mason Company Inc
DD	0	32299	08/07/2024	\$	(63.48)	Posted	MINITPRINT Inc d/b/a Docuprintnow
DD	0	32300	08/07/2024	\$	(12,660.00)	Posted	Penfield Communications
DD	0	32298	08/07/2024	\$	(1,774.42)	Posted	Infoshred, LLC
DD	0	32297	08/07/2024	\$	(971.00)	Posted	Home Services & More, LLC
Check	192148	0	08/07/2024	\$	(316.99)	Posted	Online Information Services, Inc
Check	192157	0	08/07/2024	\$	(6,070.00)	Posted	Phada
DD	0	32301	08/07/2024	\$	(42,808.90)	Posted	Housing Authority of the City of New Haven
Check	192150	0	08/07/2024	\$	(5,000.00)	Posted	DePino, Nunez & Biggs, LLC
DD	0	32303	08/07/2024	\$	(134.38)	Posted	Ringcentral, Inc
DD	0	32302	08/07/2024	\$	(8,333.33)	Posted	Kelly Group Consultants LLC
Check	192151	0	08/07/2024	\$	(833.14)	Posted	Engie North America Inc
Check	192152	0	08/07/2024	\$	(101.57)	Posted	Engie North America Inc
Check	192153	0	08/07/2024	\$	(2,295.52)	Posted	Engie North America Inc
Check	192154	0	08/07/2024	\$	(189.90)	Posted	Engie North America Inc
Check	192155	0	08/07/2024	\$	(4.19)	Posted	Engie North America Inc
Check	192156	0	08/07/2024	\$	(12,446.92)	Posted	ITSAVVY LLC
Check	192192	0	08/07/2024	\$	(85.00)	Posted	Supreme Corporation
Check	192189	0	08/07/2024	\$	(211.81)	Posted	Southern Connecticut Gas
Check	192190	0	08/07/2024	\$	(76.14)	Posted	Southern Connecticut Gas
Check	192191	0	08/07/2024	\$	(561.26)	Posted	Southern Connecticut Gas
Check	192159	0	08/07/2024	\$	(258.31)	Posted	Comcast Cable
Check	192160	0	08/07/2024	\$	(314.31)	Posted	Comcast Cable
DD	0	32304	08/07/2024	\$	(32,215.71)	Posted	Crumbie Law Group, LLC
DD	0	32306	08/07/2024	\$	(394.00)	Posted	Home Services & More, LLC
Check	192167	0	08/07/2024	\$	(3,700.00)	Posted	Marcum LLP
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Check	192170	0	08/07/2024	\$	(4,250.00)	Posted	Marcum LLP
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Check	192177	0	08/07/2024	\$	(750.00)	Posted	Marcum LLP
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DD	0	32305	08/07/2024	\$	(100.00)	Posted	Holly A Bryk
Check	192188	0	08/07/2024	\$	(192.00)	Posted	Ricky Dawson III

Check	192161	0	08/07/2024	\$	(64.00)	Posted	David Coardes
Check	192158	0	08/07/2024	\$	(192.00)	Posted	Charles Silva
Check	192187	0	08/07/2024	\$	(256.00)	Posted	Raniya Hafford
Check	192193	0	08/07/2024	\$	(256.00)	Posted	Tyreana Jones
Check	192163	0	08/07/2024	\$	(256.00)	Posted	Jose Solivan
Check	192165	0	08/07/2024	\$	(256.00)	Posted	Kamahria Troutman
Check	192162	0	08/07/2024	\$	(256.00)	Posted	Donala Rice
Check	192166	0	08/07/2024	\$	(256.00)	Posted	Leyah Tiyan Morrison
Check	192186	0	08/07/2024	\$	(256.00)	Posted	Mi'Love Salmond
Check	192164	0	08/07/2024	\$	(256.00)	Posted	Julian Solivan
DD	0	32307	08/07/2024	\$	(73,117.15)	Posted	TORTI GALLAS AND PARTNERS, INC
Check	192194	0	08/07/2024	\$	(57,792.15)	Posted	Yale University
Check	192205	0	08/07/2024	\$	(353.45)	Posted	United Illuminating
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Check	192200	0	08/07/2024	\$	(397.24)	Posted	United Illuminating
Check	192199	0	08/07/2024	\$	(21.52)	Posted	United Illuminating
Check	192198	0	08/07/2024	\$	(52.76)	Posted	United Illuminating
Check	192197	0	08/07/2024	\$	(577.77)	Posted	United Illuminating
Check	192195	0	08/07/2024	\$	(1,100.00)	Posted	Ace Van & Storage, Inc.
DD	0	32308	08/07/2024	\$	(1,258.00)	Posted	Crumbie Law Group, LLC
Check	192196	0	08/07/2024	\$	(592.64)	Posted	Aramark Refreshment Services
Check	192218	0	08/07/2024	\$	(3,202.64)	Posted	United Illuminating
Check	192217	0	08/07/2024	\$	(2,434.29)	Posted	United Illuminating
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Check	192212	0	08/07/2024	\$	(554.55)	Posted	United Illuminating
Check	192211	0	08/07/2024	\$	(106.12)	Posted	United Illuminating
Check	192210	0	08/07/2024	\$	(2,300.42)	Posted	United Illuminating
Check	192209	0	08/07/2024	\$	(154.09)	Posted	United Illuminating
Check	192208	0	08/07/2024	\$	(129.74)	Posted	United Illuminating
Check	192207	0	08/07/2024	\$	(706.07)	Posted	United Illuminating
Check	192206	0	08/07/2024	\$	(1,691.96)	Posted	United Illuminating
Check	192220	0	08/07/2024	\$	(1,690.00)	Posted	AM/PM Glass & Metal Fab., LLC
Check	192223	0	08/07/2024	\$	(240.65)	Posted	W. B. Mason Company Inc
Check	192222	0	08/07/2024	\$	(356.00)	Posted	Home Depot
Check	192219	0	08/07/2024	\$	(200.00)	Posted	Ace Van & Storage, Inc.
DD	0	32309	08/07/2024	\$	(1,001.65)	Posted	4Imprint, Inc.
Check	192221	0	08/07/2024	\$	(42.30)	Posted	Aramark Refreshment Services
DD	0	32315	08/07/2024	\$	(31,582.19)	Posted	Trinity New Haven Housing Two Limited Partnership
DD	0	32313	08/07/2024	\$	(21,287.91)	Posted	Trinity New Haven Housing LP
DD	0	32316	08/07/2024	\$	(17,340.64)	Posted	Trinity Rowe, LP
DD	0	32311	08/07/2024	\$	(28,144.41)	Posted	Brookside 1 Associates LLC
DD	0	32310	08/07/2024	\$	(24,205.98)	Posted	Brookside 2 Associates LLC
DD	0	32314	08/07/2024	\$	(10,142.26)	Posted	Trinity New Haven Housing Three LP
DD	0	32312	08/07/2024	\$	(16,180.90)	Posted	Rockview 1 Associates LLC
Check	192226	0	08/07/2024	\$	(39,125.00)	Posted	Payne Environmental
Check	192224	0	08/07/2024	\$	(7,150.00)	Posted	Ace Van & Storage, Inc.
Check	192227	0	08/07/2024	\$	(4,500.00)	Posted	Tise Design Associates, Inc
Check	192225	0	08/07/2024	\$	(3,644.00)	Posted	Hands On Moving, LLC
Check	192228	0	08/07/2024	\$	(143.63)	Posted	W. B. Mason Company Inc
DD	0	32321	08/07/2024	\$	(660.00)	Posted	Penfield Communications
DD	0	32320	08/07/2024	\$	(157.55)	Posted	Infoshred, LLC
DD	0	32317	08/07/2024	\$	(38,039.19)	Posted	CWPM, LLC
DD	0	32318	08/07/2024	\$	(1,518.50)	Posted	FIRETECH Engineered Systems
DD	0	32319	08/07/2024	\$	(1,013.77)	Posted	Holly A Bryk
DD	0	32322	08/08/2024	\$	(360.00)	Posted	Cohen Key Shop
Check	192229	0	08/08/2024	\$	(8,108.28)	Posted	Aramark Refreshment Services
Check	192239	0	08/09/2024	\$	(5,647.13)	Posted	Torello Tire Inc.
Check	192235	0	08/09/2024	\$	(36.27)	Posted	Network Electric And Security Systems, LLC
Check	192237	0	08/09/2024	\$	(13,015.12)	Posted	Ricoh USA Inc
DD	0	32327	08/09/2024	\$	(1,215.00)	Posted	Nan Mckay & Associates
DD	0	32326	08/09/2024	\$	(1,215.00)	Posted	Nan Mckay & Associates
DD	0	32325	08/09/2024	\$	(1,215.00)	Posted	Nan Mckay & Associates
Check	192230	0	08/09/2024	\$	(27,238.91)	Posted	City of New Haven
DD	0	32323	08/09/2024	\$	(2,000.00)	Posted	Concepts for Adaptive Learning

Check	192232	0	08/09/2024	\$	(64.79)	Posted	Kimberly Johansen
Check	192231	0	08/09/2024	\$	(5,632.20)	Posted	HD Supply Facilities Maintenance, Ltd
DD	0	32324	08/09/2024	\$	(109.88)	Posted	LaToya Mills
Check	192234	0	08/09/2024	\$	(146.73)	Posted	Melody Ramos
Check	192236	0	08/09/2024	\$	(778.16)	Posted	Online Information Services, Inc
DD	0	32328	08/09/2024	\$	(8,666.67)	Posted	NuEnergen, LLC
Check	192238	0	08/09/2024	\$	(3,190.00)	Posted	State Of Connecticut
Check	192233	0	08/09/2024	\$	(1,000.00)	Posted	Lisette Bustamante
Check	192240	0	08/09/2024	\$	(200.00)	Posted	Marta Laboy
Check	192244	0	08/12/2024	\$	(190.98)	Posted	Frontier Communications of Company
Check	192245	0	08/12/2024	\$	(77.73)	Posted	Frontier Communications of Company
Check	192246	0	08/12/2024	\$	(77.73)	Posted	Frontier Communications of Company
Check	192247	0	08/12/2024	\$	(118.14)	Posted	Frontier Communications of Company
Check	192243	0	08/12/2024	\$	(284.36)	Posted	Comcast Cable
Check	192253	0	08/12/2024	\$	(123.81)	Posted	United Illuminating
Check	192252	0	08/12/2024	\$	(62.37)	Posted	United Illuminating
Check	192251	0	08/12/2024	\$	(234.52)	Posted	United Illuminating
Check	192250	0	08/12/2024	\$	(681.65)	Posted	United Illuminating
Check	192249	0	08/12/2024	\$	(499.75)	Posted	Home Depot
Check	192248	0	08/12/2024	\$	(2,154.48)	Posted	F.W. Webb Company
DD	0	32330	08/12/2024	\$	(81,108.25)	Posted	Mechanical Heating and Air Conditioning, Inc
Check	192262	0	08/13/2024	\$	(200.00)	Posted	Stevie Jackson
Check	192255	0	08/13/2024	\$	(101.70)	Posted	Evelise Ribeiro
DD	0	32334	08/13/2024	\$	(1,190.00)	Posted	Reitman Personnel Services, Inc.
DD	0	32333	08/13/2024	\$	(94.46)	Posted	Corporate Mailing Services LLC
Check	192258	0	08/13/2024	\$	(527.79)	Posted	Metropolitan Life Insurance Company USA
Check	192254	0	08/13/2024	\$	(200.00)	Posted	Christy A Pedini
Check	192256	0	08/13/2024	\$	(219.16)	Posted	F.W. Webb Company
Check	192259	0	08/13/2024	\$	(200.00)	Posted	Miguel Avila
Check	192261	0	08/13/2024	\$	(61.32)	Posted	Online Information Services, Inc
Check	192260	0	08/13/2024	\$	(200.00)	Posted	Noraima Avila
DD	0	32332	08/13/2024	\$	(1,042.15)	Posted	Autoscribe Corporation
DD	0	32331	08/13/2024	\$	(588.55)	Posted	Autoscribe Corporation
Check	192257	0	08/13/2024	\$	(200.00)	Posted	Jennifer Malone
Check	192271	0	08/13/2024	\$	(67.76)	Posted	Regional Water Authority
DD	0	32336	08/13/2024	\$	(1,190.00)	Posted	Reitman Personnel Services, Inc.
Check	192272	0	08/13/2024	\$	(2,400.00)	Posted	U.S. Bank
Check	192265	0	08/13/2024	\$	(200.00)	Posted	Brenda J Harris
Check	192270	0	08/13/2024	\$	(200.00)	Posted	Maritza Baez
Check	192263	0	08/13/2024	\$	(200.00)	Posted	Angela Dixon
Check	192267	0	08/13/2024	\$	(707.00)	Posted	Marcum LLP
Check	192268	0	08/13/2024	\$	(600.00)	Posted	Marcum LLP
Check	192269	0	08/13/2024	\$	(4,589.99)	Posted	Marcum LLP
DD	0	32335	08/13/2024	\$	(2,915.00)	Posted	M.A.C Computer Consulting, Inc
Check	192264	0	08/13/2024	\$	(200.00)	Posted	Avis Grant
Check	192266	0	08/13/2024	\$	(200.00)	Posted	Janet Poole
DD	0	32347	08/13/2024	\$	(16,726.90)	Posted	Reitman Personnel Services, Inc.
Check	192273	0	08/13/2024	\$	(200.00)	Posted	Darius K Reid
DD	0	32342	08/13/2024	\$	(200.00)	Posted	Doris J Doward
DD	0	32338	08/13/2024	\$	(200.00)	Posted	Alberta W Golden
DD	0	32344	08/13/2024	\$	(200.00)	Posted	Linda Cross
DD	0	32337	08/13/2024	\$	(200.00)	Posted	Airess Johnson
Check	192278	0	08/13/2024	\$	(200.00)	Posted	Shantour Jackson
Check	192276	0	08/13/2024	\$	(200.00)	Posted	Roberto Roman-Negron
DD	0	32345	08/13/2024	\$	(200.00)	Posted	Patricia Thorpe
DD	0	32340	08/13/2024	\$	(200.00)	Posted	Deborah Hudson
DD	0	32341	08/13/2024	\$	(200.00)	Posted	Dennis Nathaniel Jenkins
DD	0	32339	08/13/2024	\$	(200.00)	Posted	Alicia M Spencer
Check	192274	0	08/13/2024	\$	(200.00)	Posted	Edward Beverley
Check	192277	0	08/13/2024	\$	(200.00)	Posted	Russell Roberson
DD	0	32346	08/13/2024	\$	(200.00)	Posted	Pedro Octavio Jimenez
Check	192275	0	08/13/2024	\$	(200.00)	Posted	Hector A Lozada-Osorio
DD	0	32343	08/13/2024	\$	(200.00)	Posted	Lavern Davis
Check	192279	0	08/13/2024	\$	(200.00)	Posted	Teethenia Stroud
Check	192281	0	08/13/2024	\$	(3,500.00)	Posted	U.S. Bank
DD	0	32348	08/13/2024	\$	(229,347.67)	Posted	BRD Builders, LLC
Check	192280	0	08/13/2024	\$	(185,188.17)	Posted	Patriquin Architects, P.C.
DD	0	32349	08/13/2024	\$	(13,360.00)	Posted	Christopher Williams Architects, LLC
DD	0	32350	08/13/2024	\$	(9,972.60)	Posted	Lothrop Associates, LLP
DD	0	32356	08/13/2024	\$	(17,750.25)	Posted	Reitman Personnel Services, Inc.

Check	192289	0	08/13/2024	\$	(200.00)	Posted	Judy Cosby
DD	0	32354	08/13/2024	\$	(200.00)	Posted	Lagreta Riles
DD	0	32352	08/13/2024	\$	(200.00)	Posted	Donna Santiago
DD	0	32353	08/13/2024	\$	(200.00)	Posted	Jonathan Stewart
DD	0	32355	08/13/2024	\$	(200.00)	Posted	Perry Lamar Gary
Check	192282	0	08/13/2024	\$	(200.00)	Posted	Billy Ray Mathews
DD	0	32351	08/13/2024	\$	(200.00)	Posted	Al McCoy Langston
Check	192292	0	08/13/2024	\$	(200.00)	Posted	Lee C Moore
Check	192286	0	08/13/2024	\$	(200.00)	Posted	Glenda Streater
DD	0	32357	08/13/2024	\$	(200.00)	Posted	Todd Collins
Check	192297	0	08/13/2024	\$	(192.00)	Posted	Ricky Dawson III
Check	192284	0	08/13/2024	\$	(224.00)	Posted	David Coardes
Check	192295	0	08/13/2024	\$	(256.00)	Posted	Nevaeh James
Check	192283	0	08/13/2024	\$	(256.00)	Posted	Charles Silva
Check	192296	0	08/13/2024	\$	(256.00)	Posted	Raniya Hafford
Check	192298	0	08/13/2024	\$	(192.00)	Posted	Tyreana Jones
Check	192288	0	08/13/2024	\$	(256.00)	Posted	Jose Solivan
Check	192291	0	08/13/2024	\$	(256.00)	Posted	Kamahria Troulman
Check	192285	0	08/13/2024	\$	(256.00)	Posted	Donala Rice
Check	192293	0	08/13/2024	\$	(256.00)	Posted	Leyah Tiyanna Morrison
Check	192294	0	08/13/2024	\$	(256.00)	Posted	Mi'Love Salmond
Check	192290	0	08/13/2024	\$	(208.00)	Posted	Julian Solivan
Check	192287	0	08/13/2024	\$	(256.00)	Posted	Jaylin Martinez
Check	192303	0	08/13/2024	\$	(181.21)	Posted	Southern Connecticut Gas
Check	192302	0	08/13/2024	\$	(688.56)	Posted	Southern Connecticut Gas
Check	192301	0	08/13/2024	\$	(762.32)	Posted	Southern Connecticut Gas
Check	192300	0	08/13/2024	\$	(544.32)	Posted	Southern Connecticut Gas
DD	0	32358	08/13/2024	\$	(17,408.92)	Posted	Reitman Personnel Services, Inc.
Check	192299	0	08/13/2024	\$	(449.55)	Posted	National Center For Housing Mgmt.
Check	192304	0	08/13/2024	\$	(50.00)	Posted	Worker's Compensation Trust Inc
DD	0	32365	08/13/2024	\$	(1,190.00)	Posted	Reitman Personnel Services, Inc.
DD	0	32359	08/13/2024	\$	(200.00)	Posted	Alberta Witherspoon
DD	0	32362	08/13/2024	\$	(200.00)	Posted	Patricia Mabry
Check	192312	0	08/13/2024	\$	(200.00)	Posted	Major Banks
DD	0	32363	08/13/2024	\$	(200.00)	Posted	Paul A Kates
Check	192306	0	08/13/2024	\$	(200.00)	Posted	Bruce Gatling
DD	0	32366	08/13/2024	\$	(200.00)	Posted	Teresa Nela Caporale
DD	0	32367	08/13/2024	\$	(200.00)	Posted	Willard E. Ford
Check	192311	0	08/13/2024	\$	(200.00)	Posted	Kelly Nichols
DD	0	32361	08/13/2024	\$	(200.00)	Posted	Luz E Torres
Check	192305	0	08/13/2024	\$	(200.00)	Posted	Annette Yancey
DD	0	32360	08/13/2024	\$	(200.00)	Posted	Keith Davis
DD	0	32364	08/13/2024	\$	(200.00)	Posted	Ralph Berryman
Check	192307	0	08/13/2024	\$	(200.00)	Posted	Clenison Dickey
Check	192310	0	08/13/2024	\$	(200.00)	Posted	James Jenkins
Check	192308	0	08/13/2024	\$	(200.00)	Posted	Gail Pressley
Check	192313	0	08/13/2024	\$	(200.00)	Posted	Sean Holland
Check	192309	0	08/13/2024	\$	(200.00)	Posted	George G Robinson
Check	192315	0	08/13/2024	\$	(8,730.45)	Posted	City of New Haven
Check	192314	0	08/13/2024	\$	(4,294.51)	Posted	City of New Haven
Check	192318	0	08/13/2024	\$	(21,000.00)	Posted	Juliano Associates
Check	192316	0	08/13/2024	\$	(500.00)	Posted	Ace Van & Storage, Inc.
Check	192317	0	08/13/2024	\$	(3,348.00)	Posted	Hands On Moving, LLC
Check	192319	0	08/13/2024	\$	(9,945.85)	Posted	AM/PM Glass & Metal Fab., LLC
Check	192320	0	08/13/2024	\$	(4,308.97)	Posted	Regional Water Authority
Check	192321	0	08/13/2024	\$	(91.73)	Posted	Regional Water Authority
Check	192322	0	08/13/2024	\$	(368.75)	Posted	Regional Water Authority
Check	192323	0	08/13/2024	\$	(573.22)	Posted	Regional Water Authority
Check	192324	0	08/13/2024	\$	(1,195.98)	Posted	Skyview Ridgefield LLC
Check	192326	0	08/15/2024	\$	(2,483.02)	Posted	Stanley Convergent Security Solutions, INC.
Check	192325	0	08/15/2024	\$	(2,177.18)	Posted	Kramden Enterprises, Inc/dba Eli's on Whitney
DD	0	32368	08/15/2024	\$	(178.46)	Posted	360 Management Group. Co.
DD	0	32369	08/15/2024	\$	(152,673.51)	Posted	360 Management Group. Co.
Check	192327	0	08/16/2024	\$	(13,926.47)	Posted	Advance Security Integration LLC dba Security 101
Check	192328	0	08/16/2024	\$	(2,800.00)	Posted	Tise Design Associates, Inc
Check	192329	0	08/16/2024	\$	(1,004.33)	Posted	Advance Security Integration LLC dba Security 101
Check	192330	0	08/16/2024	\$	(30.00)	Posted	Kramden Enterprises, Inc/dba Eli's on Whitney
Check	192331	0	08/16/2024	\$	(300.00)	Posted	Tarin Evans
Check	192332	0	08/16/2024	\$	(20,209.77)	Posted	United Illuminating
Check	192359	0	08/19/2024	\$	(757.44)	Posted	W.B. Mason Company Inc

Check	192358	0	08/19/2024	\$	(39.64)	Posted	United Illuminating
Check	192357	0	08/19/2024	\$	(9.74)	Posted	United Illuminating
Check	192356	0	08/19/2024	\$	(149.64)	Posted	United Illuminating
Check	192355	0	08/19/2024	\$	(54.91)	Posted	United Illuminating
Check	192354	0	08/19/2024	\$	(34.77)	Posted	United Illuminating
Check	192353	0	08/19/2024	\$	(8,722.18)	Posted	United Illuminating
Check	192352	0	08/19/2024	\$	(1,852.79)	Posted	United Illuminating
Check	192351	0	08/19/2024	\$	(2,381.82)	Posted	United Illuminating
Check	192350	0	08/19/2024	\$	(2,253.48)	Posted	United Illuminating
Check	192349	0	08/19/2024	\$	(8,183.08)	Posted	United Illuminating
Check	192348	0	08/19/2024	\$	(4,293.78)	Posted	United Illuminating
Check	192347	0	08/19/2024	\$	(3,873.24)	Posted	United Illuminating
Check	192346	0	08/19/2024	\$	(10,187.18)	Posted	United Illuminating
Check	192345	0	08/19/2024	\$	(541.13)	Posted	United Illuminating
Check	192344	0	08/19/2024	\$	(1,031.68)	Posted	United Illuminating
Check	192343	0	08/19/2024	\$	(766.68)	Posted	United Illuminating
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Check	192341	0	08/19/2024	\$	(707.65)	Posted	United Illuminating
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Check	192338	0	08/19/2024	\$	(14,239.78)	Posted	Comcast Cable
Check	192337	0	08/19/2024	\$	(66.44)	Posted	Comcast Cable
Check	192336	0	08/19/2024	\$	(254.35)	Posted	Comcast Cable
Check	192335	0	08/19/2024	\$	(237.85)	Posted	Comcast Cable
Check	192334	0	08/19/2024	\$	(512.21)	Posted	Comcast Cable
Check	192333	0	08/19/2024	\$	(2,100.00)	Posted	Ace Van & Storage, Inc.
Check	192339	0	08/19/2024	\$	(540.96)	Posted	HD Supply Facilities Maintenance, Ltd
DD	0	32370	08/19/2024	\$	(1,242.50)	Posted	Home Services & More, LLC
Check	192369	0	08/19/2024	\$	(690.08)	Posted	Regional Water Authority
Check	192368	0	08/19/2024	\$	(699.49)	Posted	Regional Water Authority
Check	192389	0	08/19/2024	\$	(2,241.22)	Posted	Regional Water Authority
Check	192388	0	08/19/2024	\$	(3,667.34)	Posted	Regional Water Authority
Check	192387	0	08/19/2024	\$	(5,111.37)	Posted	Regional Water Authority
Check	192386	0	08/19/2024	\$	(224.32)	Posted	Regional Water Authority
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Check	192384	0	08/19/2024	\$	(531.62)	Posted	Regional Water Authority
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Check	192382	0	08/19/2024	\$	(1,126.99)	Posted	Regional Water Authority
Check	192381	0	08/19/2024	\$	(1,991.33)	Posted	Regional Water Authority
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Check	192378	0	08/19/2024	\$	(123.69)	Posted	Regional Water Authority
Check	192377	0	08/19/2024	\$	(135.52)	Posted	Regional Water Authority
Check	192376	0	08/19/2024	\$	(844.32)	Posted	Regional Water Authority
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Check	192372	0	08/19/2024	\$	(1,127.54)	Posted	Regional Water Authority
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Check	192367	0	08/19/2024	\$	(123.69)	Posted	Regional Water Authority
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Check	192361	0	08/19/2024	\$	(812.18)	Posted	Regional Water Authority
Check	192362	0	08/19/2024	\$	(285.20)	Posted	Regional Water Authority
Check	192363	0	08/19/2024	\$	(67.19)	Posted	Regional Water Authority
Check	192364	0	08/19/2024	\$	(1,446.07)	Posted	Regional Water Authority
Check	192365	0	08/19/2024	\$	(50.63)	Posted	Regional Water Authority
Check	192360	0	08/19/2024	\$	(3,027.49)	Posted	Home Depot
DD	0	32371	08/19/2024	\$	(966.57)	Posted	Holly A Bryk
Check	192409	0	08/19/2024	\$	(1,013.51)	Posted	Frontier Communications of Company
Check	192408	0	08/19/2024	\$	(1,575.48)	Posted	Frontier Communications of Company
Check	192407	0	08/19/2024	\$	(293.84)	Posted	Frontier Communications of Company
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Check	192403	0	08/19/2024	\$	(83.05)	Posted	Frontier Communications of Company
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Check	192398	0	08/19/2024	\$	(207.78)	Posted	Frontier Communications of Company

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Check	192394	0	08/19/2024	\$	(200.26)	Posted		Frontier Communications of Company
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Check	192392	0	08/19/2024	\$	(91.76)	Posted		Frontier Communications of Company
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Check	192390	0	08/19/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192410	0	08/19/2024	\$	(4,742.18)	Posted		Home Depot
DD	0	32372	08/19/2024	\$	(3,833.24)	Posted		Holly A Bryk
Check	192419	0	08/19/2024	\$	(22.51)	Posted		Southern Connecticut Gas
Check	192420	0	08/19/2024	\$	(14.54)	Posted		Southern Connecticut Gas
DD	0	32373	08/19/2024	\$	(25.00)	Posted		Alberta Witherspoon
Check	192417	0	08/19/2024	\$	(25.00)	Posted		Mabel L Carroll
DD	0	32374	08/19/2024	\$	(25.00)	Posted		Patricia Mabry
Check	192411	0	08/19/2024	\$	(761.09)	Posted		Aramark Refreshment Services
Check	192418	0	08/19/2024	\$	(25.00)	Posted		Michael Sydney Perkins
Check	192412	0	08/19/2024	\$	(660.00)	Posted		CT's Delicious Dishes LLC
Check	192413	0	08/19/2024	\$	(660.00)	Posted		CT's Delicious Dishes LLC
Check	192414	0	08/19/2024	\$	(1,296.00)	Posted		CT's Delicious Dishes LLC
Check	192415	0	08/19/2024	\$	(540.00)	Posted		CT's Delicious Dishes LLC
Check	192416	0	08/19/2024	\$	(1,628.50)	Posted		IScream Truck LLC
Check	192421	0	08/19/2024	\$	(473.00)	Posted		Ashley Grego
DD	0	32379	08/20/2024	\$	(304.78)	Posted		Olga Zweeres
Check	192437	0	08/20/2024	\$	(1,272.58)	Posted		United Illuminating
Check	192436	0	08/20/2024	\$	(1,043.55)	Posted		United Illuminating
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Check	192431	0	08/20/2024	\$	(1,616.06)	Posted		United Illuminating
Check	192430	0	08/20/2024	\$	(70.15)	Posted		United Illuminating
Check	192429	0	08/20/2024	\$	(74.83)	Posted		United Illuminating
Check	192428	0	08/20/2024	\$	(863.68)	Posted		United Illuminating
Check	192424	0	08/20/2024	\$	(1,121.50)	Posted		Housing Authority Risk Retention Group, Inc
DD	0	32378	08/20/2024	\$	(44,887.60)	Posted		Housing Insurance Services, Inc.
DD	0	32377	08/20/2024	\$	(38,534.40)	Posted		Housing Insurance Services, Inc.
DD	0	32376	08/20/2024	\$	(248.00)	Posted		Eagle Leasing Company
Check	192426	0	08/20/2024	\$	(243.52)	Posted		Melody Ramos
Check	192425	0	08/20/2024	\$	(312.52)	Posted		Melody Ramos
Check	192423	0	08/20/2024	\$	(243.52)	Posted		Gayatri Rana
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DD	0	32375	08/20/2024	\$	(9,710.00)	Posted		360 Management Group, Co.
DD	0	32380	08/20/2024	\$	(257,678.52)	Posted		Patterson & Associate Consulting, LLC
Check	192427	0	08/20/2024	\$	-	Posted	08/26/2024	Tarin Evans
DD	0	32381	08/20/2024	\$	(178.46)	Posted		Sparks Security LLC
Check	192438	0	08/20/2024	\$	(19,053.95)	Posted		Southern Connecticut Gas
Check	192439	0	08/20/2024	\$	(5,000.00)	Posted		333 Valley Street AN Intergenerational Organization Inc
Check	192440	0	08/21/2024	\$	(10.25)	Posted		Malcom Nieves
Check	192441	0	08/21/2024	\$	(891.13)	Posted		W. B. Mason Company Inc
DD	0	32384	08/21/2024	\$	(1,190.00)	Posted		Reitman Personnel Services, Inc.
DD	0	32383	08/21/2024	\$	(12,493.96)	Posted		Reitman Personnel Services, Inc.
DD	0	32382	08/21/2024	\$	(1,412.97)	Posted		Holly A Bryk
Check	192459	0	08/21/2024	\$	(756.76)	Posted		W. B. Mason Company Inc
Check	192446	0	08/21/2024	\$	(267.37)	Posted		Frontier Communications of Company
Check	192447	0	08/21/2024	\$	(225.02)	Posted		Frontier Communications of Company
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Check	192444	0	08/21/2024	\$	(298.35)	Posted		Comcast Cable

Check	192445	0	08/21/2024	\$	(298.35)	Posted	Comcast Cable
DD	0	32385	08/21/2024	\$	(4,294.76)	Posted	Home Services & More, LLC
Check	192463	0	08/21/2024	\$	(3,000.00)	Posted	Payne Environmental
Check	192460	0	08/21/2024	\$	(1,000.00)	Posted	Ace Van & Storage, Inc.
Check	192462	0	08/21/2024	\$	(4,301.25)	Posted	Patriquin Architects, P.C.
Check	192461	0	08/21/2024	\$	(2,548.00)	Posted	Hands On Moving, LLC
Check	192464	0	08/21/2024	\$	(3,135.00)	Posted	Sylva Developers, LLC
Check	192465	0	08/21/2024	\$	(54.95)	Posted	Edward LaChance
Check	192488	0	08/22/2024	\$	(445.17)	Posted	Regional Water Authority
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Check	192466	0	08/22/2024	\$	(149.97)	Posted	Engie North America Inc
Check	192490	0	08/22/2024	\$	(352.16)	Posted	Internal Revenue Service
Check	192491	0	08/22/2024	\$	(1,767.95)	Posted	Torello Tire Inc.
DD	0	32387	08/22/2024	\$	(1,976.00)	Posted	Berchem Moses PC
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Check	192489	0	08/22/2024	\$	(110.62)	Posted	Carne Inn Group, LLC dba Residence Inn by Marriott Milford
Check	192493	0	08/22/2024	\$	(213,201.89)	Posted	Yardi Systems Inc
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Check	192503	0	08/22/2024	\$	(383.76)	Posted	HD Supply Facilities Maintenance, Ltd
Check	192511	0	08/22/2024	\$	(100.00)	Posted	Tanaya Davene Clark
Check	192510	0	08/22/2024	\$	(100.00)	Posted	Tanaya Davene Clark
Check	192504	0	08/22/2024	\$	(2,391.12)	Posted	Johns Refuse & Recycling, LLC
Check	192495	0	08/22/2024	\$	(652.14)	Posted	Canon Solutions America Inc.
Check	192505	0	08/22/2024	\$	(8,090.00)	Posted	Marcum LLP
DD	0	32388	08/22/2024	\$	(1,871.10)	Posted	Gilson Software Solutions - PHA, LLC.
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Check	192523	0	08/22/2024	\$	(3,085.00)	Posted	Carne Inn Group, LLC dba Residence Inn by Marriott Milford
Check	192524	0	08/22/2024	\$	(200.00)	Posted	Precious Wilson

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DD	0	32390	08/22/2024	\$	(11,470.07)	Posted	Eastview Terrace LLC
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Check	192529	0	08/22/2024	\$	(392.67)	Posted	Glendower Fair Haven, LLC
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Check	192527	0	08/22/2024	\$	(256.00)	Posted	David Coardes
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DD	0	32395	08/26/2024	\$	(517.50)	Posted	Berchem Moses PC
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DD	0	32393	08/26/2024	\$	(706.50)	Posted	Berchem Moses PC
Check	192598	0	08/26/2024	\$	(6,242.33)	Posted	Yale Termite & Pest Elimination Corp.
Check	192593	0	08/26/2024	\$	(5,421.38)	Posted	Housing Authority Risk Retention Group, Inc

Check	192592	0	08/26/2024	\$	(1,121.50)	Posted		Housing Authority Risk Retention Group, Inc
Check	192590	0	08/26/2024	\$	(12,739.33)	Posted		Anthem Blue Cross/Blue Shield
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Check	192587	0	08/26/2024	\$	(29.50)	Posted		AAA Southern New England
Check	192591	0	08/26/2024	\$	(312.52)	Posted		Daniel Ramos
DD	0	32397	08/26/2024	\$	(93.70)	Posted		Corporate Mailing Services LLC
DD	0	32396	08/26/2024	\$	(240.39)	Posted		Corporate Mailing Services LLC
Check	192596	0	08/26/2024	\$	(4,726.64)	Posted		Quadient Finance USA, INC
Check	192597	0	08/26/2024	\$	(307.50)	Posted		State Of Connecticut
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DD	0	32392	08/26/2024	\$	(110,986.37)	Posted		360 Management Group. Co.
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Check	192600	0	08/27/2024	\$	(82.52)	Posted		Federal Express Corp.
Check	192599	0	08/27/2024	\$	(1,885.13)	Posted		Aramark Refreshment Services
DD	0	32399	08/27/2024	\$	(1,695.00)	Posted		Crown Castle Fiber LLC
DD	0	32400	08/27/2024	\$	(18,000.00)	Posted		McCarter & English, LLP
DD	0	32401	08/27/2024	\$	(150.84)	Posted		Northwest Interpreters, Inc.
DD	0	32402	08/27/2024	\$	(8,000.00)	Posted		The Narrative Project, LLC
Check	192603	0	08/27/2024	\$	(651.72)	Posted		Standard Insurance Company.
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Check	192607	0	08/27/2024	\$	(21,310.60)	Posted		B Squared Engineering, LLC
Check	192686	0	08/27/2024	\$	(195.83)	Posted		RIDE-AWAY INC
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Check	192688	0	08/27/2024	\$	(2,891.02)	Posted		Standard Insurance Company.
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DD	0	32414	08/27/2024	\$	(400.00)	Posted		Holly A Bryk
Check	192692	0	08/27/2024	\$	(93.83)	Posted		Home Depot
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DD	0	32415	08/27/2024	\$	(14,680.00)	Posted		212 Exchange Street LLC
DD	0	32417	08/27/2024	\$	(12,160.00)	Posted		McCarter & English, LLP
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Check	192713	0	08/27/2024	\$	(164.85)	Posted		Comcast Cable
Check	192716	0	08/27/2024	\$	(9.90)	Posted		Home Depot
DD	0	32419	08/27/2024	\$	(1,836.50)	Posted		Home Services & More, LLC
Check	192712	0	08/27/2024	\$	(40.90)	Posted		Aramark Refreshment Services
Check	192711	0	08/27/2024	\$	(7,212.90)	Posted		Advance Security Integration LLC dba Security 101
DD	0	32420	08/27/2024	\$	(1,475.10)	Posted		Mechanical Heating and Air Conditioning, Inc
DD	0	32418	08/27/2024	\$	(50.00)	Posted		Holly A Bryk
Check	192718	0	08/27/2024	\$	(3,000.00)	Posted		State Of Connecticut

Check	192714	0	08/27/2024	\$	(1,191.98)	Posted		Engie North America Inc
Check	192736	0	08/27/2024	\$	(4,464.47)	Posted		W. B. Mason Company Inc
Check	192733	0	08/27/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192732	0	08/27/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192731	0	08/27/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192730	0	08/27/2024	\$	(118.60)	Posted		Frontier Communications of Company
Check	192729	0	08/27/2024	\$	(150.20)	Posted		Frontier Communications of Company
Check	192728	0	08/27/2024	\$	(230.78)	Posted		Frontier Communications of Company
Check	192727	0	08/27/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192726	0	08/27/2024	\$	(200.26)	Posted		Frontier Communications of Company
Check	192725	0	08/27/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192724	0	08/27/2024	\$	(118.60)	Posted		Frontier Communications of Company
Check	192723	0	08/27/2024	\$	(331.90)	Posted		Frontier Communications of Company
Check	192722	0	08/27/2024	\$	(77.73)	Posted		Frontier Communications of Company
Check	192721	0	08/27/2024	\$	(118.60)	Posted		Frontier Communications of Company
DD	0	32422	08/27/2024	\$	(940.20)	Posted		Cohen Key Shop
Check	192735	0	08/27/2024	\$	(885.77)	Posted		Home Depot
Check	192720	0	08/27/2024	\$	(5,074.46)	Posted		Eagle Elevator Company, Inc.
DD	0	32424	08/27/2024	\$	(21,870.94)	Posted		Housing Authority of the City of New Haven
Check	192734	0	08/27/2024	\$	(933.91)	Posted		HD Supply Facilities Maintenance, Ltd
DD	0	32423	08/27/2024	\$	(197.00)	Posted		Home Services & More, LLC
DD	0	32425	08/27/2024	\$	(23,125.00)	Posted		Rubino Enterprises LLC
Check	192737	0	08/27/2024	\$	(198.35)	Posted		Comcast Cable
Check	192738	0	08/27/2024	\$	(198.35)	Posted		Comcast Cable
Check	192739	0	08/27/2024	\$	(298.35)	Posted		Comcast Cable
Check	192740	0	08/27/2024	\$	(198.35)	Posted		Comcast Cable
Check	192741	0	08/27/2024	\$	(198.35)	Posted		Comcast Cable
Check	192742	0	08/27/2024	\$	(202.85)	Posted		Comcast Cable
Check	192743	0	08/27/2024	\$	(210.85)	Posted		Comcast Cable
Check	192744	0	08/27/2024	\$	(132.43)	Posted		Comcast Cable
Check	192745	0	08/27/2024	\$	(132.43)	Posted		Comcast Cable
Check	192746	0	08/27/2024	\$	(198.35)	Posted		Comcast Cable
Check	192747	0	08/27/2024	\$	(164.85)	Posted		Comcast Cable
Check	192748	0	08/27/2024	\$	(262.37)	Posted		Comcast Cable
Check	192749	0	08/27/2024	\$	(162.85)	Posted		Comcast Cable
Check	192750	0	08/27/2024	\$	(302.85)	Posted		Comcast Cable
Check	192751	0	08/27/2024	\$	(302.85)	Posted		Comcast Cable
DD	0	32427	08/27/2024	\$	(90.22)	Posted		Ringcentral, Inc
DD	0	32428	08/27/2024	\$	(90.22)	Posted		Ringcentral, Inc
DD	0	32426	08/27/2024	\$	(13,329.73)	Posted		Mechanical Heating and Air Conditioning, Inc
DD	0	32429	08/27/2024	\$	(7,814.04)	Posted		Tri-Con Construction Manager, Llc
Check	192763	0	08/27/2024	\$	(128.00)	Posted		Ricky Dawson III
Check	192753	0	08/27/2024	\$	(256.00)	Posted		David Coardes
Check	192761	0	08/27/2024	\$	(256.00)	Posted		Nevaeh James
Check	192752	0	08/27/2024	\$	(192.00)	Posted		Charles Silva
Check	192762	0	08/27/2024	\$	(256.00)	Posted		Raniya Hafford
Check	192764	0	08/27/2024	\$	(128.00)	Posted		Tyreana Jones
Check	192756	0	08/27/2024	\$	(256.00)	Posted		Jose Solivan
Check	192758	0	08/27/2024	\$	(256.00)	Posted		Kamahria Troutman
Check	192754	0	08/27/2024	\$	(192.00)	Posted		Donala Rice
Check	192759	0	08/27/2024	\$	(256.00)	Posted		Leyah Tiyanina Morrison
Check	192760	0	08/27/2024	\$	(256.00)	Posted		Mi'Love Salmond
Check	192757	0	08/27/2024	\$	(192.00)	Posted		Julian Solivan
Check	192755	0	08/27/2024	\$	(192.00)	Posted		Jaylin Martinez
Check	192765	0	08/28/2024	\$	(495.00)	Posted		AM/PM Glass & Metal Fab., LLC
Check	192769	0	08/28/2024	\$	(10,207.31)	Posted		Regional Water Authority
Check	192766	0	08/28/2024	\$	(2,236.29)	Posted		Chamberlain Court Condominium Association, Inc.
DD	0	32430	08/28/2024	\$	(1,590.16)	Posted		Kone Inc.
Check	192767	0	08/28/2024	\$	(1,727.05)	Posted		HD Supply Facilities Maintenance, Ltd
Check	192768	0	08/28/2024	\$	(5,560.05)	Posted		Johnson Controls US Holdings LLC
Check	192770	0	08/28/2024	\$	(808.80)	Posted		Ricoh USA Inc
DD	0	32431	08/28/2024	\$	(4,542.97)	Posted		Crumbie Law Group, LLC
DD	0	32413	08/28/2024	\$	-	Posted	08/28/2024	Glendower McConaughy Terrace 9% LLC
DD	0	32412	08/28/2024	\$	-	Posted	08/28/2024	Glendower McConaughy Terrace 4% LLC
Check	192774	0	08/29/2024	\$	(9,954.40)	Posted		United Illuminating
Check	192773	0	08/29/2024	\$	(1,339.97)	Posted		Regional Water Authority
DD	0	32434	08/29/2024	\$	(8,208.20)	Posted		U.S. Inspection Group, INC
Check	192772	0	08/29/2024	\$	(4,331.06)	Posted		HD Supply Facilities Maintenance, Ltd
DD	0	32432	08/29/2024	\$	(2,096.50)	Posted		Home Services & More, LLC
Check	192771	0	08/29/2024	\$	(17.19)	Posted		F.W. Webb Company

DD	0	32433	08/29/2024	\$	(240.00)	Posted	Mechanical Heating and Air Conditioning, Inc
Check	192776	0	08/29/2024	\$	(118.60)	Posted	Frontier Communications of Company
Check	192777	0	08/29/2024	\$	(200.26)	Posted	Frontier Communications of Company
Check	192779	0	08/29/2024	\$	(2,171.18)	Posted	Regional Water Authority
Check	192780	0	08/29/2024	\$	(928.19)	Posted	Regional Water Authority
Check	192781	0	08/29/2024	\$	(815.50)	Posted	Stanley Convergent Security Solutions, INC.
Check	192778	0	08/29/2024	\$	(4,543.12)	Posted	HD Supply Facilities Maintenance, Ltd
DD	0	32436	08/29/2024	\$	(6,022.02)	Posted	Otis Elevator Company
Check	192775	0	08/29/2024	\$	(226.82)	Posted	F.W. Webb Company
DD	0	32435	08/29/2024	\$	(27,358.69)	Posted	Mechanical Heating and Air Conditioning, Inc
Check	192782	0	08/29/2024	\$	(84.07)	Posted	W.B. Mason Company Inc
Check	192784	0	08/29/2024	\$	(253.50)	Posted	Afscme Local 818
DD	0	32437	08/29/2024	\$	(2,687.13)	Posted	Afscme Local 713/afscme Council 4
Check	192789	0	08/29/2024	\$	(142.00)	Posted	Yale New Haven Hospital
DD	0	32440	08/29/2024	\$	(176.00)	Posted	Berchem Moses PC
Check	192783	0	08/29/2024	\$	(737.05)	Posted	Aflac
DD	0	32438	08/29/2024	\$	(10.00)	Posted	AFSCME PEOPLE Committee
DD	0	32439	08/29/2024	\$	(28.00)	Posted	AFSCME PEOPLE Committee
Check	192787	0	08/29/2024	\$	(351.03)	Posted	Legal Shield
Check	192788	0	08/29/2024	\$	(51,947.99)	Posted	Oxford Health Plans, LLC
Check	192785	0	08/29/2024	\$	(3,403.02)	Posted	Delta Dental of New Jersey, Inc
Check	192786	0	08/29/2024	\$	(175.00)	Posted	Johnson Controls US Holdings LLC
Check	192790	0	08/29/2024	\$	(77.95)	Posted	Federal Express Corp.
Check	192791	0	08/29/2024	\$	(1,633.95)	Posted	Verizon Wireless
Check	192792	0	08/29/2024	\$	(2,931.84)	Posted	Verizon Wireless
Check	192793	0	08/29/2024	\$	(3,938.41)	Posted	Verizon Wireless
DD	0	32441	08/29/2024	\$	(1,364.99)	Posted	Carahsoft Technology Corporation
Check	192801	0	08/29/2024	\$	(2,534.98)	Posted	United Illuminating
DD	0	32443	08/29/2024	\$	(24,289.15)	Posted	Sanitary Equipment Co.
Check	192797	0	08/29/2024	\$	(156.00)	Posted	Housing Authority Risk Retention Group, Inc
Check	192800	0	08/29/2024	\$	(240.00)	Posted	State Of Connecticut
Check	192799	0	08/29/2024	\$	(240.00)	Posted	State Of Connecticut
DD	0	32442	08/29/2024	\$	(13,000.00)	Posted	212 Exchange Street LLC
Check	192795	0	08/29/2024	\$	(75.00)	Posted	City of New Haven
Check	192798	0	08/29/2024	\$	(3,520.00)	Posted	Johnson Controls Inc
Check	192794	0	08/29/2024	\$	(50.00)	Posted	Brandon Mack
Check	192796	0	08/29/2024	\$	(75.00)	Posted	Davina Anderson
Check	192806	0	08/29/2024	\$	(1,243.00)	Posted	Deloris A Watson
Check	192818	0	08/29/2024	\$	(251.00)	Posted	Stephanie Marie Cox
Check	192803	0	08/29/2024	\$	(422.00)	Posted	Angel McPhaul
Check	192807	0	08/29/2024	\$	(150.00)	Posted	Ernestine Barnes
DD	0	32444	08/29/2024	\$	(214.00)	Posted	Glendower Ribicoff Four, LLC
Check	192804	0	08/29/2024	\$	(461.00)	Posted	Caroline Contreras
Check	192816	0	08/29/2024	\$	(440.00)	Posted	Rhodella Woods
Check	192809	0	08/29/2024	\$	(1,896.00)	Posted	Hands On Moving, LLC
Check	192814	0	08/29/2024	\$	(67.00)	Posted	Natalya Troutman
DD	0	32446	08/29/2024	\$	(7,762.12)	Posted	WSP USA Inc.
Check	192802	0	08/29/2024	\$	(201.00)	Posted	Ana Bertha Paredes Obregon
DD	0	32445	08/29/2024	\$	(6,110.00)	Posted	McCarter & English, LLP
Check	192819	0	08/29/2024	\$	(370.00)	Posted	Tashima Snell
Check	192815	0	08/29/2024	\$	(113.00)	Posted	Raven Taylor
Check	192813	0	08/29/2024	\$	(1,453.00)	Posted	MZNH Holdings LLC
Check	192820	0	08/29/2024	\$	(209.00)	Posted	Traci Frasier
Check	192810	0	08/29/2024	\$	(470.00)	Posted	Janida Hernandez
Check	192812	0	08/29/2024	\$	(1,800.00)	Posted	LM Consultants Inc
Check	192817	0	08/29/2024	\$	(157.00)	Posted	Rosayda D Sanchez
Check	192808	0	08/29/2024	\$	(1,750.00)	Posted	Ferdinand Escoffery
Check	192805	0	08/29/2024	\$	(1,270.00)	Posted	Davendra Ramdat
Check	192811	0	08/29/2024	\$	(603.00)	Posted	Keionna Murphy

Total Payments Issued \$(3,813,639.78)

President's Report

To: ECC/HANH Board of Commissioners

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

Date: September 17, 2024

RE: President's September 2024 Report

I. Administrative

Our team continues to work toward our strategic pillars:

- 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
- Cost effective and cost-efficient delivery of services in ways that maximize impact in our community (jobs, contracting, economic development) and
- Spark policy change that creates growth in housing market especially for families in need of affordable housing

We welcome the newest member of our team, our new Senior Vice President of 360 Management, Ms. Claribel Shavers who began work on September 4, 2024. Claribel has been actively engaging team members, getting oriented to ECC and visiting our sites.

The Glendower Team held an incredibly well orchestrated and well attended weeklong community planning charrette as part of our Choice Neighborhood Planning Grant re. Union Square. Thank you to Haley for her leadership and to the entire team who supported. Special thank you to the residents of Robert T. Wolfe and former residents of Church St. South who remain actively engaged in the visioning and planning for their new community.

It is time to collectively bargain our agreements with Local 713 and 818 and the negotiating teams are engaged in fruitful dialogue.

This month's meeting brings request for approval of the FY25 Annual Budget for Elm City Communities. While work on the budget is a full team exercise, my special appreciation goes to Jack, Natalia, Anyikor and the entire Finance Team for the work they do listening to department needs and requests, projecting future funding resources and producing a final budget project that reflects our values and advances our goals.

Additionally, this month, the Board will act upon the news that I have shared re. my upcoming departure from a role that I have held and loved for the past 17 years. I share here the note I sent to my team as I announced my pending departure.

"I write with some news of changes and transitions.

Together, we have made great strides, redeveloped thousands of units, housed thousands of families, created models for others to follow, innovated and advocated and found new and creative ways to use the federal dollar more effectively. Most importantly, we have met families where they are and partnered to help them achieve their goals.

As a team we have weathered many storms, overcome during a global pandemic, reorganized and launched new companies. We have shared each other joys and held each other through moments of grief. You have been my work family for over 17 years.

I am excited about what is to come for ECC and proud of the team that we have built. There will always be new challenges, and I know that we stand ready to meet them.

And now, after 17 years here as part of the Elm City Communities family, I will be moving on. I have notified the Commissioners that I will not be renewing my contract for another term and November 1st will be my last day. This has been one of the hardest decisions to make as I cannot imagine not coming here every day and seeing your faces. But I am clear that this is the right time for me to move on toward other opportunities.

It has been my honor and privilege to work alongside you to advance our mission of providing quality homes that families can afford, in communities of their choice, while providing opportunities for them to reach their goals. I will be proudly cheering you on as you continue the work.

In the coming weeks, the Board of Commissioners will provide further information on transition planning. I will be working closely with them to ensure a smooth transition. I look forward to opportunities to see each of you in the coming weeks. And as always, I wish you the best!"

I look forward to supporting a smooth transition and working with the Board and the team toward that.

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

- No Cost Time Extension to the contract with Nobe Construction Company for snow removal services which expires on March 16, 2025. Extension effective March 17, 2025, thru June 1, 2025
- No Cost Time Extension to the contract with Nobe Construction Company for snow removal services which expires on February 11, 2025. Extension effective February 12, 2025, thru June 1, 2025.
- No Cost Time Extension to the contract with Ace Van & Storage for moving services which expires on October 31, 2024. Extension effective November 1, 2024 thru January 1, 2025.

II. Finance

JULY 2024 YTD Financials

The financial report covers ten months (October 1 through July 31) of data. Total Revenues are \$142,417,626. Total Expenses are \$93,477,472 (including depreciation expense of \$1,537,683). The

excess of revenue over expenses is reduced by \$(43,447,211) capitalized expenditures. Depreciation expense add-back is \$1,537,683. The HANH Net Surplus of \$7,030,626 was as follows:

MTW Programs

Ø Low Income Public Housing

Net surplus is \$441,637 versus a budget net surplus of \$724,959 for an overall unfavorable variance of \$283,322.

Ø Section 8 Housing Choice Voucher

Net deficit \$(1,461,364) versus a budget surplus of \$1,101,815. The unfavorable variance is \$(2,563,178).

Non-MTW Programs

Ø Business Activities showed deficit of \$(102,376) compared with a budgeted deficit of \$(,700,186), resulting in a favorable variance of \$(597,810).

Ø Central Office Cost Center shows a net surplus of \$8,152,729 compared to a budgeted surplus of \$2,019,740 resulting in a favorable variance of \$6,132,988.

Jul-24													
Column1	MTW Budget	MTW Actual	Variance	NON-MTW Budget	NON-MTW Actual	Variance2	ELIMS Budget	ELIMS Actual	Variance3	Total Budget	Total Actual	Total Variance	
70500 TENANT REVENUE	1,487,617	1,653,898	166,281	85,833	173,779	87,945	-	-	-	1,573,450	1,827,677	254,227	
70600 HUD REVENUE	102,744,104	120,101,470	17,357,366	176,919	190,957	(47,486)	-	-	-	102,921,023	120,292,427	17,309,881	
70000 OTHER REVENUE	10,000	741,444	731,444	19,359,209	24,283,337	4,924,128	(9,548,826)	(11,905,091)	(2,356,265)	9,820,383	13,119,689	3,299,306	
71600 GAIN/LOSS ON SALE OF CAPITAL ASSETS	-	7,177,833	7,177,833	-	-	-	-	-	-	-	7,177,833	7,177,833	
70000 TOTAL REVENUE	104,241,720	129,674,645	25,432,925	19,621,961	24,648,072	4,964,588	(9,548,826)	(11,905,091)	(2,356,265)	114,314,856	142,417,626	28,041,247	
91000 OPERATING ADMINISTRATIVE	13,568,017	15,406,182	1,838,165	8,641,696	7,029,912	(1,611,784)	(9,548,826)	(11,905,091)	(2,356,265)	12,660,887	10,531,003	(2,129,885)	
92500 TENANTS SERVICES	175,588	169,057	(6,531)	2,021,115	1,695,908	(325,207)	-	-	-	2,196,703	1,864,965	(331,738)	
93000 UTILITIES	1,185,378	1,228,901	43,523	351,310	277,158	(74,153)	-	-	-	1,536,689	1,506,059	(30,630)	
94000 MAINTENANCE	3,471,349	3,527,687	56,338	672,018	615,035	(56,983)	-	-	-	4,143,367	4,142,722	(645)	
95000 PROTECTIVE SERVICES	205,704	93,475	(112,229)	25,200	16,361	(8,839)	-	-	-	230,904	109,836	(121,068)	
96100 INSURANCE PREMIUMS	678,521	605,589	(72,932)	310,325	288,869	(21,455)	-	-	-	988,845	894,458	(94,387)	
96000 GENERAL EXPENSE	307,469	-	(307,469)	333,333	-	(333,333)	-	-	-	640,803	-	(640,803)	
96200 OTHER	1,518,223	1,599,285	81,062	-	-	-	-	-	-	1,518,223	1,599,285	81,062	
96400 BAD DEBT - TENANTS RENT	-	-	-	-	-	-	-	-	-	-	-	-	
96800 SEVERANCE EXPENSE	-	-	-	7,828,074	7,965,874	137,801	-	-	-	7,828,074	7,965,874	137,801	
96900 TOTAL OPERATING EXPENSES	21,110,249	22,630,175	1,519,926	20,183,072	17,889,118	(2,293,953)	(9,548,826)	(11,905,091)	(2,356,265)	31,744,495	28,614,202	(3,130,293)	
97100 EXTRAORDINARY MAINTENANCE	1,054,583	64,875	(989,708)	20,833	-	(20,833)	-	-	-	1,075,417	64,875	(1,010,542)	
97200 CASUALTY LOSSES - NON CAPITALIZED	-	-	-	-	-	-	-	-	-	-	-	-	
97300 HAP EXPENSE	61,975,890	63,260,713	1,284,822	-	-	-	-	-	-	61,975,890	63,260,713	1,284,822	
97400 DEPRECIATION EXPENSE	914,193	903,969	(10,223)	625,038	633,713	8,675	-	-	-	1,539,231	1,537,683	(1,548)	
90000 OTHER EXPENSES	63,944,666	64,229,557	284,891	645,872	633,713	(12,158)	-	-	-	64,590,538	64,863,270	272,733	
TOTAL EXPENSES	85,054,915	86,859,732	1,804,817	20,828,943	18,522,832	(2,306,112)	(9,548,826)	(11,905,091)	(2,356,265)	96,335,032	93,477,472	(2,857,560)	
10010 Operating Transfer In	814,489	1,374,115	559,626	12,115,891	41,421,532	29,305,641	-	-	-	12,930,379	42,795,647	29,865,267	
10020 Operating Transfer Out	(12,930,379)	(42,795,647)	(29,865,267)	-	-	-	-	-	-	(12,930,379)	(42,795,647)	(29,865,267)	
TOTAL TRANSFER IN/OUT	(12,115,891)	(41,421,532)	(29,305,641)	12,115,891	41,421,532	29,305,641	-	-	-	0	-	(0)	
10000 EXCESS OF REVENUE OVER (UNDER) EXPENSES	7,070,915	1,393,381	(5,677,533)	10,908,909	47,546,772	36,576,340	-	-	-	17,979,823	48,940,154	30,898,807	
RAD/DEV - MTW Fund Expenditures	(6,158,333)	(3,317,078)	2,841,256	(10,214,393)	(40,130,133)	(29,915,741)	-	-	-	(16,372,726)	(43,447,211)	(27,074,485)	
Investment in the financing of affordable housing Dev	-	-	-	-	-	-	-	-	-	-	-	-	
Reserve for interest on N/R	-	-	-	-	-	-	-	-	-	-	-	-	
ADJ FOR DEPRECIATION EXPENSE	914,193	903,969	(10,223)	625,038	633,713	8,675	-	-	-	1,539,231	1,537,683	(1,548)	
350 SURPLUS / (DEFICIT)	1,826,774	(1,019,727)	(2,846,501)	1,319,555	8,050,353	6,669,275	-	-	-	3,146,328	7,030,626	3,822,774	

III. Operations

A. Vacancy Rate

HANH's current occupancy rate for the month for August 95.83%. The agency goal is 96.00%. Attainment of this goal remains one of 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 July 2024 is - 64%. The agency goal is 95%. The team is diligently working to align with our agency goal. We work with residents by offering CED support and repayment plans, prior to taking legal action.

IV. Community and Economic Development (CED) Monthly Report

Participant Spotlight –

S.W. has been an active participant in the CARES program since 2018. Although she has faced multiple setbacks, including periods of unemployment and temporary jobs, Shatara remained determined to achieve her goals. Her primary objectives included securing full-time employment as a Personal Care Assistant (PCA) and obtaining her security guard certification. S.W. was able to save to cover the cost of the training & test. She passed and is now employed as a security guard for Arrow Security Aron INC and working part time as a PCA. Although she faced the challenges she encountered, her persistence reflects her commitment to bettering her future and reaching her personal and professional milestones. Her next goal is to budget plan and to increase savings.

Participant Highlights –

- **D.J.** joined the FSS program in November of 2023. During his first year in the program, DJ has made some remarkable changes with his credit score with it increasing from 697 to 758 as of this month. With the help of his FEC counselor and 1:1 with his FSS Coordinator he has gain insightful information on restoring and maintaining his credit, including having lowered his credit utilization rates below 10%.
- **V.K.**, a CARES participant, reported she was hired by a temp agency for part time work. She continues to work full time and now has decided to hold two jobs. She will begin working with the FEC next month. Her goals consist of paying down debt and increasing savings.
- **A.B.** joined CARES in 2023. He is a single father with one child in high school. A.B. has faced numerous challenges throughout his early adulthood, including a period of incarceration and an accident that has made finding employment difficult. Despite being eligible for CARES exemption, he is determined to better himself, provide more for his son, and become self-sufficient by actively participating in the CARES program. He has several goals he wants to achieve and most recently has applied to the BA program.

ECC Believes/Youth Highlights:

Youth Programs (224) participants

- Bridges of Hope: 58
- SY Green Jobs: 13
- SY Youth Educator Internship: 8
- STEP Students: 9
- Youth Without Limits: 21
- Diaper Bank: 49
- Youth Leadership Council: 6
- Parks and Recreation: 14
- Youth @ Work: 24
- Youth Entrepreneur Program: 11
- Resident Service Youth Volunteer Program: 11

Highlights

- Youth End of Work Celebration- 17 youth participated in an Youth Employment Celebration. This summer, ECC/HANH were employed with Solar Youth, RSYVP, Youth @ Work and STEP. Youth shared things they've learned from their work experience and earning money. CAHS joined us and lead a discussion on financial wellness.

- Bridges of Hope Registration and Back to School Fair with backpacks and school supplies were distributed to youth.
- Solar Youth Summer Camp hosted a Family Fun Day for all ECC/HANH youth camp participants at Barnard Magnet School with games and activities for youth, a talent show and food. Additionally, they hosted a Teach-Back event where youth shared what they've learned and experienced throughout summer camp to their peers and families and also included performances, a clothing drive, a lemonade stand, and snacks.
- Over 572 residents attended the CED Family Fun Day events at Eastview Terrace and 295 Wilmot Road.

V. Planning and Modernization

HUD Emergency Safety and Security Grant:

ECC was awarded \$250,000 for Emergency Safety and Security 2023 to address security upgrades at Essex Townhouses, a family development with 35 apartments. We are replacing an antiquated camera system and repairing damaged access control gates. Work is near completion and the anticipated closeout is September 2024.

HUD Housing Related Hazards 2020

ECC was awarded a \$3,999,993 Housing Related Hazards grant to address the following Hazards at Scattered Sites, Essex, Crawford Manor, Wolfe: Smoke and Carbon monoxide, Radon, Mold and Vermin (high-rise buildings). Smoke and carbon monoxide detector installation tasks began in August 2024. Current obligation of funds is at 91% and expenditure of funds at 51%.

HUD Lead Grant 2020--ECC was awarded \$3,700,000 for lead abatement.

Group D: 21 houses in the Scattered Sites East portfolio contract awarded. Construction completed in 9 houses. Obligated 100% of the \$3,700,000 and have expended 58% of the 2020 lead grant funding.

P&M Projects

- **Essex Fire Units and Miscellaneous Development-wide upgrades:** Scope of work is replacement of basement access doors and foundation repair to stop water infiltration/mold, renovation of 2 fire-damaged units, including the siding on 4 apartments, and necessary repairs to front stoops for code compliance, and to carports for removal of asbestos and mold. Bid solicitation issued with bids due September 13, 2024.

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.
- Development completed and leased.
-

§ **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.
- Development completed and leased.
- 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.
- Development completed and leased. Conversion to permanent financing completed on June 6, 2024.

§ **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 current plan is to resubmit an application under the CHFA 2024 9% LIHTC round (due January, 2025).
- Anticipated closing in 1st quarter of 2026.

§ **RAD Portfolio Award**

- The Authority received a portfolio award, inclusive of 12 developments, with 11 being completed and detailed herein:
 - **Completed Developments Group I: Motley, Bush, Harvey and Newhall Garden; Group IIA: Waverly and Stanley Justice and Fulton Park; Group III: McQueeney, and Celentano; Group IV: Ruoppolo and Fairmont.**
 - **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 of existing buildings began on January 6, 2023.
 - Demolition of all buildings was completed in March 2023
 - Construction of the new buildings began in May 2023. Construction to be completed by April 2024.
 - To date 16 units has been completed and leased.
 - Final construction completion other than minor site work and finishing items was completed in June 2024.
 - Ribbon-cutting held on June 28, 2024.
 - Conversion to permanent financing targeted for 4th quarter 2024.

§ **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.
- 92 total units, 66 rehab 26 new construction.
- Closing completed on November 28, 2023.
- Construction began on December 8, 2023.
- Construction to be completed by March 2025.
- Construction is ongoing,

§ **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.
- Phase includes the rehab of 130 units, 104 RAD units, and 26 to be market rate.
- Closing completed on November 20, 2023.
- Construction began on December 8, 2023.
- Construction to be completed by May 2025.
- Construction is ongoing.

§ **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 a future DOH DEP round.
- RAD project will be expanded to 128 units pending completion of P and M special lead paint and radon grants (such grants cannot be used on properties with CHAPs).
- Anticipated closing in 4th quarter of 2025.

§ **34 Level Street/The Heights at Westrock**

- Submitted a HUD Section 202 Supportive Housing for the Elderly application to HUD in January 2023.
- HUD awarded the 202 grant and associated rental subsidy in October 2023.
- The development includes 50 supportive housing units.
- DECD Brownfields award of \$999,000 received in June 2023 to assist in clean up and removal of former nursing home.
- Closing anticipated to be in the 2nd quarter of 2025.

§ **St Luke's Apartments, Whalley Ave.**

- Partnering to take over a struggling pre-development project being managed by St. Lukes Development Corp.
- Submitted a CIF application on June 30, 2023 and awarded \$7MM in CIF funds that consists of \$6MM for new construction and \$1MM for the City of New Haven infrastructure.
- State DOH engagement pre-application submitted May 2024.
- The development includes up to 54 housing units, including 8 market units
- Architectural Plans being reviewed to identify cost-saving methods.
- Closing anticipated to be in the 4th quarter of 2024.

§ **Newhallville Development, 201 Hazel Street**

- Partnering to redevelop a currently vacant site managed by Newhallville Development Corp.
- The development includes up to 60 affordable units.
- It is anticipated that funding for the final Newhallville on-site phase consisting of approximately 60 units will be submitted under the 9% LIHTC CHFA round in 2025.

§ **Union Square/Robert T. Wolfe & Former Church Street South**

- The Authority submitted a Choice Neighborhood Planning Grant application in April 2023 to complete the redevelopment of Robert T. Wolfe site and was awarded. – Notice of Award occurred on September 15, 2023.
- The Authority issued an RFQ for a Master Planner for Union Square and selected a team composed of Torti Gallas Planners and Ken Boroson Architects.
- The planning team has begun scheduling the necessary steps to prepare for the first application for on-site redevelopment.

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

FROM: Karen DuBois-Walton, President/Executive Director

RE: Resolution authorizing the FY2025 (October 1, 2024 – September 30, 2025) Elm City Communities Agency-Wide Budget

ACTION: Recommend that the Board of Commissioners adopt Resolution **#09-51/24-R**

TIMING: Immediately

DISCUSSION: Elm City Communities (ECC) performs a budget process each year. The ECC Budget includes anticipated spending for both the Moving to Work (MTW) block grant and non-MTW programs as follows:

MTW includes Low Income Public Housing Program (LIPH), Housing Choice Voucher (HCV) program and Veterans Affairs Supportive Housing (VASH) Voucher Program and Capital Fund Program (CFP).

Non-MTW includes Family Self-Sufficiency (FSS, ROSS, Mobility Grant, Choice Neighborhood Planning Grant, Business Activities and the Central Office Cost Center (COCC).

ECC's Budget also includes two discretely presented component units – Glendower and 360 Management. However, it does not include the tax credit and redeveloped sites, in which ECC has a negligible to no ownership. The tax credit properties, such as Eastview Terrace, Fair Haven, RAD Group I, etc. are separate legal entities from ECC and have separate budgets, different approval process, and are on a different budget cycle than ECC.

The ECC Budget Summary for FY 2025 is as follows:

HANH	LIPH	\$11,468,600
	HCV	\$107,157,931
	CFP	\$9,712,467
	Non-MTW	\$28,418,114
	Mgmt Fees / Expenses	(\$11,618,780)
HANH	Subtotal	\$145,138,331
Glendower	Operating	\$2,543,395
360 Management	Operating	\$5,543,744
	Mgmt Fees/Expenses for Glendower & 360 Mgmt	(733,935)
Grand Total		\$152,491,535

The FY 2025 Budgets for the Housing Authority of New Haven (HANH) are show a surplus of \$3,605,625 (an excess of revenues over expenses). Included in the budgeted expenses are the following assumptions:

- No additional LIPH units to RAD during fiscal 2025.
 - Public Housing inventory will remain at 496 units managed by ECC and 307 public housing units managed by the third parties for a total of 803 units.
 - 360 Mgmt is operating 1,764 units after the transfer 357 units from Michaels during fy2025.
 - A total of 280 RAD units is managed by Third Parties.
- The Low-Income Public Housing (LIPH) operating subsidies of \$9,546,676 are calculated based on 803 units (excluding 17 units of Val Macri) with the assumption of 85.0% proration factor. As required by the U.S. Department of Housing and Urban Development (HUD), project-based budgets by the Asset Management Projects (AMPs) are included in the FY 2025 Budget detail.
- Housing Choice Voucher (HCV) revenue is estimated in the amount of \$107,157,931 with the assumption of 97.5% proration factor – HAP of \$97,620,875 and Administrative Fee of \$9,537,056. The budget includes HCV lease up projections by month. Housing Assistance Payments are projected to be \$84,316,942 for a fy2025 for an average of 5,987 units. This meets the HUD 90% target lease-up recommendation.
- The Capital Fund Program is budgeted for \$9712,467 which includes debt service payments and capital improvements for various public housing sites.

5. A total of \$10,407,361 is funded from the MTW HCF Funds for development activities. Some of the larger projects include:
 - Westville Manor - \$1,879,281
 - McConaughy 9% - 1,576,948
 - New Property Acquisitions - \$2,000,000
 - 34 Level Street - \$1,000,000
 - Clock Factory Pre-development - \$1,000,000
 - State & George Street Pre-development - \$1,000,000
6. Central Office Cost Center (COCC) includes the Executive Office, Legal, Asset Management, Finance, Human Resources, Information Technology, Planning & Modernization, Central Operations and Community & Economic Development (CED).
 - COCC has total revenue of \$15,634,869, which includes the earned management fee from various programs totaling \$12,412,521.
 - The COCC receives a transfer of \$1,677,812 to cover the cost of CED expenses.
 - Total operating expenses are \$13,863,277 (including depreciation expense of \$577,178) yielding a projected surplus of \$4,026,581 after adding back depreciation expense.
7. The above Agency-Wide budgets include two discretely presented component units – Glendower and 360 Management.
 - Glendower is projected with a total revenue of \$2,543,395 which includes developer fees of \$2,251,395 in fy2025; total expenses are \$2,862,124, which yields a deficit of \$318,729.
 - 360 Management submitted a balanced budget with expenses and revenues both totaling \$5,543,744 after accounting for a \$220,456 loan from HANH to help fund start up operations for 360.

FISCAL IMPACT: \$152,491,535

SOURCE OF FUNDS: FY2025 Operating Budgets

STAFF: John Rafferty
Senior VP Finance, IT & Administration

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION #09-51/24-R

RESOLUTION AUTHORIZING THE FY2025 (OCTOBER 1, 2024 – SEPTEMBER 30, 2025) ELM CITY
COMMUNITIES AGENCY-WIDE BUDGET

WHEREAS, the Housing Authority of the City of New Haven (HANH) prepared a budget for fiscal year 2025 (October 1, 2024 – September 30, 2025); and

WHEREAS, this budget projects revenues of \$152,491,535 including HANH for \$145,138,331 and two discretely presented component units (Glendower and 360 Management) for \$7,353,204; and

WHEREAS, this budget covers \$10,407,361 to leverage the RAD and development projects; and

WHEREAS, these items result in a surplus of \$3,605,625 for HANH in FY 2025 and yield a projected deficit \$318,729 for Glendower

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

1. The Fiscal Year 2025 Annual Budget for the year ending September 30, 2025 is hereby approved; and
2. The President be and hereby is authorized, empowered and directed to execute and deliver such documents, instruments and agreements necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, or necessary related thereto; 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 September 17, 2025.

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

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

ELM CITY COMMUNITIES
SOURCES USES OF FUNDS - BUDGET
FY 2025

FDS - Budget	AMPS	LIPH Grant	LIPH	HCV Admin	HCV HAP	Total HCV	MTW CFP	MTW	Family Self-Sufficiency
703000- Net Tenant Revenue	1,947,120		1,947,120			-		1,947,120	
Tenant Revenue Other	(98,196)	60,000	(38,196)			-		(38,196)	
70500 Total Tenant Revenue	1,848,924	60,000	1,908,924	-	-	-	-	1,908,924	-
70600-010 Housing assistance payments			-		97,620,875	97,620,875		97,620,875	
70600-020 Administrative fees earned			-	9,537,056		9,537,056		9,537,056	
70600 HUD Operating Grants	5,185,081	4,361,595	9,546,676			-	-	9,546,676	235,448
70600 Total Operating Grants	5,185,081	4,361,595	9,546,676	9,537,056	97,620,875	107,157,931	-	116,704,607	235,448
70610 Capital Grants			-			-	9,712,467	9,712,467	
70710 Management Fees			-			-		-	
70800 Other Government Grants			-			-		-	
71100 Investment Income- Unrestricted			-			-		-	
71500 Other Revenue	13,000		13,000			-		13,000	
71600 Gain or Loss on Sale of Capital Assets	-		-			-		-	
70000 Total Revenue	7,047,005	4,421,595	11,468,600	9,537,056	97,620,875	107,157,931	9,712,467	128,338,997	235,448
91000-91900 Administrative	782,753	167,914	950,667	3,956,539	-	3,956,539	375,000	5,282,206	-
91300 Management Fees-Other	429,666	436,160	865,825	953,706	9,762,088	10,715,793		11,581,619	
92100-92500 Tenant Services	245,122		245,122			-		245,122	235,448
93100-93600 Utilities	1,380,040		1,380,040	-	-	-		1,380,040	
93800 Utility Other			-	-		-		-	
94100-94500 Maintenance & Operations	3,852,077	726,724	4,578,801			-		4,578,801	
95000-95500 Protective Services	163,975		163,975			-		163,975	
96110- 96140 Insurance Premiums	702,196	50,137	752,333	152,336	-	152,336		904,669	
96800 Other General Expenses	1,746,413		1,746,413	-	-	-	374,238	2,120,651	
96700 - 96730 Interest Expense & Amortization Cost			-			-		-	
96800 Severence Expenses			-			-		-	
96900 Total Operating Expenses	9,302,242	1,380,935	10,683,177	5,062,581	9,762,088	14,824,668	749,238	26,257,083	235,448
97100 Extraordinary Maintenance	1,000,000		1,000,000	-		-	-	1,000,000	
97200 Casualty Loss - non-caplitalized			-			-		-	
97300 Housing Assistance Payments			-		84,316,942	84,316,942		84,316,942	
97400 Depreciation Expense	1,239,331		1,239,331	2,425		2,425		1,241,757	
90000 Total Expenses	11,541,574	1,380,935	12,922,508	5,065,006	94,079,029	99,144,035	749,238	112,815,781	235,448
Revenue Over (Under) Exp before Transfers In/Out	(4,494,569)	3,040,661	(1,453,908)	4,472,050	3,541,846	8,013,896	8,963,229	15,523,216	-
RAD/DEV/CFP - MTW Fund Expenditure	-	-	-		-	-	(8,963,229)	(8,963,229)	-
10010 Operating Transfer In	245,122		245,122	-		-	-	245,122	-
10020 Operating Transfer Out			-	(12,722,936)		(12,722,936)	-	(12,722,936)	-
10000 Excess of Revenue Over (Under) Expenses	(4,249,447)	3,040,661	(1,208,786)	(8,250,886)	3,541,846	(4,709,040)	-	(5,917,827)	-
Adj for Depreciation Expense	1,239,331	-	1,239,331	2,425	-	2,425	-	1,241,757	-
Funded by Agency Reserves/Earned Developer's Fee				4,706,615		4,706,615		4,706,615	
350 (Surplus) / Deficit	(3,010,116)	3,040,661	30,545	(3,541,846)	3,541,846	(0)	-	30,545	-

ELM CITY COMMUNITIES
SOURCES USES OF FUNDS - BUDGET
FY 2025

FDS - Budget	ROSS	Mobility	Choice Neighborho od	Business Activity	COCC	Non-MTW	Eliminations	TOTAL HANH	Glendower	360 Management	Eliminations	GRAND TOTAL
703000- Net Tenant Revenue				332,640		332,640		2,279,760	-			2,279,760
Tenant Revenue Other						-		(38,196)				(38,196)
70500 Total Tenant Revenue	-			332,640	-	332,640	-	2,241,564	-		-	2,241,564
70600-010 Housing assistance payments						-		97,620,875				97,620,875
70600-020 Administrative fees earned						-		9,537,056				9,537,056
70600 HUD Operating Grants	80,314			-	-	315,762		9,862,437				9,862,437
70600 Total Operating Grants	80,314	-		-	-	315,762	-	117,020,368	-	-	-	117,020,368
70610 Capital Grants						-		9,712,467		-		9,712,467
70710 Management Fees					12,412,521	12,412,521	(11,618,780)	793,741.28		1,393,383	(733,935)	1,453,189
70800 Other Government Grants		485,000	250,000			735,000		735,000		220,456		955,456
71100 Investment Income- Unrestricted				11,399,843	2,500,000	13,899,843		13,899,843	85,000			13,984,843
71500 Other Revenue				-	722,348	722,348		735,348	2,458,395	3,929,905		7,123,648
71600 Gain or Loss on Sale of Capital Assets					-	-		-				-
70000 Total Revenue	80,314	485,000	250,000	11,732,483	15,634,869	28,418,114	(11,618,780)	145,138,331	2,543,395	5,543,744	(733,935)	152,491,535
91000-91900 Administrative	-	485,000	125,000	254,373	10,543,021	11,407,395		16,689,601	2,457,714	4,956,373		24,103,688
91300 Management Fees-Other					37,161	37,161	(11,618,780)	-	260,193	473,742	(733,935)	-
92100-92500 Tenant Services	80,314			163,180	1,965,308	2,444,250		2,689,372				2,689,372
93100-93600 Utilities				250,298	109,000	359,298		1,739,339				1,739,339
93800 Utility Other						-		-				-
94100-94500 Maintenance & Operations				520,164	261,049	781,214		5,360,014	7,350			5,367,364
95000-95500 Protective Services				16,240	17,000	33,240		197,215				197,215
96110- 96140 Insurance Premiums				77,526	353,560	431,086		1,335,755	131,717	113,629		1,581,101
96800 Other General Expenses					-	-		2,120,651	5,150			2,125,801
96700 - 96730 Interest Expense & Amortization Cost				11,394,843		11,394,843		11,394,843				11,394,843
96800 Severence Expenses	-					-		-				-
96900 Total Operating Expenses	80,314	485,000	125,000	12,676,625	13,286,100	26,888,486	(11,618,780)	41,526,789	2,862,124	5,543,744	(733,935)	49,198,722
97100 Extraordinary Maintenance				25,000	-	25,000		1,025,000	-			1,025,000
97200 Casualty Loss - non-caplitalized					-	-		-				-
97300 Housing Assistance Payments				-	-	-		84,316,942				84,316,942
97400 Depreciation Expense				234,823	577,178	812,000		2,053,757				2,053,757
90000 Total Expenses	80,314	485,000	125,000	12,936,448	13,863,277	27,725,486	(11,618,780)	128,922,488	2,862,124	5,543,744	(733,935)	136,594,421
Revenue Over (Under) Exp before Transfers In/Out	-	-	125,000	(1,203,965)	1,771,592	692,627	-	16,215,843	(318,729)	0	-	15,897,114
RAD/DEV/CFP - MTW Fund Expenditure	-		-	(10,407,361)		(10,407,361)		(19,370,590)	-	-	-	(19,370,590)
10010 Operating Transfer In	-			10,925,002	1,677,812	12,602,814	-	12,847,936	-	-	-	12,847,936
10020 Operating Transfer Out	-		(125,000)			(125,000)		(12,847,936)	-	-	-	(12,847,936)
10000 Excess of Revenue Over (Under) Expenses	-		-	(686,324)	3,449,404	2,763,080	-	(3,154,747)	(318,729)	0	-	(3,473,476)
Adj for Depreciation Expense	-			234,823	577,178	812,000	-	2,053,757	-	-	-	2,053,757
Funded by Agency Reserves/Earned Developer's Fee						-		4,706,615	-			4,706,615
350 (Surplus) / Deficit	-	-	-	(451,501)	4,026,581	3,575,080	-	3,605,625	(318,729)	0	-	3,286,896

MEMORANDUM

TO: Board of Commissioners

DATE: September 17th, 2024

FROM: Karen Dubois-Walton, Executive Director

RE: Approval Of A Contract For Audit And Tax Services With Marcum, LLP For A Period Of Five Years Beginning October 16, 2024, And Ending October 15, 2029, In An Amount Not To Exceed \$3,400,000

ACTION: Recommend that the Board of Commissioners adopt Resolution # **09-52/24-R**

TIMING: Upon Approval of the Board of Commissioners

DISCUSSION: ECC/HANH has determined a need for Audit and Tax Services. ECC/HANH conducted a competitive procurement to identify a contractor to provide these needed services. On May 29, 2024, ECC/HANH released RFP AD-24-RFP-929. Responses were due on June 24, 2024. To ensure fair competition, ECC/HANH contacted vendors to make them aware of the RFP. ECC/HANH received responses from the following: Emerge Accounting CPA, PC and Marcum, LLP. The evaluation team met on July 16, 2024 to evaluate the submitted proposals. Respondents receiving a favorable score were invited to a Best and Final Offer meeting. A Best and Final Offer meeting to interview each respondent and negotiate costs was held on September 9, 2024. Best and Final Offers were submitted on September 9, 2024.

Upon completion of the review and evaluations of proposals, it was deemed by the Evaluation Committee that Marcum, LLP had submitted the most responsive proposal and award of the contract for Audit and Tax Services to Marcum, LLP is recommended for a period of Five Years in an amount not to exceed \$3,400,000

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 staff is recommending that the Board of Commissioners approve the contract award to Marcum, LLP for Audit and Tax Services for a period of Five Years for a contract amount not to exceed \$3,400,000.

FISCAL IMPACT: \$3,400,000 in Operating Funds available

STAFF: John Rafferty, Senior VP Finance, IT & Administration

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION 09-52/24-R

Approval Of A Contract For Audit And Tax Services With Marcum, LLP For A Period Of Five Years Beginning October 16, 2024, And Ending October 15, 2029, In An Amount Not To Exceed \$3,400,000

WHEREAS, ECC/HANH has determined a need for Audit and Tax Services; and

WHEREAS, on May 29, 2024, ECC/HANH released RFP AD-24-RFP-929 with a deadline of June 24, 2024, to secure a contract for provisions of these services going forward; and

WHEREAS, to ensure fair competition ECC/HANH contacted providers to make them aware of the RFP; and

WHEREAS, ECC/HANH received responses from the following: Emerge Accounting CPA, PC and Marcum, LLP; and

WHEREAS, ECC/HANH's evaluation team met on July 16, 2024 to evaluate the submitted proposals; and

WHEREAS, a best and final offer meeting to interview each respondent and negotiate costs, was held on September 9, 2024; and

WHEREAS, bidders submitted their proposals on June 24, 2024; and

WHEREAS, upon completion of review and evaluations of submitted proposals, it was deemed that Marcum, LLP submitted the most responsive proposal; and

WHEREAS, ECC/HANH recommends award of the contract for Audit and Tax Services to Marcum, LLP for a period of Five Years in an amount not to exceed \$3,400,000.

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

1. ECC/HANH staff is now recommending that the Board of Commissioners authorize the contract for Audit and Tax Services with Marcum, LLP for five years beginning October 16, 2024 and ending October 15, 2029 with a total contract amount not to exceed \$3,400,000 with option(s) to renew.
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 September 17, 2024.

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

Date

REVIEWED:

McCarter & English, LLP General Counsel

By: _____

Rolan Joni Young, Esq, Esq

A Partner

FISCAL YEARS 2024-2028 PRICE PROPOSAL

At Marcum, our goal is to minimize the costs of our services while adhering to the highest level of professional standards. Our mission as a professional services firm is to maximize the value of the services we provide to our clients by maintain a high level of efficiency without compromising quality.

Total All-Inclusive Maximum Price

The summary of our proposed annual auditing fees is shown below.

Service	2024	2025	2026	2027	2028
New Haven Housing	\$ 60,000	\$ 63,000	\$ 66,200	\$ 69,500	\$ 73,000
Glendower Group, Inc.	38,000	39,900	41,900	44,000	46,200
360 Management, Inc.	16,000	16,800	17,600	18,500	19,400
Glendower Group, Inc. – Tax	6,400	6,700	7,000	7,400	7,800
360 Management, Inc. – Tax	3,200	3,400	3,600	3,800	4,000
ECC Group I RAD, LLC	16,400	17,200	18,100	19,000	20,000
ECC Group II RAD, LLC	16,400	17,200	18,100	19,000	20,000
ECC Group III RAD, LLC	16,400	17,200	18,100	19,000	20,000
ECC Group IV RAD, LLC	16,400	17,200	18,100	19,000	20,000
ECC Group 2A RAD, LLC	16,400	17,200	18,100	19,000	20,000
Eastview Terrace, LLC	16,400	17,200	18,100	19,000	20,000
Glendower Ribicoff, LLC	16,400	17,200	18,100	19,000	20,000
Glendower Ribicoff Four, LLC	16,400	17,200	18,100	19,000	20,000
Glendower Wilmot Road Residential, LLC	16,400	17,200	18,100	19,000	20,000
Glendower Fair Haven, LLC	16,400	17,200	18,100	19,000	20,000
Glendower Farnam Courts I, LLC	16,400	17,200	18,100	19,000	20,000
Glendower Farnam Courts II 4%, LLC	16,400	17,200	18,100	19,000	20,000
Glendower Farnam Courts II 9%, LLC	16,400	17,200	18,100	19,000	20,000
Glendower McConaughy Terrace 4%, LLC	16,400	17,200	18,100	19,000	20,000
Glendower McConaughy Terrace 9%, LLC	16,400	17,200	18,100	19,000	20,000
	\$ 369,600	\$ 387,800	\$ 407,800	\$ 428,200	\$ 450,400
As Needed / To Be Determined:					
TBD - GP & LP Tax Return	4,000	4,200	4,400	4,600	4,800
TBD - 10% Test	10,000	10,500	11,000	11,600	12,200
TBD - 95/5 & 50% Test	10,000	10,500	11,000	11,600	12,200
TBD - cost certification	24,000	25,200	26,500	27,800	29,200
Estimated 3 times per year	144,000	151,200	158,700	166,800	175,200
Total	\$ 513,600	\$ 539,000	\$ 566,500	\$ 595,000	\$ 625,600

Estimate of Total Marcum Contract Costs
For the Five Year Period FY24-FY28

	<u>fy24</u>	<u>fy25</u>	<u>fy26</u>	<u>fy27</u>	<u>fy28</u>
base audit	369,600.00	387,800.00	407,800.00	428,200.00	450,400.00
variables - 3times/year	144,000.00	151,200.00	158,700.00	166,800.00	175,200.00
New Audits					
Rockview & Brookside	-	68,800.00	72,400.00	76,000.00	80,000.00
St Lukes			18,100.00	19,000.00	20,000.00
34 Level St			18,100.00	19,000.00	20,000.00
Clock Factory				19,000.00	20,000.00
Hazel Street				19,000.00	20,000.00
Westville PH1				19,000.00	20,000.00
Westville PH2				1,900.00	20,000.00
	513,600.00	607,800.00	675,100.00	767,900.00	825,600.00

3,390,000.00

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

FROM: Karen DuBois-Walton, President/Executive Director

RE: RESOLUTION AUTHORIZING THE CONTRACT WITH THE HOUSING AUTHORITY INSURANCE GROUP FOR THE AUTHORITY'S GENERAL LIABILITY, PUBLIC OFFICIALS, AND AUTO INSURANCES IN THE AMOUNT NOT TO EXCEED OF \$527,070 FOR THE PERIOD COMMENCING OCTOBER 6, 2024 AND ENDING OCTOBER 6, 2025

ACTION: Recommend that the Board of Commissioners Adopt Resolution # **09-53/24-R**

TIMING: Immediately

DISCUSSION: HUD regulations waive the bidding requirements when a housing authority joins the Housing Authority Risk Retention Group (HARRG) which is a part of the Housing Authority Insurance Group (HAIG). HANH is a long-time member of HARRG. HANH received quotes from HAIG, and Travelers Insurance Company through HAIG for the renewal of various insurance policies - General Liability, Public Official, and Automobile.

After reviewing the proposals, HANH has decided to use HAIG for general liability coverage which includes terrorism, mold, as well as a few other additional coverages, as well as automobile liability coverage. The deductible and coverage details are outline below:

- General Liability/Public Officials – Limit \$10M with a max \$50K deductible at an annual premium of \$ 220,769. There is a reduction in the renewal rate as account performance continues to improve. The renewal rate has been reduced by approximately 8%.
- Auto – Limit of \$10M with a \$1K deductible at an annual premium of \$306,301, a 14.5% increase over fiscal 2024.

HANH is requesting Board approval of the contracts with HAIG in the amount of \$527,070 for coverages beginning October 6, 2024 through October 6, 2025.

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.

FISCAL IMPACT: \$ 527,070

SOURCE OF FUNDS: Operating Budget

STAFF: John Rafferty, Senior VP Finance, IT & Administration

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION #09-53/24-R

RESOLUTION AUTHORIZING INSURANCE CONTRACT WITH HOUSING AUTHORITY INSURANCE GROUP FOR THE AUTHORITY'S GENERAL LIABILITY, AUTO AND PUBLIC OFFICIALS INSURANCE THROUGH THE HOUSING AUTHORITY INSURANCE GROUP IN THE AMOUNT NOT EXCEEDING \$527,070 FOR THE PERIOD COMMENCING OCTOBER 6, 2024 AND ENDING OCTOBER 6, 2025

WHEREAS, HUD's regulations, waive the bidding requirements when a housing authority joins the Housing Authority Risk Retention Group; and

WHEREAS, Housing Authority Insurance Group has proposed to provide renewal coverage for General Liability, Auto and Public Officials insurance for HANH for the period October 6, 2024 through October 6, 2025 at a total not to exceed cost of \$527,070; and

WHEREAS, the Housing Authority Insurance Group's proposal was reviewed by staff and determined to meet HANH's minimum insurance requirements

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

1. The award of a contract in an amount not to exceed \$527,070 for the period of October 6, 2024 through October 6, 2025 to The Housing Authority Insurance Group for the Commercial Liability and Auto Liability Insurance be and hereby is authorized and directed, including the expenditure of such amounts as set forth in this Resolution; and
2. The Executive Director be and hereby is authorized, empowered and directed to execute and deliver such documents, instruments and agreements necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, or necessary related thereto; 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 September 19, 2024.

Karen DuBois-Walton, Ph. D.
Secretary/Executive Director

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Property policy

Effective Oct. 6

2024	291,466.00
2025	227,343.00
	22.00%

Auto Policy

Effective Oct. 6

2024	267,462.00	66 vehicles
2025	306,301.00	68 vehicles
	114.52%	

General Liability/Public C

Effective Oct. 6

2024	243,342.00
2025	220,769.00
	9.28%

Officials

;

Cyber Liability

Effective July 14

2024 43,065.00

2025 43,065.00

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

FROM: Karen DuBois-Walton, President/Executive Director

RE: RESOLUTION AUTHORIZING THE CONTRACT WITH THE HOUSING AUTHORITY INSURANCE GROUP FOR THE AUTHORITY'S COMMERCIAL PROPERTY INSURANCE IN THE AMOUNT NOT TO EXCEED OF \$227,343 FOR THE PERIOD COMMENCING OCTOBER 6, 2024 AND ENDING OCTOBER 6, 2025

ACTION: Recommend that the Board of Commissioners adopt Resolution #09-54/24-R

TIMING: Immediately

DISCUSSION: HUD regulations waive the bidding requirements when a housing authority joins the Housing Authority Risk Retention Group (HARRG) which is a part of the Housing Authority Insurance Group (HAIG). HANH is a long-time member of HARRG.

HANH received quotes from HAIG for Comprehensive Commercial Property Insurance. For 2025, HAIG has offered coverage with a \$50,000 deductible and up to a \$100,000,000 loss limit depending on the type of coverage for a \$227,343 premium. There is a slight increase of building values (2.5%) to better reflect replacement cost and rate increase of 4.2%. Flood coverage remains at \$250,000 with a \$25,000 deductible.

HANH is requesting the Board to authorize the Contract with Housing Authority Insurance Group in the amount of \$227,343 beginning October 6, 2024 through October 6, 2025.

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.

FISCAL IMPACT: \$ 227,343

SOURCE OF FUNDS: Operating Budget

STAFF: John Rafferty, Senior VP Finance, IT & Administration

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION #09-54/24-R

RESOLUTION AUTHORIZING THE CONTRACT WITH THE HOUSING AUTHORITY INSURANCE GROUP FOR THE AUTHORITY'S COMMERCIAL PROPERTY INSURANCE IN THE AMOUNT NOT TO EXCEED OF \$227,343 FOR THE PERIOD COMMENCING OCTOBER 6, 2024 AND ENDING OCTOBER 6, 2025

WHEREAS, HUD's regulations, waive the bidding requirements when a housing authority joins the Housing Authority Risk Retention Group; and

WHEREAS, the Housing Authority Insurance Group, has proposed to provide property insurance coverage for HANH for the period October 6, 2024 through October 6, 2025 at a total not to exceed amount of \$227,343; and

WHEREAS, the Housing Authority Insurance Group's proposal was reviewed by staff and determined to meet HANH's minimum insurance requirements; and

WHEREAS, HANH is requesting approval of the insurance contract with Housing Authority Insurance Group for the Authority's Commercial Property Insurance in the amount of \$227,343 effective October 6, 2024 through October 6, 2025.

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

1. The award of a contract in an amount not to exceed \$227,343 for the period of October 6, 2024 through October 6, 2025 to The Housing Authority Insurance Group for the Commercial Property Insurance be and hereby is authorized and directed, including the expenditure of such amounts as set forth in this Resolution; and
2. The Executive Director be and hereby is authorized, empowered and directed to execute and deliver such documents, instruments and agreements necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, or necessary related thereto; 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 September 17th, 2024.

Karen DuBois-Walton, Ph. D.
Secretary/Executive Director

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Property policy

Effective Oct. 6

2024	291,466.00
2025	227,343.00
	22.00%

Auto Policy

Effective Oct. 6

2024	267,462.00	66 vehicles
2025	306,301.00	68 vehicles
	114.52%	

General Liability/Public C

Effective Oct. 6

2024	243,342.00
2025	220,769.00
	9.28%

Officials

;

Cyber Liability

Effective July 14

2024 43,065.00

2025 43,065.00

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

FROM: Karen DuBois-Walton, President/Executive Director

RE: RESOLUTION TO APPOINT ARTHUR THOMAS TO THE BOARD OF DIRECTORS OF THE GLENDOWER GROUP, INC., AN INSTRUMENTALITY OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

ACTION: Recommend that the Board of Commissioners adopt Resolution #09-55/24-R

TIMING: Immediately

DISCUSSION: The Glendower Group, Inc. ("Glendower") is a non-profit instrumentality of the Authority whose purpose is to undertake certain development activities beneficial to the Authority, Authority residents, and residents of the City of New Haven.

Section 3.1 of the Bylaws of The Glendower Group, Inc. ("Glendower"), an instrumentality of the Authority, provides that at all times at least 2/3 of the members of the Glendower Board shall be appointed by the HANH Board of Commissioners. The Glendower Bylaws further provide that the Executive Director of HANH, who must always be a member of the Glendower Board of Directors, shall not be counted as one of the 2/3 members appointed by the Board of Commissioners. Pursuant to Glendower's bylaws, the term of a Board of Director is three (3) years.

The Board of Commissioners has determined that it is in the best interests of the Authority to re-appoint Arthur Thomas to the Board of Directors of Glendower, for a three (3) year term.

FISCAL IMPACT: None

SOURCE OF FUNDS: Not applicable

STAFF: Edward LaChance, Vice President of Development

**ELM CITY COMMUNITIES
Housing Authority of the City of New Haven**

RESOLUTION #09-55/24-R

RESOLUTION TO APPOINT ARTHUR THOMAS TO THE BOARD OF DIRECTORS OF THE GLENDOWER GROUP, INC., AN INSTRUMENTALITY OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

WHEREAS, The Glendower Group, Inc. ("Glendower") is a non-profit instrumentality of the Housing Authority of the City of New Haven, whose purpose is to undertake certain development activities beneficial to the Authority, Authority residents, and residents of the City of New Haven; and

WHEREAS, the organizational documents of Glendower require that a majority of the members of the Board of Directors be appointed by the Board of Commissioners of the Authority; and

WHEREAS, pursuant to Glendower's bylaws, the term set for serving as a Board of Director is three (3) years; and

WHEREAS, the Board of Commissioners has determined that it is in the best interests of the Authority to re-appoint Arthur Thomas to the Board of Directors of Glendower for a three (3) year term.

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 hereby appoints Arthur Thomas to the Board of Directors of The Glendower Group, Inc.; and
 2. To the extent that The Glendower Group, Inc., has already appointed Arthur Thomas to its Board of Directors this resolution shall have the effect of ratifying, confirming and, to the extent necessary, making such appointment an appointment of the Housing Authority of the City of New Haven such that such appointment shall be counted, for purposes of the Bylaws of The Glendower Group, Inc., as an appointment of the Authority; and
 3. The Glendower Group, Inc., is hereby authorized, empowered and directed to assign such appointee to serve for a term as determined by the Glendower Board of Directors to be in compliance with its Bylaws and other organizational documents(s); 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 September 17, 2024.

Karen DuBois-Walton, Ph. D.
Secretary/Executive Director

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

FROM: Karen DuBois-Walton, President/Executive Director

RE: RESOLUTION TO APPOINT JOHN RAFFERTY TO THE BOARD OF DIRECTORS OF THE GLENDOWER GROUP, INC., AN INSTRUMENTALITY OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

ACTION: Recommend that the Board of Commissioners adopt Resolution #09-56/24-R

TIMING: Immediately

DISCUSSION: The Glendower Group, Inc. ("Glendower") is a non-profit instrumentality of the Authority whose purpose is to undertake certain development activities beneficial to the Authority, Authority residents, and residents of the City of New Haven.

Section 3.1 of the Bylaws of The Glendower Group, Inc. ("Glendower"), an instrumentality of the Authority, provides that at all times at least 2/3 of the members of the Glendower Board shall be appointed by the HANH Board of Commissioners. The Glendower Bylaws further provide that the Executive Director of HANH, who must always be a member of the Glendower Board of Directors, shall not be counted as one of the 2/3 members appointed by the Board of Commissioners. Pursuant to Glendower's bylaws, the term of a Board of Director is three (3) years.

The Board of Commissioners has determined that it is in the best interests of the Authority to re-appoint John Rafferty to the Board of Directors of Glendower, for a three (3) year term.

FISCAL IMPACT: None

SOURCE OF FUNDS: Not applicable

STAFF: Edward LaChance, Vice President of Development

**ELM CITY COMMUNITIES
Housing Authority of the City of New Haven**

RESOLUTION #09-56/24-R

RESOLUTION TO APPOINT JOHN RAFFERTY TO THE BOARD OF DIRECTORS OF THE GLENDOWER GROUP, INC., AN INSTRUMENTALITY OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

WHEREAS, The Glendower Group, Inc. ("Glendower") is a non-profit instrumentality of the Housing Authority of the City of New Haven, whose purpose is to undertake certain development activities beneficial to the Authority, Authority residents, and residents of the City of New Haven; and

WHEREAS, the organizational documents of Glendower require that a majority of the members of the Board of Directors be appointed by the Board of Commissioners of the Authority; and

WHEREAS, pursuant to Glendower's bylaws, the term set for serving as a Board of Director is three (3) years; and

WHEREAS, the Board of Commissioners has determined that it is in the best interests of the Authority to re-appoint John Rafferty to the Board of Directors of Glendower for a three (3) year term.

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 hereby re-appoints John Rafferty to the Board of Directors of The Glendower Group, Inc. for a term expiring on the earlier to occur of (i) three (3) years from the date of this resolution or (ii) the date on which John Rafferty is no longer employed by the Housing Authority of the City of New Haven and Glendower, whether by termination, resignation, or administrative leave; and
2. To the extent that The Glendower Group, Inc., has already appointed John Rafferty to its Board of Directors this resolution shall have the effect of ratifying, confirming and, to the extent necessary, making such appointment an appointment of the Housing Authority of the City of New Haven such that such appointment shall be counted, for purposes of the Bylaws of The Glendower Group, Inc., as an appointment of the Authority; 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 September 17, 2024.

Karen DuBois-Walton, Ph. D.
Secretary/Executive Director

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

FROM: Karen DuBois-Walton, President/Executive Director

RE: RESOLUTION TO APPOINT SHENAE DRAUGHN TO THE BOARD OF DIRECTORS OF THE GLENDOWER GROUP, INC., AN INSTRUMENTALITY OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

ACTION: Recommend that the Board of Commissioners adopt Resolution #09-57/24-R

TIMING: Immediately

DISCUSSION: The Glendower Group, Inc. ("Glendower") is a non-profit instrumentality of the Authority whose purpose is to undertake certain development activities beneficial to the Authority, Authority residents, and residents of the City of New Haven.

Section 3.1 of the Bylaws of The Glendower Group, Inc. ("Glendower"), an instrumentality of the Authority, provides that at all times at least 2/3 of the members of the Glendower Board shall be appointed by the HANH Board of Commissioners. The Glendower Bylaws further provide that the Executive Director of HANH, who must always be a member of the Glendower Board of Directors, shall not be counted as one of the 2/3 members appointed by the Board of Commissioners. Pursuant to Glendower's bylaws, the term of a Board of Director is three (3) years.

The Board of Commissioners has determined that it is in the best interests of the Authority to re-appoint Shenae Draughn to the Board of Directors of Glendower, for a three (3) year term.

FISCAL IMPACT: None

SOURCE OF FUNDS: Not applicable

STAFF: Edward LaChance,
Vice President of Development

**ELM CITY COMMUNITIES
Housing Authority of the City of New Haven**

RESOLUTION #09-57/24-R

RESOLUTION TO APPOINT SHENAE DRAUGHN TO THE BOARD OF DIRECTORS OF THE GLENDOWER GROUP, INC., AN INSTRUMENTALITY OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

WHEREAS, The Glendower Group, Inc. ("Glendower") is a non-profit instrumentality of the Housing Authority of the City of New Haven, whose purpose is to undertake certain development activities beneficial to the Authority, Authority residents, and residents of the City of New Haven; and

WHEREAS, the organizational documents of Glendower require that a majority of the members of the Board of Directors be appointed by the Board of Commissioners of the Authority; and

WHEREAS, pursuant to Glendower's bylaws, the term set for serving as a Board of Director is three (3) years; and

WHEREAS, the Board of Commissioners has determined that it is in the best interests of the Authority to re-appoint Shenae Draughn to the Board of Directors of Glendower for a three (3) year term.

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 hereby re-appoints Shenae Draughn to the Board of Directors of The Glendower Group, Inc. for a term expiring on the earlier to occur of (i) three (3) years from the date of this resolution or (ii) the date on which Shenae Draughn is no longer employed by the Housing Authority of the City of New Haven and Glendower, whether by termination, resignation, or administrative leave; and
2. To the extent that The Glendower Group, Inc., has already appointed Shenae Draughn to its Board of Directors this resolution shall have the effect of ratifying, confirming and, to the extent necessary, making such appointment an appointment of the Housing Authority of the City of New Haven such that such appointment shall be counted, for purposes of the Bylaws of The Glendower Group, Inc., as an appointment of the Authority; 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 September 17, 2024.

Karen DuBois-Walton, Ph. D.
Secretary/Executive Director

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

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

RE: Resolution authorizing the revision of the ECC/HANH Housing Choice Voucher Administrative Plan (Admin Plan)

ACTION: Recommend that the Board of Commissioners adopt Resolution # 09-58/24-R

TIMING: Immediately

DISCUSSION: On June 19, 2018, the Board of Commissioners authorized resolution #06-63/18-S, approving the revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On June 16, 2020, the Board of Commissioners authorized resolution #03-23/20-S, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On July 21, 2020, the Board of Commissioners authorized resolution # 07-62/20, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On October 20, 2020, the Board of Commissioners authorized resolution # 10-97/20-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On February 16, 2021, the Board of Commissioners authorized resolution # 02-08/21-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On December 21, 2021, the Board of Commissioners authorized resolution # 12-103/21-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On June 21, 2022, the Board of Commissioners authorized resolution # 06-25/22-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On September 20, 2022, the Board of Commissioners authorized resolution # 09-49/22-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On November 15, 2022, the Board of Commissioners authorized resolution # 11-71/22, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

On September 19, 2023, the Board of Commissioners authorized resolution #09-78/23, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

The Administrative Plan is required by HUD. The purpose of the Administrative Plan is to establish policies for carrying out the Housing Choice Voucher program in a manner consistent with HUD requirements and local goals and objectives contained in ECC/HANH's MTW plan. The Administrative Plan is a supporting document to the ECC/HANH MTW plan and is available for public review as required by CFR 24 Part 903.

The policies in this Administrative Plan have been designed to ensure compliance with the consolidated ACC and all HUD-approved applications for Housing Choice Voucher (HCV) program funding.

ECC/HANH is responsible for complying with all changes in HUD regulations pertaining to the HCV program. If such changes conflict with this plan, HUD regulations will have precedence.

HUD regulations contain a list of what must be included in the Administrative Plan.

The revisions are updates to the following chapters.

- Chapter 3 - Eligibility
- Chapter 5 – Briefings and Voucher Issuance
- Chapter 7 – Verifications
- Chapter 8 – Housing Quality Standards and Rent Reasonableness Determinations
- Chapter 9 – General Leasing Policies
- Chapter 10 – Moving with Continued Assistance and portability
- Chapter 12 – Termination of Assistance and Tenancy
- Chapter 13 – Owners
- Chapter 14 – Program Integrity
- Chapter 15 – Special Housing Types
- Chapter 17 – Project-Based Vouchers
- Chapter 20 – Special Purpose Vouchers (NEW)

A 30-day comment period occurred from Monday, July 22, 2024, to August 21, 2024. A public hearing for comments was held on August 21, 2024. There were three (3) public comments.

FISCAL IMPACT: None

SOURCE OF FUNDS: N/A

STAFF: Evelise Ribeiro, Director of Compliance and MTW Initiatives

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION # # 09-58/24-R

RESOLUTION AUTHORIZING THE REVISION OF THE ECC/HANH
HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN (ADMIN PLAN)

WHEREAS, On June 19, 2018, the Board of Commissioners authorized resolution # 06-63/18-S, approving the revision of the Housing Choice Voucher Administrative Plan (Admin Plan); and

WHEREAS, On June 16, 2020, the Board of Commissioners authorized resolution # 03-23/20-S, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan); and

WHEREAS, On July 21, 2020, the Board of Commissioners authorized resolution # 07-62/20-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan); and

WHEREAS, On October 20, 2020, the Board of Commissioners authorized resolution # 10-97/20-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan); and

WHEREAS, On February 16, 2021, the Board of Commissioners authorized resolution # 02-08/21-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan); and

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WHEREAS, On September 19, 2023, the Board of Commissioners authorized resolution # 09-78/23-R, approving an additional revision of the Housing Choice Voucher Administrative Plan (Admin Plan).

WHEREAS, The Administrative Plan is required by HUD. The purpose of the Administrative Plan is to establish policies for carrying out the Housing Choice Voucher program in a manner consistent with HUD requirements and local goals and objectives contained in ECC/HANH's MTW plan; and

WHEREAS, The revisions are updates to the following chapters:

- Chapter 3 – Eligibility
- Chapter 5 – Briefings and Voucher Issuance
- Chapter 7 – Verifications
- Chapter 8 – Housing Quality Standards and Rent Reasonableness Determinations
- Chapter 9 – General Leasing Policies
- Chapter 10 – Moving with Continued Assistance and portability
- Chapter 12 – Termination of Assistance and Tenancy
- Chapter 13 – Owners
- Chapter 14 – Program Integrity
- Chapter 15 – Special Housing Types
- Chapter 17 – Project-Based Vouchers
- Chapter 20 – Special Purpose Vouchers (NEW)

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN and the President be and hereby is authorized, empowered and directed to act on behalf of ECC/HANH to take all such actions as are necessary or appropriate to cause to be prepared, execute and finalize, upon such terms as the President deems necessary and appropriate and in the best interest of ECC/HANH, the agreement contemplated and hereby to take all necessary actions to revise the ECC/HANH Housing Choice Voucher Administrative Plan (Admin Plan) to include updates to

- § Chapter 3 – Eligibility
- § Chapter 5 – Briefings and Voucher Issuance
- § Chapter 7 – Verifications
- § Chapter 8 – Housing Quality Standards and Rent Reasonableness Determinations
- § Chapter 9 – General Leasing Policies
- § Chapter 10 – Moving with Continued Assistance and portability
- § Chapter 12 – Termination of Assistance and Tenancy
- § Chapter 13 – Owners
- § Chapter 14 – Program Integrity
- § Chapter 15 – Special Housing Types
- § Chapter 17 – Project-Based Vouchers
- § Chapter 20 – Special Purpose Vouchers (NEW)

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 **September 17, 2024**.

Karen DuBois-Walton
Secretary/ President

Date

REVIEWED:
MCCARTER AND ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Housing Choice Voucher Administrative Plan (Admin Plan)

Executive Summary

The Administrative Plan is required by HUD. The purpose of the Administrative Plan is to establish policies for carrying out the Housing Choice Voucher program in a manner consistent with HUD requirements and local goals and objectives contained in ECC/HANH's MTW plan. The Administrative Plan is a supporting document to the ECC/HANH MTW plan and is available for public review as required by CFR 24 Part 903.

The policies in this Administrative Plan have been designed to ensure compliance with the consolidated ACC and all HUD-approved applications for Housing Choice Voucher (HCV) program funding.

ECC/HANH is responsible for complying with all changes in HUD regulations pertaining to the HCV program. If such changes conflict with this plan, HUD regulations will have precedence.

HUD regulations contain a list of what must be included in the Administrative Plan.

The revisions are updates to the following chapters.

- Chapter 3 - Eligibility
- Chapter 5 – Briefings and Voucher Issuance
- Chapter 7 – Verifications
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- Chapter 17 – Project-Based Vouchers
- Chapter 20 – Special Purpose Vouchers (NEW)

The proposed additions and revised language are listed below.

Chapter 3 – Eligibility

- Introduction
 - **To be eligible for the HCV program:**
 - § Not currently be receiving a duplicative subsidy.
 - § Meet net asset and property ownership restriction requirements.
- **3-I.C Family Breakups and Remaining Member of Tenant Family**
 - In accordance with Notice PIH 2017-08, for HUD–Veterans Affairs Supportive Housing (HUD–VASH) vouchers, when the veteran is the perpetrator of domestic violence, dating violence, sexual assault, stalking, or human trafficking, the victim must continue to be assisted. Upon termination of the perpetrator’s HUD–VASH voucher, the victim should be given a regular HCV if one is available, and the perpetrator’s HUD–VASH voucher should be used to serve another eligible family. If a regular HCV is not available, the victim will continue to use the HUD–VASH voucher, which must be issued to another eligible family upon the voucher’s turnover.
- **3-I.F. DEPENDENT AND MINORS [24 CFR 5.603]**
 - A *minor* is a member of the family, other than the head of family or spouse, who is under 18 years of age.
- **3-I.J. GUESTS [24 CFR 5.100]**

ECC/HANH Policy

 - If the executed lease does not specify a guest policy, then ECC's guest policy will be applied.
- **3-I.K. FOSTER CHILDREN AND FOSTER ADULTS [24 CFR 5.603]**
 - A *foster child* is a member of the household who meets the definition of a *foster child* under state law. In general, a foster child is placed with the family by an authorized placement agency (e.g., public child welfare agency) or by judgment, decree, or other order of any court of competent jurisdiction.
- **3-II.D Family Consent to Release of Information**
 - However, this does not apply if the applicant or participant, or any member of their family, revokes their consent with respect to the ability of ECC/HANH to access financial records from financial institutions,

unless ECC/HANH establishes a policy that revocation of consent to access financial records will result in denial or termination of assistance or admission [24 CFR 5.232(c)]

ECC/HANH Policy

ECC/HANH has established a policy that revocation of consent to access financial records will result in denial of admission.

- **3-II.D. FAMILY CONSENT TO RELEASE OF INFORMATION [24 CFR 5.230; HCV GB, p. 5-13]**
 - However, this does not apply if the applicant or participant, or any member of their family, revokes their consent with respect to the ability of ECC/HANH to access financial records from financial institutions, unless ECC/HANH establishes a policy that revocation of consent to access financial records will result in denial or termination of assistance or admission [24 CFR 5.232(c)]

ECC/HANH Policy

ECC/HANH has established a policy that revocation of consent to access financial records will result in denial of admission.

- **3-II.E. STUDENTS ENROLLED IN INSTITUTIONS OF HIGHER EDUCATION [24 CFR 5.612, FR Notice 4/10/06 FR Notice 9/21/16]**

Independent Student

- Be a veteran of the U.S. Armed Forces or is currently serving on active duty in the Armed Forces for other than training purposes is or was immediately, prior to attaining the age of majority, an emancipated minor or in legal guardianship as determined by a court of competent jurisdiction in the individual's state of legal residence
- The individual has been verified during the school year in which the application is submitted as either an unaccompanied youth who is a homeless child or youth, or as unaccompanied, at risk of homelessness, and self-supporting by:
 - § A local educational agency homeless liaison
 - § The director of a program funded under subtitle B of title IV of the McKinney-Vento Homeless Assistance Act or a designee of the director
 - § A financial aid administrator

- The individual is a student for whom a financial aid administrator makes a documented determination of independence by reason of other unusual circumstances
- If ECC/HANH determines that an individual meets the definition of a *vulnerable youth* such a determination is all that is necessary to determine that the person is an *independent student* for the purposes of using only the student's income for determining eligibility for assistance

Vulnerable Youth

ECC/HANH Policy

A *vulnerable youth* is an individual who meets the U.S. Department of Education's definition of *independent student* in paragraphs (b), (c), or (h), as adopted in Section II of FR Notice 9/21/16:

- § The individual is an orphan, in foster care, or a ward of the court, or was an orphan, in foster care, or ward of the court at any time when the individual was 13 years of age or older
- § The individual is, or was immediately prior to attaining the age of majority, an emancipated minor or in legal guardianship as determined by a court of competent jurisdiction in the individual's state of legal residence
- § The individual has been verified during the school year in which the application is submitted as either an unaccompanied youth who is a homeless child or youth, or as unaccompanied, at risk of homelessness, and self-supporting by:
 - § A local educational agency homeless liaison
 - § The director of a program funded under subtitle B of title IV of the McKinney-Vento Homeless Assistance Act or a designee of the director
 - § A financial aid administrator

3-II.F. EIV SYSTEM SEARCHES [EIV FAQs; EIV System Training 9/30/20; and Notice PIH 2023-27]

Existing Tenant Search

Prior to admission to the program, ECC/HANH must search for all household members using the EIV Existing Tenant Search module. ECC/HANH must review the reports for any SSA matches involving another PHA or a multifamily entity and follow up on any issues identified. ECC/HANH must provide the family with a

ER

September 2024

copy of the Existing Tenant Search results if requested. At no time may any family member receive duplicative assistance.

If the tenant is a new admission to ECC/HANH, and a match is identified at a multifamily property, ECC/HANH must report the program admission date to the multifamily property and document the notification in the tenant file. The family must provide documentation of move-out from the assisted unit, as applicable.

ECC/HANH Policy

ECC/HANH will contact the other PHA or owner identified in the report to confirm that the family has moved out of the unit and obtain documentation of current tenancy status, including a form HUD-50058 or 50059, as applicable, showing an end of participation. ECC/HANH will only approve assistance contingent upon the move-out from the currently occupied assisted unit.

Debts Owed to PHAs and Terminations

All adult household members must sign the form HUD-52675 Debts Owed to Public Housing and Terminations. Prior to admission to the program, ECC/HANH must search for each adult family member in the Debts Owed to PHAs and Terminations module.

If a current or former tenant disputes the information in the module, the tenant should contact ECC/HANH directly in writing to dispute the information and provide any documentation that supports the dispute. If ECC/HANH determines that the disputed information is incorrect, incorrect, ECC/HANH will update or delete the record from EIV. Former tenants may dispute debt and termination information for a period of up to three years from the end of participation date in the program.

ECC/HANH Policy

ECC/HANH will require each adult household member to sign the form HUD-52675 once at the eligibility determination. Any new members added to the household after admission will be required to sign the form HUD-52675 prior to being added to the household.

ECC/HANH will search the Debts Owed to PHAs and Terminations module as part of the eligibility determination for new households and as part of the screening process for any household members added after the

household is admitted to the program. If any information on debts or terminations is returned by the search, ECC/HANH will determine if this information warrants a denial in accordance with the policies in Part III of this chapter.

Income and Income Validation Tool (IVT) Reports

For each new admission, ECC/HANH is required to review the EIV Income and IVT Reports to confirm and validate family reported income within 120 days of the IMS/PIC submission date of the new admission. ECC/HANH must print and maintain copies of the EIV Income and IVT reports in the tenant file and resolve any discrepancies with the family within 60 days of the EIV Income or IVT report dates.

3-III.B. MANDATORY DENIAL OF ASSISTANCE [24 CFR 982.553(a)]

- Any member of the family fails to sign and submit consent forms for obtaining information.
- The family does not meet the restrictions on net assets and real property ownership as required by 24 CFR 5.618.

3-III.C. RESTRICTION ON ASSISTANCE BASED ON ASSETS [24 CFR 5.618]

Per the ECC/HANH Rent Simplification Policy, families will self-certify that they do not have assets over \$50,000.

There are two circumstances under which a family is ineligible to receive assistance based on asset ownership.

First, assistance may not be provided to any family if the family's net assets exceed \$100,000 (adjusted annually by HUD).

- A present ownership interest in the real property; and
- A legal right to reside in the real property; and
- The effective legal authority to sell (based on state or local laws of the jurisdiction where the property is located) the real property.

However, the real property restriction does not apply in the following circumstances:

- Any property for which the family is receiving assistance for a manufactured home under 24 CFR 982.620 or under the HCV Homeownership program;
- Any property that is jointly owned by a member of the family and at least one non-household member who does not live with the family, if the non-household member resides at the jointly owned property;
- Any family that is offering the property for sale; or
- Any person who is a victim of domestic violence, dating violence, sexual assault, or stalking.

When a family asks for an exception because a family member is a victim of domestic violence, dating violence, sexual assault, or stalking, the PHA must comply with all the confidentiality requirements under VAWA. The PHA must accept a self-certification from the family member, and the restrictions on requesting documentation under VAWA apply.

A property is considered *suitable for occupancy* unless the family demonstrates that it:

- Does not meet the disability-related needs for all members of the family (e.g., physical accessibility requirements, disability-related need for additional bedrooms, proximity to accessible transportation, etc.);
- Is not sufficient for the size of the family;

ECC/HANH Policy

ECC/HANH defines *not sufficient for the size of the family* as being overcrowded based on space standards in Chapter 8 of this policy.

Is geographically located so as to be a hardship for the family (e.g., the distance or commuting time between the property and the family's place of work or school would be a hardship to the family, as determined by the PHA or owner);

- Is not safe to reside in because of the physical condition of the property (e.g., property's physical condition poses a risk to the family's health and safety and the condition of the property cannot be easily remedied); or
- Is not a property that a family may reside in under the state or local laws of the jurisdiction where the property is located.

3-III.D. SCREENING

Screening for Eligibility

ECC/HANH Policy

ECC/HANH will perform sex offender registration criminal background check through a contracted private entity that conducts criminal checks of national law enforcement records for every adult household member. use the Dru Sjodin National Sex Offender database to screen applicants for admission.

3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING AND HUMAN TRAFFICKING

Although the VAWA 2022 statute does not specifically include human trafficking in the list of victims protected under VAWA, in 2022 HUD began including human trafficking as part of the list of victims protected under VAWA (as seen in Notices PIH 2022-06, PIH 2022-22, and PIH 2022-24). In the absence of a final rule implementing VAWA 2022 and to mirror HUD's recent usage, this policy includes human trafficking in addition to domestic violence, dating violence, sexual assault, and stalking anywhere such a list appears.

Chapter 5 – BRIEFINGS AND VOUCHER ISSUANCE

5-I.B. BRIEFING [24 CFR 982.301]

ECC/HANH Policy

Briefings will be conducted in individual face-to-face meetings, through group briefing sessions, or via remote briefing sessions, or via briefing video in group meetings.

The Head of Household is required to attend or watch the briefing.

Remote Briefings [Notice PIH 2020-32]

Remote briefings may be conducted over the phone, via video conferencing, or through other virtual platforms.

ECC/HANH Policy

Remote briefings may be conducted over the phone, via videoconferencing, or through other virtual platforms.

ECC/HANH will conduct a face-to-face briefing upon request of the applicant as a reasonable accommodation for a person with a disability if safety and health concerns can be reasonably addressed.

Conducting Remote Briefings

ECC/HANH must ensure that the lack of technology or inability to use technology for remote briefings does not pose a disadvantage to families that may not be apparent to ECC/HANH. ECC/HANH must ensure that the family has appropriate technological access in order to fully participate in the remote briefing.

Using the ECC/HANH Tenant Portal Applicant, the participant will be notified that the briefing is available to view. If the written notification is returned by the post office or the email or the alert is rejected, ECC/HANH will contact the family by telephone to identify potential technological barriers and to determine which technology resources are accessible to the family.

ECC/HANH will resolve any barriers using the guidance in Section 6 of Notice PIH 2020-32, including offering the family the opportunity to attend an in-person briefing or have a one-on-one briefing over the phone, as appropriate.

ECC/HANH will conduct remote briefings via the tenant portal/video platform when available. If applicants are unable to adequately access the video conferencing platform, the briefing will be conducted by telephone conferencing call-in.

If the family is unable to adequately access the telephone conferencing call-in, the remote briefing will be postponed, and an in-person alternative or one-on-one briefing over the phone will be provided.

ECC/HANH will provide login information to tenant portal. An electronic copy of the briefing packet, sent via the tenant portal will be available upon invitation of briefing. ECC/HANH will provide a paper copy of the briefing packet upon family request.

ECC/HANH will ensure that all electronic information stored or transmitted as part of the briefing, meets the requirements for accessibility for persons with disabilities and persons with LEP, and is secure, including ensuring personally identifiable information (PII) is protected.

ECC/HANH will ensure that families who participate in remote briefings have the opportunity to ask questions.

If families lose connectivity during any remote briefing or otherwise feel they were unable to access information presented during the briefing, the family may request a one-on-one briefing over the phone or in person with ECC/HANH.

Oral Briefing [24 CFR 982.301(a)]

For families receiving welfare-to-work vouchers, a description of any local obligations of a welfare-to-work family and an explanation that failure to meet the obligations is grounds for denial of admission or termination of assistance.

Chapter 7 – VERIFICATION

Consent Forms

The family must supply any information that ECC/HANH or HUD determines is necessary to the administration of the program and must consent to ECC/HANH verification of that information [24 CFR 982.551]. All adult family members must sign consent forms as needed to collect information relevant to the family's eligibility and level of assistance. While ECC/HANH must use form HUD-9886, this form does not release all the information necessary to the administration of the program. ECC/HANH has also developed its own release forms to cover all other necessary information.

Form HUD-9886 [24 CFR 5.230(b)(1), b(2), (c)(4), and (c)(5); and Notice PIH 2023-27]

All adult applicants and participants sign form HUD-9886, Authorization for Release of Information. All adult family members (and the head and spouse/cohead, regardless of age) are required to sign the Form HUD-9886 at admission and at every annual certification.

ECC/HANH policy

ECC/HANH is an MTW agency and received HUD approval for the HUD form 9886 to be signed every 36 months.

- When any person 18 years or older becomes a member of the family;
- When a current member of the family turns 18; or
- As required by HUD or ECC/HANH in administrative instructions.

ECC/HANH has the discretion to establish policies around when family members must sign consent forms when they turn 18. ECC/HANH must establish these policies stating when family members will be required to sign consent forms at intervals other than at reexamination.

ECC/HANH Policy

Family members turning 18 years of age between annual recertifications will be notified in writing that they are required to sign the required Consent to the Release of Information Form HUD-9886 at the family's next annual or interim reexamination, whichever is earlier.

The purpose of form HUD-9886 is to facilitate automated data collection and computer matching from specific sources and provides the family's consent only for the specific purposes listed on the form. HUD and ECC/HANH may collect information from State Wage Information Collection Agencies

(SWICAs) and current and former employers of adult family members. Only HUD is authorized to collect information directly from the Internal Revenue Service (IRS) and the Social Security Administration (SSA).

ECC/HANH may obtain any financial record from any financial institution, as the terms financial record and financial institution are defined in the Right to Financial Privacy Act (12 U.S.C. 3401), whenever ECC/HANH determines the record is needed to determine an applicant's or participant's eligibility for assistance or level of benefits [24 CFR 5.230(c)(4)].

The executed form will remain effective until the family is denied assistance, assistance is terminated, or the family provides written notification to ECC/HANH to revoke consent.

Penalties for Failing to Consent [24 CFR 5.232]

However, this does not apply if the applicant, participant, or any member of their family, revokes their consent with respect to the ability of ECC/HANH to access financial records from financial institutions, unless ECC/HANH establishes a policy that revocation of consent to access financial records will result in denial or termination of assistance or admission [24 CFR 5.232(c)].

ECC/HANH may not process interim or annual reexaminations of income without the family's executed consent forms.

ECC/HANH Policy

The revocation of consent to access financial records will result in denial of admission or termination of assistance in accordance with ECC/HANH policy. In order for a family to revoke their consent, the family must provide written notice to ECC/HANH.

Within 10 business days of the date the family provides written notice, ECC/HANH will send the family a notice acknowledging receipt of the request and explaining that revocation of consent will result in denial or termination of assistance, as applicable. At the same time, ECC/HANH will notify their local HUD office.

7-I.C. UP-FRONT INCOME VERIFICATION (UIV)

The income validation tool (IVT) in EIV provides projections of discrepant income for wages, unemployment compensation, and SSA benefits pursuant to HUD's data sharing agreements with other departments.

The following policies apply to the use of HUD's EIV system.

EIV Income and IVT Reports

ECC/HANH is required to obtain an EIV Income and IVT report for each family any time ECC/HANH conducts an annual reexamination. However, ECC/HANH is not required to use the EIV Income and IVT reports:

- At annual reexamination if ECC/HANH used Safe Harbor verification from another means-test federal assistance program to determine the family's income; or
- During any interim reexaminations.

The EIV Income and IVT Reports are also not available for program applicants at admission.

When required to use the EIV Income Report, in order for the report to be considered current, ECC/HANH must pull the report within 120 days of the effective date of the annual reexamination.

ECC/HANH Policy

ECC/HANH will obtain EIV income and IVT reports for all bi/triennial reexaminations for all families on a monthly basis. ECC/HANH will ensure that all EIV Income Reports are pulled within 120 days of the effective date of the annual reexamination.

New Hires Report [Notice PIH 2023-27]

The New Hires Report identifies participant families who have new employment within the last six months. The report is updated monthly. ECC/HANH must review this information at annual reexamination.

PHAs that do not require families to undergo interim reexaminations for earned income increases

ECC/HANH Policy

In accordance with ECC/HANH policies in Chapter 11, ECC/HANH does not process interim reexaminations for families who have increases in earned income. Except for instances in which the participant went from zero income to income. ECC/HANH will only review the New Hires Report at bi/triennial reexaminations.

No Income Reported by HHS or SSA Report

This report is a tool for ECC/HANH to identify participants who passed the SSA identity test, but no income information was reported by either HHS or SSA records. This scenario does not mean that the participant does not have any income. ECC/HANH obtain written, third-party verification of any income reported by the participant. ECC/HANH must identify in its policies and procedures when this report will be pulled [Notice PIH 2023-27].

ECC/HANH Policy

ECC/HANH will generate the No Income Reported by HHS or SSA Report quarterly and will retain the report.

ECC/HANH will re-verify the status of participants identified on the report quarterly. Based on the information provided by the family and in EIV, ECC/HANH may require that family members provide verifications or sign release forms in order to obtain additional verification.

When ECC/HANH determines through this report and third-party verification that a family has concealed or under-reported income, corrective action will be taken pursuant to the policies in Chapter 14, Program Integrity

Deceased Tenants Reports [Notice PIH 2012-4 and Notice PIH 2023-27]

The Deceased Tenant Report identifies residents that have been reported by the SSA as deceased. ECC/HANH is required to review the report at least quarterly.

ECC/HANH Policy

ECC/HANH will review the Deceased Tenants Report on a monthly basis. When the Deceased Tenants Report identifies an individual as being deceased, ECC/HANH must immediately send a letter to the head of household or emergency

contact person (if the head of household is deceased and there is no other adult household member) to confirm the death of the listed household member. ECC/HANH must notify the owner in writing of the deceased head of household. ECC/HANH will list the EOP as the last day of the month in which the death occurred. The landlord is entitled to receive the full HAP amount for the month in which the tenant death occurred.

When the only remaining household member is the live-in aide, the live-in aide is not entitled or eligible for any rental assistance or continued occupancy. ECC/HANH may not designate the live-in aide as the new head of household or change the relation code on the Form HUD-50058.

Other EIV Reports [Notice PIH 2023-27]

ECC/HANH is required to review the Multiple Subsidy Report at least quarterly and the Failed EIV Pre-Screening and Failed Verification (Failed SSA Identity Test) reports at least monthly.

7-III.C. PERIODIC PAYMENTS AND PAYMENTS IN LIEU OF EARNINGS

Social Security/SSI Benefits

To ensure consistency in the determination of annual Social Security and SSI income, PHAs are required to use EIV-reported Social Security and SSI benefit amounts unless the tenant disputes the EIV-reported amount [Notice PIH 2018-24].

Chapter 8

HOUSING QUALITY STANDARDS AND RENT REASONABLENESS DETERMINATIONS

[24 CFR 982 Subpart I and 24 CFR 982.507]

8-I.C. LIFE-THREATENING CONDITIONS [24 CFR 982.404(a); FR Notice 1/18/17]

ECC/HANH Policy

The following are considered life-threatening conditions:

- Any condition that jeopardizes the security of the unit
- Major plumbing leaks or flooding, waterlogged ceiling or floor in imminent danger of falling
- Natural or LP gas or fuel oil leaks
- A fuel storage vessel, fluid line, valve, or connection that supplies fuel to a HVAC unit is leaking or a strong odor is detected with potential for explosion or fire or that results in a health risk if inhaled
- Any electrical problem or condition that could result in shock or fire
- A light fixture is readily accessible, is not securely mounted to the ceiling or wall, and electrical connections or wires are exposed
- A light fixture is hanging by its wires
- A light fixture has a missing or broken bulb, and the open socket is readily accessible to the tenant during the day-to-day use of the unit
- A receptacle (outlet) or switch is missing or broken and electrical connections or wires are exposed
- An open circuit breaker position is not appropriately blanked off in a panel board, main panel board, or other electrical box that contains circuit breakers or fuses
- A cover is missing from any electrical device box, panel box, switch gear box, control panel, etc., and there are exposed electrical connections
- Any nicks, abrasions, or fraying of the insulation that exposes conducting wire
- Exposed bare wires or electrical connections
- Any condition that results in openings in electrical panels or electrical control device enclosures
- Water leaking or ponding near any electrical device
- Any condition that poses a serious risk of electrocution or fire and poses an immediate life-threatening condition
- Any components that affect the function of the fire escape are missing or damaged
- Stored items or other barriers restrict or prevent the use of the fire escape in the event of an emergency

- The building's emergency exit is blocked or impeded, thus limiting the ability of occupants to exit in a fire or other emergency
- Inoperable or missing smoke detectors
- Missing or inoperable carbon monoxide detector
- Missing, damaged, discharged, overcharged, or expired fire extinguisher (where required)
- Gas/oil-fired water heater or heating, ventilation, or cooling system with missing, damaged, improper, or misaligned chimney venting
- The chimney or venting system on a fuel-fired water heater is misaligned, negatively pitched, or damaged, which may cause improper or dangerous venting or gases
- A gas dryer vent is missing, damaged, or is visually determined to be inoperable, or the dryer exhaust is not vented to the outside
- A fuel-fired space heater is not properly vented or lacks available combustion air
- A non-vented space heater is present
- Safety devices on a fuel-fired space heater are missing or damaged
- The chimney or venting system on a fuel-fired heating, ventilation, or cooling system is misaligned, negatively pitched, or damaged, which may cause improper or dangerous venting of gas
- Deteriorating paint as defined at 24 CFR 35.110 in a unit built before 1978 that is to be occupied by a family with a child under six years of age if it would prevent the family from moving into the unit

8-III.B. WHEN RENT REASONABLENESS DETERMINATIONS ARE REQUIRED

Owners may request a rent increase no later than ninety (90) days prior to any Family reexamination month. The request must be submitted via ECC designated owner portal. However, ECC will accept a rental increase request on ECC/HANH form as a reasonable Accommodation.

ECC/HANH Policy

The amount of the rent adjustment to the Owner may be adjusted either up or down. Subject to timeliness of submission compliance above.

Currently, ECC conducts reexaminations on an annual, bi, and tri basis, permitting rental adjustments only during these reviews. We have since updated our policy to allow annual rent adjustments. Effective October 1, 2024, at the initial rent adjustment following this policy change, ECC will assess rent adjustments based on rent reasonableness and ECC/HANH current Voucher Payment Standard, aiming to align rents as closely as possible with the current HUD-published Fair Market Rent adopted by ECC. Subsequent rent adjustments to owners will be capped at the lesser of:

Chapter 9

GENERAL LEASING POLICIES

9-I.G. HAP CONTRACT EXECUTION [24 CFR 982.305]

As required under VAWA, once the HAP contract and lease have been executed and the family has been admitted to the program, ECC/HANH will notify families of their rights under VAWA by providing all families with a copy of the domestic violence certification form (HUD-5382) as well as the VAWA notice of occupancy rights (form HUD-5380).

Chapter 10

MOVING WITH CONTINUED ASSISTANCE AND PORTABILITY

ECC/HANH may choose to provide a voucher to facilitate an emergency transfer of the victim without first terminating the assistance of the perpetrator.

Before granting an emergency transfer, ECC/HANH will ensure the victim is eligible to receive continued assistance based on the citizenship or immigration status of the victim.

ECC/HANH has adopted an emergency transfer plan, which is included as Exhibit 16-3 to this plan and discusses external transfers to other covered housing programs.

Housing Assistance Payments [24 CFR 982.311(d)]

Zero HAP Families Who Wish to Move [24 CFR 982.455]

A participant who is not receiving any subsidy, but whose HAP contract is still in effect, may request a voucher to move to a different unit. ECC/HANH must issue a voucher to move unless it has grounds to deny assistance under the program regulations. However, if ECC/HANH determines no subsidy would be paid at the new unit, ECC/HANH may refuse to enter into a HAP contract on behalf of the family.

ECC/HANH Policy

If a zero HAP family requests to move to a new unit, the family may request a voucher to move. However, if no subsidy will be paid at the unit to which the family requests to Proposed Admin Plan. move, ECC/HANH will not enter into a HAP contract on behalf of the family for the new unit.

ECC/HANH Policy

In addition to these documents, ECC/HANH will provide the following information, if available, to the receiving PHA:

- Social security numbers (SSNs)

- Documentation of SSNs for all nonexempt household members whose SSNs have not been verified through the EIV system

- Documentation of legal identity

- Documentation of citizenship or eligible immigration status

- Documentation of participation in the earned income disallowance (EID) benefit

Documentation of participation in a family self-sufficiency (FSS) program
ECC/HANH will notify the family in writing regarding any information provided to the receiving PHA [HCV GB, p. 13-3].

ECC/HANH Policy

ECC/HANH will utilize direct deposit to ensure that the payment is received by the deadline unless the receiving PHA notifies ECC/HANH that direct deposit is not acceptable to them. If ECC/HANH extends the term of the voucher, the receiving PHA's voucher will expire 30 calendar days from the new expiration date of the ECC/HANH's voucher.

10-III.B. Partnering Organizations

Within the limitations of the regulations and this policy, a participant family has the right to receive tenant-based voucher assistance to lease a unit outside ECC/HANH jurisdiction. ECC may enter into a contract to partner on providing Mobility services to HCV participants to relocate to high opportunity areas.

ECC/HANH Policy

ECC/HANH has entered into a contract with the State of Connecticut Department of Housing (DOH).

Over a five-year period of performance, ECC/HANH must provide housing mobility-related services to a minimum of 600 families with at least one child aged 17 or younger living in the household. ECC/HANH identified 450 families that will receive mobility counseling services are to be leased up with in general with at least 180 families leasing up and moving into areas of higher opportunity specifically. This requirement correlates to servicing 120 families per year, with 36 of those identifying housing in a higher opportunity area annually for the five-year term.

Other Authorized Reasons for Termination of Assistance [24 CFR 982.552(c), 24 CFR 5.2005(c) 24 CFR 984.101(d)]

Additionally, per 24 CFR 984.101(d), ECC/HANH is no longer permitted to terminate assistance to a family due to the family's failure to meet its obligations under the Family Self-Sufficiency (FSS) contract of participation

Chapter 12 - TERMINATION OF ASSISTANCE AND TENANCY

12-II.D. CRITERIA FOR DECIDING TO TERMINATE ASSISTANCE

Use of Criminal Conviction Records after Admission [24 CFR 5.903]

The regulation at 24 CFR 5.903 governs ECC/HANH's access to and use of criminal conviction records obtained from a "law enforcement agency" such as the National Crime Information Center (NCIC), police departments, and other law enforcement agencies that hold criminal conviction records. While the regulatory listing of permitted uses for these records includes ECC/HANH's screening of applicants for admission to the HCV program, it specifically excludes the use of records for lease enforcement and eviction of HCV participants and excludes by omission ECC/HANH's use of records to terminate assistance for participants.

While ECC/HANH has regulatory authority to use criminal conviction records for the purpose of applicant screening for admission, there is no corresponding authority to use these records to check for criminal and illegal drug activity by participants, and therefore, ECC/HANH may not use records for this purpose.

The limitations, however, do not apply to criminal conviction information searches from non-federal sources (i.e., sources other than the "law enforcement agencies" defined in 24 CFR 5.902(b)). There is no prohibition that bars ECC/HANH from using non-federal sources to conduct criminal background checks of program participants.

12-II.E. TERMINATIONS RELATED TO DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT OR STALKING OR HUMAN TRAFFICKING

Although the VAWA 2022 statute does not specifically include human trafficking in the list of victims protected under VAWA, in 2022 HUD began including human trafficking as part of the list of victims protected under VAWA (as seen in Notices PIH 2022-06, PIH 2022-22, and PIH 2022-24). In the absence of a final rule implementing VAWA 2022 and to mirror HUD's recent usage, this policy sexual assault and stalking anywhere such a list appears.

ECC/HANH and owners may not coerce, intimidate, threaten, interfere with, or retaliate against any person who exercises or assists or encourages a person to exercise any rights or protections under VAWA [FR Notice 1/4/23].

Terminating the Assistance of a Domestic Violence Perpetrator

If the perpetrator remains in the unit, ECC/HANHA continues to pay the owner until ECC/HANH terminates the perpetrator from the program. ECC/HANH must

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not stop paying HAP until 30 days after the owner bifurcates the lease to evict the perpetrator. ECC/HANH may pay HAP for the full month if the 30-day period will end mid-month [Notice PIH 2017-08].

If the perpetrator is the only participant eligible to receive assistance, ECC/HANH will provide any remaining participant a chance to establish eligibility for the program. If the remaining participant cannot do so, ECC/HANH will provide them with 30 days to establish eligibility for another housing program prior to termination of the HAP contract.

Chapter 13 -OWNERS

PART I. OWNERS IN THE HCV PROGRAM

13-I.A. OWNER RECRUITMENT AND RETENTION [HCV GB, pp. 2-4 to 2-6]

Recruitment

ECC/HANH will ensure that notices and communications during outreach events are provided in a manner that is effective for persons with hearing, visual, and other communications-related disabilities. ECC/HANH must also take reasonable steps to ensure meaningful access to programs to persons with limited English proficiency.

Contacting property owners and managers by phone or in-person.

To the extent practical, partnering with and attending events hosted by other area agencies to deliver information about the HCV program.

Retention

Initiating telephone or virtual contact with the owner to explain the inspection process and providing an inspection booklet and other resource materials about HUD housing quality standards.

Contacting owners via emails, texts, portals or social media to disseminate information.

Chapter 14 -PROGRAM INTEGRITY

14-II.C. OWNER-CAUSED ERROR OR PROGRAM ABUSE

Committing sexual or other harassment, either quid pro quo or hostile environment, based on the protected classes defined in Chapter 2

Retaliating against any applicant or participant reporting/alleging sexual or other harassment, either quid pro quo or hostile environment, based on the protected classes defined in Chapter 2

14-II.D. ECC/HANH-CAUSED ERRORS OR PROGRAM ABUSE

De Minimis Errors [24 CFR 5.609(c)(4)]

ECC/HANH will not be considered out of compliance when making annual income determinations solely due to de minimis errors in calculating family income.

A de minimis error is an error where the PHA determination of family income deviates from the correct income determination by no more than \$30 per month in monthly adjusted income (\$360 in annual adjusted income) per family.

ECC/HANH must take corrective action to credit or repay a family if the family was overcharged rent, including when ECC/HANH make de minimis errors in the income determination.

Families will not be required to repay the ECC/HANH in instances where ECC/HANH miscalculated income resulting in a family being undercharged for rent. ECC/HANH will state in our policies how repayment or credit a family the amount they were overcharged as a result of the ECC/HANH de minimis error in income determination.

ECC/HANH Policy

ECC/HANH will reimburse a family for any family overpayment of rent, regardless of whether the overpayment was the result of staff-caused error, staff program abuse, or a de minimis error.

Chapter 15 -SPECIAL HOUSING TYPES

[24 CFR 982 Subpart M]

15-V.C. HOUSING QUALITY STANDARDS

The remedies described in 24 CFR 982.404 do not apply. Rather, if the unit and premises are not maintained in accordance with HQS, ECC/HANH may exercise all available remedies regardless of whether the family or cooperative is responsible for the breach of HQS.

No housing assistance payment can be made unless the unit meets HQS and the defect is corrected within the period as specified by ECC/HANH and ECC/HANH verifies correction (see Chapter 8).

In addition to regular breaches of HQS, breaches of HQS by the family include failure to perform any maintenance for which the family is responsible in accordance with the terms of the cooperative occupancy agreement [HCV GB].

15-VI.C. PAYMENT STANDARD, UTILITY ALLOWANCE AND HAP CALCULATION [FR Notice 1/18/17]

Payment Standards

The ECC/HANH payment standard for manufactured homes is determined in accordance with 24 CFR 982.505 and is the payment standard used for the ECC/HANH's HCV program. It is based on the applicable FMR for the area in which the manufactured home space is located.

The payment standard for the family is the lower of the family unit size (voucher size) or the payment standard for the number of bedrooms in the manufactured home.

Space Rent

The rent for the manufactured home space (including other eligible housing expenses) is the total of:

- The rent charged for the manufactured home space;
- Owner maintenance and management charges for the space;

- The monthly payments made by the family to amortize the cost of purchasing the manufactured home, including any required insurance and property taxes; and
- The applicable allowance for tenant-paid unities.

Amortization Costs

The monthly payment made by the family to amortize the cost of purchasing the manufactured home is the debt service established at the time of application to a lender for financing the purchase of the manufactured home if monthly payments are still being made.

Any increase in debt service due to refinancing after purchase of the home may not be included in the amortization cost. Debt service for set-up charges incurred by a family may be included in the monthly amortization payments made by the family.

In addition, set-up charges incurred before the family became an assisted family may be included in the amortization cost if monthly payments are still being made to amortize the charges.

Rent Reasonableness

If requested by ECC/HANH, the owner must give ECC/HANH information on rents charged by the owner for other manufactured home spaces.

15-VII.B. FAMILY ELIGIBILITY [24 CFR 982.627]

ECC/HANH Policy

ECC/HANH will not establish a higher minimum income standard for disabled and/or non-disabled families.

ECC/HANH Policy

Families will be considered “continuously employed” if the break in employment does not exceed four months.

ECC/HANH will count self-employment in a business when determining whether the family meets the employment requirement.

15-VII.E. ADDITIONAL ECC/HANH REQUIREMENTS FOR SEARCH AND PURCHASE

If the family cannot complete the purchase of a unit within the maximum required time frame, and is not receiving rental assistance under a HAP contract at the time the search and purchase time period expires, the family will be issued a voucher to lease a unit. **E [24 CFR 982.629]**

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15-VII.G. HOME INSPECTIONS, CONTRACT OF SALE, AND ECC/HANH DISAPPROVAL OF SELLER [24 CFR 982.631]

ECC/HANH Policy

The family must hire an independent professional inspector, whose report must be submitted to ECC/HANH for review. This inspector must be a member of the American Society of Home Inspectors (ASHI) or other recognized professional society, or a licensed engineer. The inspector cannot be an ECC/HANH employee or contractor.

ECC/HANH Policy

ECC/HANH will review the professional report in a timely fashion and based on the presence of major physical problems, may disapprove the purchase of the home.

If ECC/HANH disapproves the purchase of a home, the family will be notified in writing of the reasons for the disapproval.

While the family is receiving homeownership assistance, ECC/HANH will conduct an HQS inspection every other year.

Contract of Sale

A contract for the sale of a unit not yet under construction must meet all above requirements, and requirements below. Commencement of construction in violation of the below requirements voids the purchase contract. The purchaser is not obligated to purchase the unit unless an environmental review has been performed and the site received environmental approval prior to commencement of construction in accordance with 24 CFR 982.628; and

The construction will not commence until the environmental review has been completed and the seller has received written notice from ECC/HANH that environmental approval has been obtained. Environmental approval may be conditioned on the contracting parties' agreement to modification to the unit design or to mitigation actions.

A contract for the sale of a unit not yet under construction must meet all above requirements, and requirements below. Commencement of construction in violation of the below requirements voids the purchase contract. The purchaser is not obligated to purchase the unit unless an environmental review has been performed and the site received environmental approval prior to commencement of construction in accordance with 24 CFR 982.628; and

The construction will not commence until the environmental review has been completed and the seller has received written notice from ECC/HANH that

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environmental approval has been obtained. Environmental approval may be conditioned on the contracting parties' agreement to modification to the unit design or to mitigation actions.

ECC/HANH Policy

As a check against predatory lending, ECC/HANH will review the financing of each purchase transaction, including estimated closing costs. ECC/HANH will review the loans for features, such as balloon payments, adjustable-rate mortgages, and unusually high interest rates, all of which are prohibited.

ECC/HANH also will not approve "seller financing" or "owner-held" mortgages. Beyond these basic criteria, ECC/HANH will rely on the lenders to determine that the loan will be affordable to program participants.

The mortgage the family applies for, must require a minimum down payment of at least three percent of the sales price with one percent of the down payment coming from the purchaser's personal funds.

ECC/HANH will not require that the family have any more than the minimum of one percent of their own money in the transaction. However, in cases where a lender is requiring a larger amount, the family may be held to the underwriting guidelines set by their lending institution. ECC/HANH will approve a family's request to utilize its Family Self-Sufficiency escrow account after final disbursement for down payment and/or closing costs when purchasing a unit under the HCV homeownership option.

ECC/HANH Policy

ECC/HANH will use the following amounts for homeownership expenses:

Monthly homeownership payment. This includes principal and interest on initial mortgage debt, taxes and insurance, public assessments, and any mortgage insurance premium, if applicable.

Utility allowance. ECC/HANH's utility allowance for the unit, based on the current HCV utility allowance schedule.

Monthly maintenance/major repair/replacement allowance. A single monthly maintenance/repair/replacement allowance will be provided at \$120 per month.

Monthly co-op/condominium assessments. If applicable, the monthly amount of co-op or condominium association operation and maintenance assessments.

Monthly principal and interest on debt for improvements. Principal and interest for major home repair, replacements, or improvements, if applicable.

Land lease payments. Land lease payments where a family does not own fee title to the real property on which the home is located.

ECC/HANH may pay the homeownership assistance payments directly to the family, or at the ECC/HANH's discretion, to a lender on behalf of the family. If the assistance payment exceeds the amount due to the lender, ECC/HANH must pay the excess directly to the family.

ECC/HANH Policy

ECC/HANH's housing assistance payment will be paid directly to the family. It will be the family's responsibility to make the entire payment to the lender.

ECC/HANH may make an exception if the family requests the payment to go directly to the lender, and this arrangement is acceptable to the mortgage company. If the assistance payment exceeds the amount due to the lender, ECC/HANH must pay the excess directly to the family.

15-VII.M. MOVING WITH CONTINUED ASSISTANCE [24 CFR 982.637]

ECC/HANH must determine that all initial requirements have been satisfied if a family that has received homeownership assistance wants to move with continued homeownership assistance. However, the following do not apply:

- The requirement that a family must be a first-time homeowner is not applicable.
- The requirement for pre-assistance counseling is not applicable. However, ECC/HANH may require that the family complete additional counseling (before or after moving to a new unit with continued homeownership assistance).

Continued tenant-based assistance for a new unit cannot begin so long as any family member holds title to the prior home. However, when the family or a member of the family is or has been the victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking, and the move is needed to protect the health or safety of the family or family member (or any family member has been the victim of a sexual assault that occurred on the premises during the 90-calendar-day period preceding the family's request to move), such family or family member may be assisted with continued tenant-based assistance even if they own any title or other interest in the prior home.

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15-VII.N. DENIAL OR TERMINATION OF ASSISTANCE [24 CFR 982.638]

ECC/HANH may also deny or terminate assistance for violation of participant obligations described in 24 CFR Parts 982.551 or 982.633 and in accordance with its own policy, with the exception of failure to meet obligations under the Family Self-Sufficiency program as prohibited under the alternative requirements set forth in FR Notice 12/29/14.

Homeownership assistance for a family automatically terminates 180 calendar days after the last homeownership assistance payment on behalf of the family. However, an ECC/HANH may grant relief from this requirement in those cases where automatic termination would result in extreme hardship for the family.

ECC/HANH Policy

In order for ECC/HANH to consider granting relief from the requirement to automatically terminate homeownership assistance 180 days following the ECC/HANH's last housing assistance payment on behalf of the family, the family must submit a written request to ECC/HANH at least 30 days prior to the date of automatic termination. The request must include an explanation of the circumstances that will cause an extreme hardship for the family (e.g., the imminent loss of income or employment) as well as documentation supporting the request. The PHA will determine on a case-by-case basis whether to grant relief from the requirement and for what period of time. In no case will ECC/HANH postpone termination beyond an additional 90 days.

ECC/HANH Policy

ECC/HANH will terminate a family's homeownership assistance if the family violates any of the homeowner obligations listed in Section 1, as well as for any of the reasons listed in Section 2 of form HUD-52649, Statement of Homeowner Obligations Housing Choice Homeownership Voucher Program.

In making its decision to terminate homeownership assistance, ECC/HANH will consider alternatives as described in Section 12-II.C and other factors described in Section 12. II.D. Upon consideration of such alternatives and factors, ECC/HANH may, on a case-by-case basis, choose not to terminate assistance.

Termination notices will be sent in accordance with the requirements and policies set forth in Section 12-II.F.

Chapter 17 - PROJECT-BASED VOUCHERS

17-II.E. SUBSIDY LAYERING REQUIREMENTS [24 CFR 983.55, Notice PIH 2013-11, and FR Notice 3/13/23]

HUD requires new construction and rehabilitation housing that will include forms of governmental assistance other than PBVs to undergo a subsidy layering review (SLR) prior to entering into an Agreement to Enter into Housing Assistance Payments Contract (AHAP). Subsidy layering requirements do not apply to existing housing, when PBV is the only governmental assistance, or for projects already subject to a PBV HAP contract, even if the project is recapitalized with outside sources of funding.

When ECC/HANH selects a new construction or rehabilitation project, ECC/HANH must require information regarding all HUD and/or other federal, state, or local governmental assistance to be disclosed by the project owner using Form HUD-2880. Appendix A of FR Notice 3/23/23 contains a list of all required documentation.

Either HUD or a HUD-approved housing credit agency (HCA) in ECC/HANH's jurisdiction performs the subsidy layering review. ECC/HANH must request an SLR through their local HUD Field Office or, if eligible, through a participating HCA.

If the SLR request is submitted to an approved HCA, and the proposed project-based voucher assistance meets HUD subsidy layering requirements, the HCA must submit a certification to HUD and notify ECC/HANH. ECC/HANH may proceed to execute an AHAP at that time if the environmental approval is received.

The HAP contract must contain the owner's certification that the project has not received and will not receive (before or during the term of the HAP contract) any public assistance for acquisition, development, or operation of the housing other than assistance disclosed in the subsidy layering review in accordance with HUD requirements.

17-III.D. INSPECTING UNITS

Pre-HAP Contract Inspections [24 CFR 983.103(b) FR Notice 1/18/17, and Notice PIH 2017-20]

ECC/HANH must inspect each contract unit before execution of the HAP contract. ECC/HANH may not enter into a HAP contract covering a unit until the unit fully complies with HQS, unless the ECC/HANH has adopted a policy to enter into a HAP contract for units that fail the initial HQS inspection as a result of only non-life-threatening conditions, or if the unit passed an alternative inspection.

ECC/HANH Policy

ECC/HANH will provide assistance on behalf of the family for units that fail the initial HQS inspection as a result of only non-life-threatening conditions, or if the unit passed an alternative inspection.

Annual/Biennial Inspections [24 CFR 983.103(d); FR Notice 6/25/14]

ECC/HANH Policy

The PHA will inspect on an annual basis a random sample consisting of at least 20 percent of the contract units in each building to determine if the contract units and the premises are maintained in accordance with HQS.

Termination by ECC/HANH [24 CFR 983.205(c) and FR Notice 1/18/17]

In times of insufficient funding, HUD requires that PHAs first take all cost-saving measures prior to failing to make payments under existing PBV HAP contracts.

Statutory Notice Requirements: Contract Termination or Expiration [24 CFR 983.206, FR Notice 1/18/17, and Notice PIH 2017-21]

Upon termination or expiration of the contract, a family living at the property is entitled to receive a tenant-based voucher. Tenant-based assistance would not begin until the owner's required notice period ends. ECC/HANH must provide the family with a voucher and the family must also be given the option by ECC/HANH and owner to remain in their unit with HCV tenant-based assistance as long as the unit complies with inspection and rent reasonableness requirements. The family must pay their total tenant payment (TTP) and any additional amount if the gross rent exceeds the applicable payment standard.

The family has the right to remain in the project as long as the units are used for rental housing and are otherwise eligible for HCV assistance. The owner may not terminate the tenancy of a family that exercises its right to remain except for serious or repeated lease violations or other good cause. Families that receive a tenant-based voucher at the expiration or termination of the PBV HAP contract are not new admissions to ECC/Hanh's HCV tenant-based program and are not subject to income eligibility requirements or any other admission requirements. If the family chooses to remain in their unit with tenant-based assistance, the family may do so regardless of whether the family share would initially exceed 40 percent of the family's adjusted monthly income.

17-V.C. AMENDMENTS TO THE HAP CONTRACT

ECC/HANH and owner may amend the HAP contract to add additional PBV contract units in projects that already have a HAP contract without having to fulfill the selection requirements found at 24 CFR 983.51(b) for those additional PBV units, regardless of when the HAP contract was signed. The additional PBV units, however, are still subject to the PBV program cap as outlined in ECC's MTW Plan and individual project caps. Prior to attaching additional units without competition, ECC/HANH must submit to the local field office information outlined in FR Notice 1/18/17. The PHA must also detail in the administrative plan their intent to add PBV units and the rationale for adding units to the specific PBV project.

17-VII.C. MOVES

Overcrowded, Under-Occupied, and Accessible Units [24 CFR 983.260]

ECC/HANH Policy

When ECC/HANH offers a family another form of assistance that is not a tenant-based voucher, the family will be given 30 days from the date of the offer to accept the offer and move out of the PBV unit. If the family does not move out within this 30-day time frame, ECC/HANH will terminate the housing assistance payments at the expiration of this 30-day period.

Emergency Transfers under VAWA [Notice PIH 2017-08]

Except where special consideration is needed for the project-based voucher program, ECC/HANH will follow VAWA policies as outlined in Chapter 16 Part IX of this administrative plan, including using the Emergency Transfer Plan as the basis for PBV transfers under VAWA (Exhibit 16-4).

HUD requires that ECC/HANH include policies that address when a victim has been living in a unit for less than a year or when a victim seeks to move sooner than a tenant-based voucher is available.

ECC/HANH Policy

When the victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking has lived in the unit for less than one year, ECC/HANH will provide several options for continued assistance.

ECC/HANH will first try to transfer the participant to another PBV unit in the same development or transfer to a different development where ECC/HANH has PBV units. ECC/HANH will expedite the administrative

processes in this case in an effort to conduct the transfer as quickly as possible.

If no units are available for an internal transfer, or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to either tenant-based rental assistance (HCV) or assistance in ECC/HANH public housing program. Such a decision will be made by ECC/HANH based on the availability of tenant-based vouchers and/or vacancies in public housing units. Such families must be selected from the waiting list for the applicable program. ECC/HANH has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, stalking, and human trafficking in both its HCV and public housing programs in order to expedite this process. See Section 4-III.C. of this administrative plan.

If a victim wishes to move after a year of occupancy in the unit, but no tenant-based vouchers are available, ECC/HANH will offer the participant an internal transfer to another PBV unit in the same development or a transfer to a different development where the ECC/HANH has PBV units. ECC/HANH will expedite the administrative processes in this case in an effort to conduct the transfer as quickly as possible.

If no units are available for an internal transfer, or if there is reasonable cause to believe that such a transfer would put the victim in jeopardy, the participant may receive continued assistance through an external transfer to the ECC/HANH's public housing program. ECC/HANH has adopted a waiting list preference for victims of domestic violence, dating violence, sexual assault, stalking, and human trafficking as part of the public housing ACOP in order to expedite this process.

EXHIBIT 17-2: PBV Development Information

EXHIBIT 17-2: Special Provisions Applying to TPVs Awarded as Part of a Voluntary Conversion of Public Housing Units in Projects that Include RAD PBV Units

Chapter 20

SPECIAL PURPOSE VOUCHERS

INTRODUCTION

Special purpose vouchers are specifically funded by Congress in separate appropriations from regular HCV program funding in order to target specific populations. Special purpose vouchers include vouchers for the following programs:

- Family Unification Program (FUP)
- Foster Youth to Independence (FYI) program
- Veterans Affairs Supportive Housing (VASH)
- Mainstream
- Non-Elderly Disabled (NED)
- Stability Voucher program

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

FROM: Karen DuBois-Walton, President/Executive Director

RE: Resolution Authorizing Resolution Authorizing An Agreement With The City Of New Haven For Sharing Of Employees Of The Livable City Initiative (LCI) To Conduct HCV/Section 8 Housing Quality Standard (HQS) Inspections For The Period Commencing October 1, 2024, And Ending September 30, 2028 For An Amount Not To Exceed \$374,457.00, In Year 1 And \$374,457.00 Plus Adjustment For Increase In City Employee Costs In Years 2-4 With An Option To Extend For One (1) Additional Year

ACTION: Recommend that the Board of Commissioners adopt Resolution #09-59/24-R

TIMING: Immediately

DISCUSSION: For several years, through an employee sharing agreement, ECC/HANH has contracted with the City of New Haven to share the time of certain City employees working in the City's Livable City Initiative (LCI) to conduct the required HQS inspections for the ECC/HANH. LCI conducts initial inspections on HCV/Section 8 units, inspects every HCV/Section 8 unit on a biennial or triennial schedule and conducts special inspections. ECC/HANH has implemented rent simplification policies that allow for self-certification of the correction of certain deficiencies. This initiative thereby reduces the number of inspections conducted.

Through this employee sharing arrangement, ECC/HANH utilizes 2.5 full time inspectors and 1.5 full time program administrators. The City of New Haven may only enter agreements for a period of four (4) year without Board of Alder authorization. Because the City and ECC/HANH have utilized this arrangement for several years, the authorization requested by the attached resolution is for four (4) year, with the President/Executive Director being authorized to extend the term of the agreement for one (1) additional year upon confirmation from the City that the City has such authorization to so contract with ECC/HANH.

In accordance with the ECC/HANH Revised Procurement Policy, 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 authorized by the Board of Commissioners.

FISCAL IMPACT: \$374,457.00 in HCV/Section 8 Funds in Year 1

\$374,457.00 plus adjustment for increase in city employee costs in HCV/Section 8 Funds in Year 2-4

SOURCE OF FUNDS: HCV/Section 8 Funds

STAFF: Coreen Toussaint
Vice President of Housing Choice Voucher

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION #09-59/24-R

**Resolution Authorizing Resolution Authorizing An Agreement With The City Of New Haven
For Sharing Of Employees Of The Livable City Initiative (LCI) To Conduct HCV/Section 8
Housing Quality Standard (HQS) Inspections For The Period Commencing October 1, 2024, And
Ending September 30, 2028 For An Amount Not To Exceed \$374,457.00, In Year 1 And \$374,457.00 Plus
Adjustment For Increase In City Employee Costs In Years 2-4 With An Option To Extend For One (1)
Additional Year**

WHEREAS, the Housing Authority of the City of New Haven d/b/a Elm City Communities ("ECC/HANH") operates low-income housing programs with federal funds pursuant to the Housing Act of 1937, as amended; and

WHEREAS, in order to perform certain administrative work required by federal regulation in connection with the HCV/Section 8 Program ("HCV") including, but not limited to, HQS inspections, ECC/HANH requires the services of an outside service provider for the purpose of inspecting HCV/Section 8-assisted housing units located in the City of New Haven to confirm conformance with Section 8 HQS standards; and

WHEREAS, the City of New Haven (the "City") Livable City Initiative ("LCI"), in the normal course of its business, employs individuals who conduct these inspection services for the City; and

WHEREAS, the City and ECC/HANH agree that it would be advantageous to ECC/HANH and the City for ECC/HANH to utilize the City's employees to conduct the required Section 8 HQS inspections; and

WHEREAS, ECC/HANH and the City do each desire to set forth the terms and conditions pursuant to which t ECC/HANH shall utilize the services of certain employees of the City to conduct the HQS inspection services and reimburse the City for the employee costs related thereto; and

WHEREAS, in accordance with the ECC/HANH Revised Procurement Policy, 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 authorized 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. The award of a contract in an amount not to exceed \$374,457.00 for year 1 and \$374,457.00 plus adjustment for increase in city employee costs in HCV/Section 8 Funds in Year 2-4 to LCI for HQS inspections be and hereby is authorized and directed, including the expenditure of such amounts as set forth in this Resolution; and
2. The Executive Director be and hereby is authorized, empowered and directed to execute and deliver such documents, instruments and agreements necessary to fulfill the foregoing purposes, and to take any and all such action ancillary, or necessary related thereto; 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 September 17, 2024

Karen DuBois-Walton, Ph. D.
Secretary/Executive Director

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

AGREEMENT FOR
HCV/SECTION 8 INSPECTION SERVICES
ECC CONTRACT NUMBER:
CITY CONTRACT NUMBER: A20-1538

THIS AGREEMENT FOR HCV/SECTION 8 INSPECTION SERVICES (the "Agreement") is entered into as of ~~July 1, 2023~~, 2024 and made effective on October 1, 2024 by and between the Housing Authority of the City of New Haven, a public body corporate and politic organized and existing pursuant to Chapter 128 of Connecticut General Statutes with a business address located at 360 Orange Street, New Haven, Connecticut 06510 (the "Authority" or "ECC") and the City of New Haven, a municipal corporation existing under the laws of the State of Connecticut, with an office located at 165 Church Street, New Haven, Connecticut 06510 (the "City").

WITNESSETH:

WHEREAS, the Authority operates low-income housing programs ("Programs") with Federal funds pursuant to the National Housing Act of 1937, as amended ("Act") and is currently constructing and modernizing its housing projects under said Act; and

WHEREAS, in order to perform administrative work, including, but not limited to, inspections and other related functions in the Programs, the Authority requires inspections of HCV/Section 8-assisted housing units located in the City of New Haven for compliance with the Housing Code of the City of New Haven and the Housing Quality Standards required by the Act; and

WHEREAS, the City, in the normal course of its business, employs individuals who perform for the City the services desired by Authority as defined in this Agreement; and

WHEREAS, the City and Authority agree that it would be advantageous to the Authority and the City for the Authority to share with the City the services of certain of the City's employees to perform the services defined pursuant to this Agreement; and

WHEREAS, the Authority and City do each desire to set forth the terms and conditions pursuant to which Authority shall share the services of certain employees of the City and reimburse the City for the City's actual costs related thereto.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby agree and covenant as follows:

1. In the performance of this Agreement, the Authority and the City shall comply with all rules, regulations, orders and statutes of the U.S. Department of Housing and Urban Development (hereinafter referred to as "HUD") applicable to the Programs under the Act, which are deemed incorporated herein by reference.

2. The City shall perform and provide to the Authority those services as set forth in the Scope of Services in **Schedule A and Schedule B** attached hereto and incorporated herein by this reference (the "Services"). All work performed pursuant to this Agreement shall be performed by the City's employees who are classified as "Housing Code Inspector" as assigned to the Livable City Initiative Bureau ("LCI") of the City of New Haven.
3. In consideration of the provision of the Services in accordance with **Schedule A and Schedule B**, the Authority shall reimburse the City in accordance with the provisions of Section B and Section C to Schedule A.
4. The City shall utilize ECC Inspection Software for all inspections performed pursuant to this Agreement. Said software shall be used in connection with the hand-held computer inspection equipment (the "Equipment") provided by the City to the Housing Code Inspectors.

As part of ECC's migration to Elite Mobile Inspection Platform ("Elite") and Bob.AI, ECC shall provide training, hardware and software support to LCI's Housing Code Inspectors and administrative personnel, as needed. ECC through its IT Department shall assist the City in the resolution of any IT/system issues related to Elite. Additionally, ECC, acting by and through its IT Department, shall endeavor to make changes to the Elite database and Bob.AI, reporting templates and forms to increase the efficiency and effectiveness of the Elite and Bob.AI platform for LCI staff.

5. The City shall submit to the Authority monthly invoices for reimbursement, as specified in **Schedule A**, upon completion of the Services in a form reasonably satisfactory to the Authority. Payment shall be made no later than forty five (45) calendar days after receipt of each invoice.
6. The City shall perform all Services under this Agreement in accordance with the time periods established in **Schedule A and Schedule B**.
7. This Agreement shall terminate on September 30, 2025-4 subject to the Authority's and City's termination rights as set forth in paragraph 12 of this Agreement. This Agreement may be renewed for up to one additional period of one (1) year, upon the terms and conditions set forth herein, by mutual agreement of Authority and City.
8. The Authority shall not be liable for any damage or injury to the person or property of the City, the City's employees, agents, partners or representatives except in case of the Authority's negligence. The City shall function as an independent contractor and will be responsible for providing insurance coverage for its own employees to the extent that the City deems necessary.
9. This Agreement, the Exhibit and Schedules attached hereto, and the statutes, rules and regulations incorporated by reference, constitute the entire agreement between the parties. No oral or written statements, assurances, or promises made prior to the execution of this Agreement shall be legally binding on any party.

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10. This Agreement shall not be changed, altered, modified or amended by the parties, except in writing and executed by all parties.
11. Neither the City nor the Authority shall assign this Agreement or subcontract any of the Services to be provided under this Agreement to other persons, partnerships, companies or corporations without the prior written approval of the non-assigning party.
12. The Authority or the City may terminate this Agreement at any time and for any reason by giving written notice of at least ninety (90) business days to the attention of the Authority or the City as the case may be. Upon termination, for any reason other than breach of this Agreement by the City, the Authority shall pay for Services satisfactorily performed in accordance with this Agreement.
13. Except as may be otherwise limited by applicable Freedom of Information laws, all reports, information, data, etc., furnished to or prepared, assembled or used by the City under this Agreement are confidential, and the City agrees that such reports, information, data, etc., shall not be made available to any individual or organization without the prior written approval of the Authority. The prior written approval of the Authority shall be required before the City or any of its employees, servants, agents or independent contractors may, at any time, either during or after completion or termination of this Agreement, make statements to the press or issue any material for publication through any media of communication bearing on the work performed or data collected under this Agreement, it being the specific intent that the entire work of the City under this Agreement is the sole and exclusive property of the Authority.
14. This Agreement shall be governed by the laws of the State of Connecticut and the United States.
15. Capitalized terms not otherwise defined hereunder, including the Exhibits and Schedules hereto, shall have the meaning ascribed to them by HUD regulations.

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[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties have set their hand and seal as of the date first hereinabove written.

CITY OF NEW HAVEN

HOUSING AUTHORITY OF THE CITY
OF NEW HAVEN

By: _____
Justin Elicker
Mayor

By: _____
Karen DuBois-Walton
President

Approved as to form and correctness:

MCCARTER & ENGLISH, LLP
Outside General Counsel

By: _____
Michael J. Pinto
Assistant Corporation Counsel

By: _____
Rolan Joni Young ~~Smith~~, Esq.
A Partner, ~~McCarter & English~~

(Date)

(Date)

SCHEDULE A

SCOPE OF WORK AND PAYMENT SCHEDULE

A. Scope of Work

1. The City shall perform ECC HCV/Section 8 Program inspections as assigned by the Authority's Vice President, Housing Choice Voucher or his/her designee (the "Inspections") to determine whether a unit satisfies ~~Housing Quality Standards HQS or National~~ Housing Quality Standards for the Physical Inspection of Real Estate (~~HQS~~ HQS/NSPIRE).. Inspections can be completed in-person, virtually or through self-certification. The City shall conduct the Inspections which shall include inspections required for initial inspections, biennial and triennial inspections, special inspections (i.e. landlord and participant complaints, etc.), and follow-up inspections related to ~~HQSHQS~~ HQS-NSPIRE compliance. ECC shall not reimburse for follow-up inspections related to Housing code violations that are not ~~HQSHQS~~ HQS-NSPIRE non-compliance items. (For the purposes hereof, all references to ECC's HCV/Section 8 Program shall include the Tenant Based Housing Choice Voucher, Single Room Occupancy/Moderate Rehabilitation, Veteran Affairs Supportive Housing (VASH), Project Based Housing Choice Voucher (PBV) Programs and Rental Assistance Demonstration (RAD/PBV). LCI must use ECC's Elite system, Bob.AI or designated system to schedule and document all inspections within 24 hours of the scheduled inspection. LCI Inspectors will use a handheld tablet to conduct inspections and upload inspected units to the Elite software, Bob.AI or designated ~~with system~~ within 24 hours after the inspection. ECC shall have access to the electronic data and completed inspection reports and LCI shall deliver the original inspection booklets to ECC for all inspections performed in accordance with this Agreement until such time as all of the inspections and subsequent reports can be processed and accessed electronically through the Elite System.

The Authority and the City agree that City shall complete the Inspections in accordance with the following schedule:

Submission and Delivery Schedule

Activity	Period	Due Date (to CITY)	Responsible Party
Initial Inspection Requests to City	Continuous	Within 5 calendar days of Receipt of completed RFTA	ECC
LCI Scheduling and completion of the Initial Inspection	Continuous	Within 10 calendar days of Receipt of completed RFTA	LCI
Emergency Scheduling & Inspections	Continuous	Emergency Inspections must scheduled <u>be scheduled</u> and completed within 24 hrs. of receipt of notification from ECC	LCI

Special Scheduling & Inspections	Continuous	Special inspection must be conducted within 15 days. If the annual-HQS inspection /annual HQS inspection NSPIRE has been scheduled or is due within 90 days from the date the Special inspection-HQS /NSPIRE is Scheduled, LCI must conduct an Annual HQS-HQS -NSPIRE instead of the Special Inspection HQS /NSPIRE.	LCI

2. For units under HAP contract, ECC established a self-certification for units that have failed an inspection for deficiencies related to items that are not considered life threatening items. This process allows for landlords and tenant to self-certify that the Landlord and/or Tenant has corrected all deficiencies listed in the inspection report and outlined in the attached Schedule B. Units that fail the HQS /NSPIRE Inspection for health and safety deficiencies (as defined in Schedule B) are subject to re-inspection by LCI for compliance.

In the event the landlord or the tenant fail to provide LCI with the completed self-certification forms signed by both the landlord and tenant, the failed unit will go into abatement. In such instances LCI shall not be required to perform an additional ~~HQS HQS~~-NSPIRE inspection on a unit that fails for deficiencies related to items that are not considered health and safety items and the unit will be referred back to ECC.

LCI will also prepare and forward all pertinent data relative to the abatement process, this is to be submitted to ECC: via Docuware or such other computer software system required by ECC with access to the same made available by ECC to LCI (hereinafter referred to as "Docuware"). Once a unit has failed two (2) inspections, two (2) no entries or one (1) fail and (1) no entry and the City has entered the information into Elite, the unit will automatically go into abatement, in the case of owner responsibility. The aforementioned process does not apply to units that fail for deficiencies related to items that are not considered life and safety items. In these instances, unless otherwise directed by ECC, the unit may be placed into Abatement after one (1) failed inspection, and failure to meet the self-certification requirements established in Schedule B for non-health and safety deficiencies. All manually entries into Elite must be completed by the following business day at noon following the inspection.

3. LCI shall schedule the Inspections and shall send notification in writing by U.S. mail or, when available, by electronic mail to both the landlord and the tenant of the scheduled inspection. LCI will provide the Authority with access to the inspection schedule thru the Elite System. The Authority may verbally request that LCI schedule an Inspection within a shorter timeframe if necessary, as determined by the Authority, in its sole and absolute discretion. LCI shall use its best efforts to perform such inspections within the requested timeframe.

Annual or special inspections cannot be conducted on Fridays to ensure compliance with HUD's 24-hour emergency violation reinspection requirement.

This is to ensure if a unit fails an inspection due to an emergency violation, there's a requirement to reinspect it within 24 hours. By avoiding inspections on Fridays, LCI will ensure they have sufficient time to perform the reinspection within the required timeframe.

4. Copies of the inspection reports and all associated tenant/owner notices shall be provided by LCI to ECC via Docuware biweekly and a report and invoice will be provided monthly.

5. LCI agrees to the mandatory use ECC issued handheld devices and software system which provides Form HUD-52580-A entitled "Inspection Form" or designated ECC or HUD form when conducting inspections and Form HUD-52580 entitled "Inspection Checklist". LCI must complete all items on Form HUD-52580-A or designated ECC or HUD form through ECC handheld device and uploaded to software system on a daily basis.

6. Each month, ECC's designee, will conduct Quality Control inspections to ensure that LCI conducted inspections are compliant to HUD regulations. These inspections are a review of LCI conformance to HUD procedures.

7. LCI shall assign two inspectors full-time per day and use its best efforts to perform between a total of sixteen (16) inspections per day/per the two assigned inspectors. The parties recognize that scheduled inspections may be cancelled by the tenant and/or landlord involved and that tenants and/or landlords may not show up for scheduled appointments. LCI will reschedule other inspections for the time period covered by the cancelled inspections or the no-show appointments within ten (10) days of the original inspection date. Proof of visit for no shows must be documented and submitted to ECC with the final inspection documents via Docuware or Bob.AI.

8. If a unit fails an inspection, LCI shall send a notice of the failed deficiencies within 72 hours to the owner and/or tenant for corrective action to be taken within fifteen (15) days of the date of the failed inspection. The notice will include the list of deficiencies and a self-certification form or a reinspection date for the health and safety items, within fifteen (15) days of the failed inspection date. LCI shall send notice of a re-inspection date within seventy-two (48) hours of a no entry inspection. The final inspection shall be automatically scheduled by LCI within 48 hours of a second fail or a second no entry inspection and/or abatement. The final inspection shall be conducted by LCI within fifteen (15) business days of the second fail or second no entry inspection and/or abatement. There will be no more than three (3) inspections per tenant/landlord in the case of failed inspections and/or abatement.

9. LCI shall use ECC's Elite System, Bob.AI or designated system to maintain an appropriate database of inspection records to provide the Authority with information regarding

the status of all inspection work. All inspections MUST be entered into Elite, Bob.AI or designated system with 24hrs after the inspection was conducted.

10. At no additional cost to the Authority, LCI shall participate in workshops, which participation shall include but not be limited to presenting at such workshops, Landlord Symposiums and Workshops.

B. Reimbursement

1. The Authority will reimburse LCI, for LCI's actual cost of employing two and 5/10 (2.5) full time inspectors (the "Inspectors") and one and 5/10 (1.5) full time program administrators (the "Administrators") to perform all ECC Housing Choice Voucher Program inspections, in the aggregate amount of Three Hundred Sixty Three Thousand, Five Hundred and Fifty Dollars (\$363, 550.00) for the year 2020 – 2021. Thereafter, for the years 2021-2022, 2022-2023 and 2023-2024, the reimbursement payable by the Authority hereunder shall be equal to the sum of Three Hundred Sixty Three Thousand Five Hundred and Fifty (\$363,550.00) Dollars and Zero Cents plus any increase in the cost to LCI of employing the Inspectors and the Administrators for the year in question.

~~2. The amount of the contract assumes that ECC will reimburse LCI for its program delivery costs associated with its management of the ECC HCV/Section 8 Program. In instances where program delivery costs exceed the cost assumptions as projected by LCI and ECC, LCI shall have the right to request additional reimbursements for the following items and activities: copying / reproduction costs; postage and mailings, mileage reimbursements, HUD certification and training requirements, telephone and internet connection charges. Unless otherwise agreed to by ECC the following expenses are ineligible additional reimbursement expenses: salaries or overtime, not otherwise provided for pursuant to Section B.1, above, vehicle repair costs, equipment replacement.~~

C. Payment Schedule

1. LCI will submit an invoice on a monthly basis for 1/12th of the annual contract amount. All invoices shall be emailed to the Sr. Administrative Assistant and Vice President of Housing Choice Voucher Program along with a summary of the inspection activities during the period and the inspection booklets (until such time as all of the inspection results are available through the Elite mobile inspection platform) and mailed to:

**ECC
Accounts Payable Division
PO BOX 1870
New Haven, CT 06508-1870**

2. Payments shall be mailed within 45 days of the invoice date or 45 days from receipt of invoice, whichever is later, so long as ECC is provided with reports of the ~~goods/~~services

~~specified~~rendered in the format and with the level of detail specified by ECC, along with an original invoice submitted to Accounts Payable P.O. Box 1870, New Haven, CT 06508-1870. ~~The date of receipt of the LCI invoice shall be the earlier to occur of the email submission identified in Section C.1, above, or the invoice mailed pursuant to this Section C.2.~~

3. LCI shall provide ECC with all the required inspection and resident data necessary to generate monthly reports. All required information will be entered into the Authority's Elite Data Management System including all pass/fail inspections and no entry visits. From the submitted information, the Authority should be able to complete the reporting documents outlined below. LCI will provide any additional information as requested.

SCHEDULE B

TENANT OWNER SELF CERTIFICATION PROCESS AND REQUIREMENTS

1. In accordance with ECC's MTW Plan and Rent Simplification Policy, ECC will no longer inspect every HCV/Section 8 unit annually. ECC will inspect each unit biennially for families and triennially for elderly/disabled families. The HQS /NSPIRE inspections will coincide with the participant's biennial or triennial recertification schedule. ECC will also allow a self-certification process for failed inspection for deficiencies related to items that are not considered health and safety items. Landlords and participants will be able to self-certify and submit documentation of correction of deficiencies

2. List of Deficiency / Fail Items Not Eligible for Self-Certification

The following tables outlines fail items that are not eligible for self-certification by the landlord and tenant. If LCI determines that a Failed Inspection is the result a one-or more of these conditions, than it is not eligible for self-certification by the tenant and landlord.

General Safety/Fire Safety	
No Carbon Monoxide Detectors	Missing/Defective
No Smoke Detectors	Missing/Defective
Sprinkler system not working	When sprinkler system required
Emergency Lights not working	
Obstructed egress	Common halls, fire escapes, windows
Combustibles – Gasoline tanks and other small engines	In mechanical rooms, basement or other small buildings attached to house/building
Mechanicals missing emergency release valve (and downspout)	On water heater/boiler and steam boiler
Chimney	Leaning or missing bricks
Chimney Flue	Needing to be sealed or obstructed
Stairs (interior and exterior)	Loose or missing handrails, loose, missing or broken parts
Missing or defective structural members	
Electrical	
No Electricity	
Defective electrical wiring	
Defective electrical outlets	
Defective or missing blanks in electrical breaker panel	
Defective or missing light fixtures	
Mixed wiring	Not to include house meters

Missing light switch	
Missing outlet covers	
No lights in any area	Including, but not limited to common areas, basement and exterior
Other Utility Related Items	
Natural or LP gas or fuel oil leaks	
Utilities not in service, including no running hot water	
Interior	
Holes in floor causing a risk of injury	
Defective flooring causing a tripping hazard or risk of splinters	
Ceiling in danger of collapse	Throughout unit and including porches and other exterior surfaces
Excessive mold and dampness on walls	Including but not limited to unit, common areas and basement
Severe buckling, bulging or leaning walls	
Loosely hanging cabinets	
No Heat or insufficient heat	When outside temperature is below 60 degrees Fahrenheit.
Infestation	
Bedbugs	Must provide treatment plan

The determination of whether a unit passes or fails is at the sole discretion of LCI. LCI shall inspect for HQS /NSPIRE compliance and pass/fail a unit in accordance. In addition to items list above, units may be cited because they are not in compliance with City of New Haven Housing Code Ordinances and other applicable and approved City and State ordinances concerning property management, health and building conditions. Landlords will be responsible for addressing housing code compliance issues directly with LCI. Should a unit pass HQS /NSPIRE but be cited for other issues, LCI shall communicate this to ECC and ECC in turn will alert the HCV participant of the findings.

Landlords have the right to appeal LCI's decision on failed deficiencies. Director of Housing Choice Voucher Program or any higher-level management may overturn LCI decision if deficiencies do not align with City of New Haven Code of ordinance or HQS /NSPIRE regulations.

Reinspection's will only be scheduled to address to Health and Safety Concerns. All other deficiencies, whether HQS /NSPIRE or Code Enforcement must be addressed via Self-Certification process.

3. List of Fail / Deficiency Eligible for Self-Certification

The following deficiencies will cause a unit to fail HQS /NSPIRE, but are considered not life-threatening. Owner and tenants will be able to abate such deficiencies and provide LCI with Self-Certification form within the allotted time.

Exterior

- High Grass
- Trash
- Doorbell not working
- Missing or deteriorated gutters and/or downspouts
- Defective exterior surfaces
 - i.e.: mildew, cracks in boards, loose boards
- Chimney
 - Re-pointing needed

Walls (interior and exterior)

- Small or shallow holes, less than 8" x 12"
- Loose or missing parts
- Unpainted surfaces
- Loose or broken wood or other panels

Kitchen/Bathroom

- Minor faucet leaks
- Slow drains
- Defective floor covering, if not a cutting or tripping hazard
- Worn floor covering
 - i.e.: peeling tiles, or stained carpets

Apartment Doors

- Not weather tight
- Missing peep hole

Other Room Doors

- Broken
- Missing
- Cracked
- Missing or defective hardware
- Ill-fitted bedroom doors

Appliances

- Refrigerator
 - Broken or missing handle
 - Broken seal
 - Dirty
- Stove
 - Dirty

Plumbing

- Toilet
 - Water runs constantly
 - Loose Toilet

- Low water pressure
- Dripping faucets
- Slow drain
- Partially rusted or corroded faucet handles
- Absent or broken shower curtain rods
- Deteriorated grout
- Mildew

Other

- Trash in hallways
- Windows not weather tight
- Vents where required, not working = i.e.: kitchen/bathroom
- Minor cracks on window panes
- Splinter on window frames
- Missing or deteriorated window screens
- Minor rotting on frames
- Loose window panes = missing putty
- Cracked ceiling plaster
- Cracked sheet rock boards
- Unpainted walls and ceilings
- Defective or stained ceiling tiles
- Water Stains
- Dirty or stained surfaces
- Lack of wallpaper or stained wallpaper
- Lack of paint or cosmetic conditions
- Stained or shredded carpeting, unless a tripping hazard
- Carpet odors
- Missing or broken cabinet doors
- Defective countertops
- Deteriorated basement windows
- Any other non-life-threatening deficiencies

4. Landlord – Tenant Self-Certification Process

The following section outlines the self-certification process for inspections where the City has failed a unit for non-life safety HQS /NSPIRE violations only. In these instances, it is the responsibility of the Landlord and the Tenant(s) to provide the City with the required self-certification documentation within the repair period confirming that the non-life safety repairs have been completed.

Self-Certification Process

Step	Activity
1	First Bi-Annual/Tri-Annual LCI HQS /NSPIRE Inspection – Result - Self Certification - Fail

2	LCI Send out Non-Life Safety Fail Notice with Certification Information
3	Landlord / Tenant have 15 days from date of letter to correct deficiencies send submit self-certification to LCI
4	If LCI does not receive the self-certification within 15 days, the inspection will be considered to have failed a second time and will go into abatement, the 1st day of the following month (Self Certification – 2nd Fail Abatement). LCI shall send out Failure to Receive Certification Notice (Final Fail Notice) no more than 15 days after original Non-Life Safety Fail Notice sent to Owner/Tenant if not received.
5	If LCI does not receive the self-certification within 25 days from the date of the original HQS /NSPIRE Failed Inspection Letter, LCI will process Non-Life-Safety Self Certification Final Fail Termination in Elite. The HAP contract will be terminated and the Tenant will need to move or can remain in the unit if the Landlord/Tenant agree to a new Lease and HAP contract and Initial inspection.
6	NOTE: Unit put into Abatement – no retroactive or additional payments will be made

5. Landlord – Tenant Self-Certification Compliance Timetable (fail)

a. Landlord/Tenant will have 15 days from date of Fail Letter to satisfy deficiencies and provide LCI with fully executed Self-Certification Documents.

b. Failure to Receive Certification Notice sent out 15 days after or

Notice of Failure sent to Tenant/Landlord by LCI	1 Day
Correction of deficiency(s) and Self-Certification Due to LCI	2 – 15 Days (first opportunity to correct deficiencies) 16-25 Days (second opportunity to correct deficiencies))
Abatement pending receipt of Self-Certification Documents	26 – 30 days from the initial failed inspection.

6. Extension Requests for Completing Self-Certification Requirements

The Landlord and the Tenant are entitled to request and receive one (1) thirty (30) day extension to complete the repairs and submit the completed self-certification documents to the ECC through the LCI Department of the City of New Haven. All requests for extension must be submitted in writing and received at least three (3) days in prior to the end of the repair period. ECC or its designee has the right to decline an extension requests. In these instances, Landlord and Tenant are required to complete the repairs and submit the certification documents as required. Failure to comply may result in the property being put into Abatement.

7. Self- Certification Pass

Approved Self-Certification Forms will be added to the unit inspection file and submitted to ECC [via Docuware or Bob.Ai](#) for its records. LCI will send the landlord(s) and tenant(s) a letter indicating that the property has passed its HQS /NSPIRE Inspection requirements.

8. Self -Certification Fail

If LCI or its designee fails to receive the completed Self-Certification documents within the Repair Period or the documentation fails to demonstrate that the issue was abated, the property will be issued a Final Fail and put into abatement, unless the Landlord and Tenant requested and are approved for a one (1) time extension to complete the non-life safety issues that were identified.

9. Special Inspections – Eligible for Self Certification

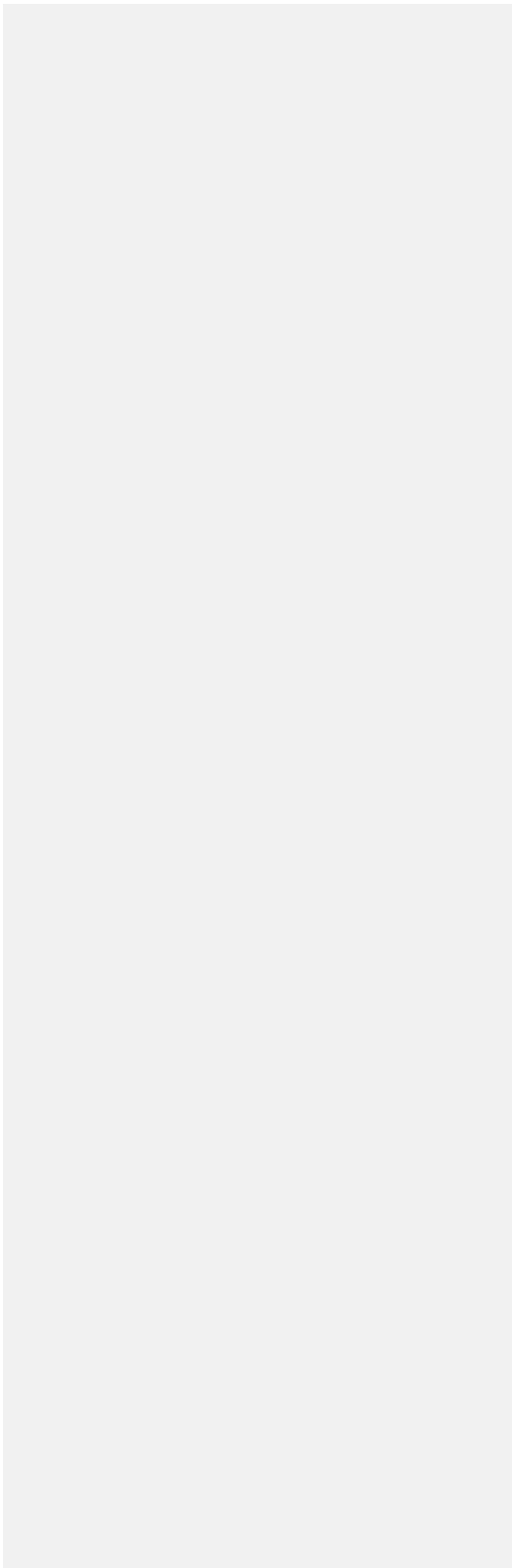
All ~~Special~~Special Inspections that result in a fail HQS/NSPIRE for non-life-threatening deficiencies will be eligible to go through the Self-Certification process.

10. Self-Certification Processing Requirements

1. Landlord and Tenant both must sign that Self-Certification Form

Failure to have both the landlord (and their designee) and the tenant execute the self-certification form will be considered fail, even if the fail items have been addressed.
2. Evidence that work has been completed i.e. (pictures, receipts, contracts, etc.)
3. Submission of the Self-Certification form with supporting documentation within the Compliance Period.

|



MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

FROM: Karen Dubois-Walton, Executive Director

RE: Resolution Authorizing Change Order # 1 to the Contract with The Kelly Group for Additional Project Management Support services for an additional amount of \$200,000.00

ACTION: Recommend that the Board of Commissioners adopt Resolution # 09-60/24-R

TIMING: ASAP

DISCUSSION: On June 21, 2022, the Board approved Resolution #06-28/22-R, a contract award to The Kelly Group for Additional Project Management Support for a contract amount not to exceed \$300,000.00 annually for a period of Five Years commencing on July 21, 2022, for a total contract amount not to exceed \$500,000.00.

ECC/HANH now seeks to amend the existing contract due to the increase in IT projects. This increase has brought forth the need for additional project management skills to manage and implement the projects.

ECC/HANH seeks approval of Change Order # 1 in the amount of \$200,000.00 bringing the total contract not to exceed value from \$500,000.00 to \$700,000.00 for an additional period of None ending on June 7, 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 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 Change Order # 1 to the contract with The Kelly Group for Additional Project Management Support services for an additional value of \$200,000.00 bringing the total contract not to exceed value from \$500,000.00 to \$700,000.00.

FISCAL IMPACT: Additional \$200,000.00 in Operating Funds Available

STAFF: Donna Piccirilli, VP Information Technology

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION # 09-60/24-R

RESOLUTION AUTHORIZING CHANGE ORDER # 1 TO THE CONTRACT WITH The Kelly Group FOR Additional Project Management Support SERVICES FORAN ADDITIONAL \$200,000.00 BRINGING THE TOTAL NOT TO EXCEED CONTRACT AMOUNT FROM \$500,000.00 TO \$700,000.00

WHEREAS; on June 21, 2022, the Board approved Resolution #06-28/22-R, a contract award to The Kelly Group for Additional Project Management Support for a contract amount not to exceed \$300,000.00 annually for a period of Five Years commencing on July 21, 2022, for a total contract amount not to exceed \$500,000.00; and

WHEREAS, ECC/HANH's seeks to further amend this contract is due to the increase in IT projects, because of this, additional project management skills are required to manage and implement the projects.; and

WHEREAS, HANH is requesting the Board of Commissioners approve Resolution #06-28/22-R Change Order #1 to the contract with The Kelly Group for Additional Project Management Support services for an additional None and an additional \$200,000.00 bringing the total contract not to exceed value from \$500,000.00 to \$700,000.00.; 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.

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

1. ECC/HANH staff is now recommending that the Board of Commissioners authorize change order #1 for an additional \$200,000.00 and an additional None to the contract with The Kelly Group for Additional Project Management Support bringing the total contract not to exceed amount from \$500,000.00 to \$700,000.00 for a period of None beginning June 30, 2027 and ending June 7, 2027.
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. 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 September 17, 2024.

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

Date

REVIEWED:

McCarter & English, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young

CHANGE ORDER LOG for The Kelly Group

Contract Begin Date: July 1, 2022

Contract Amount: \$500,000.00

Change Order	Change Order #	Reason
Original Contract July 1, 2022		
First renewal option - January 1, 2022		1 Additional funds required for Project Management
Total Value		

CONTRACT NUMBER

Amount

\$500,000.00

\$200,000.00

\$700,000.00

MEMORANDUM

TO: Board of Commissioners

DATE: September 17, 2024

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

RE: Resolution Authorizing Contract Award to Chesson & Sckweichert, LLC for non-payment and nuisance legal services agency wide for a total contract not to exceed amount of \$439,200.00 for the period beginning October 1, 2024, and ending September 30, 2027, with no options to renew

ACTION: Recommend that the Board of Commissioners adopt Resolution # 09-61/24-R

TIMING: Immediately

RATIONALE: Elm City Communities/ Housing Authority of the City of New Haven has determined a need for legal services for non-payment and nuisance summary process.

On May 15, 2024, ECC/HANH solicited proposals for non-payment and nuisance legal services. ECC/HANH received proposals from (2) two law firms, Crumby Law Group in the amount of \$525,600.00 and Chesson & Sckweichert, LLC in the amount of \$439,200.00. The ECC/HANH evaluation committee reviewed the proposals and determined Chesson & Sckweichert, LLC the most responsible proposal.

ECC/HANH staff is recommending that the Board of Commissioners authorize the Contract Award to Chesson & Sckweichert, LLC for non-payment and nuisance legal services agency wide for a total contract not to exceed amount of \$439,200.00 for the period beginning October 1, 2024, and ending September 30, 2027, with no options to renew.

In accordance with resolution 07-54/01-R adopted by the Board of Commissioners on July 24, 2001, all contracts greater than \$50,00.00 and all change orders in excess of 10% of the contract value must be authorized by the Board of Commissioners prior to execution. ECC/HANH staff is recommending that the Board of Commissioners authorize the Contract Award to Chesson & Sckweichert, LLC for non-payment and nuisance legal services agency wide for a total contract not to exceed amount of \$439,200.00 for the period beginning October 1, 2024, and ending September 30, 2027, with no options to renew.

FISCAL IMPACT: \$146,400.00 Operating funds budgeted FY 2024-2025
 \$146,400.00 Operating funds budgeted FY 2025-2026
 \$146,400.00 Operating funds budgeted FY 2026-2027

STAFF: Lee Purvis, Central Operations Manager

ELM CITY COMMUNITIES
Housing Authority of the City of New Haven

RESOLUTION # 09-61/24-R

Resolution Authorizing Contract Award to Chesson & Sckweichert, LLC for non-payment and nuisance legal services agency wide for a total contract not to exceed amount of \$439,200.00 for the period beginning October 1, 2024, and ending September 30, 2027, with no options to renew

WHEREAS, Elm City Communities/ Housing Authority of the City of New Haven has determined a need for non-payment and nuisance legal services; and

WHEREAS, on May 15, 2024, ECC/HANH solicited proposals for non-payment and nuisance legal services; and

WHEREAS, ECC/HANH received proposals from (2) two law firms, Crumbie Law Group in the amount of \$525,600.00 and the Chesson & Sckweichert, LLC in the amount of \$439,200.00. ECC/HANH evaluation committee reviewed the proposals and determined Chesson & Sckweichert, LLC the most responsible proposal; and

WHEREAS, ECC/HANH staff is recommending that the Board of Commissioners authorize the Contract Award to Chesson & Sckweichert, LLC for non-payment and nuisance legal services agency wide for a total contract not to exceed amount of \$439,200.00 for the period beginning October 1, 2024, and ending September 30, 2027, with no options to renew; and

WHEREAS, in accordance with resolution 10-129/18-R for the Revised Procurement Policy adopted 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 authorized by the 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. The Contract Award to Chesson & Sckweichert, LLC for non-payment and nuisance legal services agency wide for a total contract not to exceed amount of \$439,200.00 for the period beginning October 1, 2024, and ending September 30, 2027, with no options to renew is approved.
2. The President be and hereby is authorized, empowered and directed to execute and deliver such agreements, documents and instruments, and to expend such funds as set forth hereinabove, and to take any and all such action ancillary, related and or/necessary action to fulfill the foregoing purposes and 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 September 17, 2024.

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: September 17, 2024

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

RE: Resolution Authorizing Change Order Number Five (5) to the contract with Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services for One (1) additional year in the amount of \$66,419.00 beginning on September 22, 2024, and ending on September 21, 2025, bringing the total not to exceed contract amount from \$149,628.50 to \$216,047.50 with no options to renew

ACTION: Recommend that the Board of Commissioners adopt Resolution #09-62/24-R

TIMING: Immediately

DISCUSSION: HANH has determined a need for routine & preventative maintenance vehicle repairs services. On August 8, 2021, a solicitation was issued with a return date of August 30, 2021. HANH received Three bids (3) bid: Torello Auto Center, Inc in the amount of \$33,628.50, Ford of Branford in the amount of \$53,468.92, Porto Tire Services in the amount of 42,152.20 and Lee Myles in the amount of \$40,640.00.

ECC/HANH staff has conducted the due diligence required under our procurement Policy and HUD Procurement Manual, as well as evaluated the bid submitted by Torello Auto Center, Inc and has determined that the bid is in the competitive range. A contract award for Torello Auto Center, Inc was approved by HANH for three years with a two-year option to renew.

HANH issued PO-21962-13639 to Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services in the amount of \$33,628.50 beginning on September 22, 2021, and ending on September 21, 2022.

On September 13, 2022, HANH approved Change Order Number One (1) for the second-year option to renew for an additional amount of \$33,628.50 bringing the total not to exceed contract amount from \$33,628.50 to \$66,419.00 beginning on September 22, 2022 and ending on September 21, 2023.

On March 3, 2023, HANH approved Change Order Number Two (2) for an additional amount of \$25,000.00 bringing the total not to exceed contract amount from \$66,419.00 to \$91,419.00.

On June 28, 2023, HANH approved Change Order Number Three (3) for the second-year option to renew for an additional amount of \$33,628.50 bringing the total not to exceed contract amount from \$91,419.00 to \$124,628.50 beginning on September 22, 2023, and ending on September 21, 2024.

On November 14, 2023, HANH approved Change Order Number Four (4) for an additional amount of \$25,000.00 bringing the total not to exceed contract amount from \$124,628.50 to \$149,628.50.

HANH staff is recommending authorizing Change Order Number Five (5) to the contract with Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services for One (1) additional year in the amount of \$66,419 beginning on September 22, 2024, and ending on September 21, 2025, bringing the total not to exceed contract amount from \$149,628.50 to \$216,047.50 with no options to renew.

In accordance with resolution number #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 staff is recommending authorizing Change Order Number Five (5) to the contract with Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services for One (1) additional year in the amount of \$66,419 beginning on September 22, 2024, and ending on September 21, 2025, bringing the total not to exceed contract amount from \$149,628.50 to \$216,047.50 with no options to renew.

FISCAL IMPACT: \$66,419.00 Operating Funds Budgeted for FY 2024-2025

STAFF: Lee Purvis, Central Operations Manager

**ELM CITY COMMUNITIES
THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN**

RESOLUTION # 09-62/24-R

Resolution Authorizing Change Order Number Five (5) to the contract with Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services for One (1) additional year in the amount of \$66,419.00 beginning on September 22, 2024, and ending on September 21, 2025, bringing the total not to exceed contract amount from \$149,628.50 to \$216,047.50 with no options to renew.

WHEREAS, HANH has determined a need for routine & preventative maintenance vehicle repairs services; and

WHEREAS, On August 8, 2021, a solicitation was issued with a return date of August 30, 2021; and

WHEREAS, HANH received Three bids (3) bid: Torello Auto Center, Inc in the amount of \$33,628.50, Ford of Branford in the amount of \$53,468.92, Porto Tire Services in the amount of 42,152.20 and Lee Myles in the amount of \$40,640.00; and

WHEREAS, ECC/HANH staff has conducted the due diligence required under our procurement Policy and HUD Procurement Manual, as well as evaluated the bid submitted by Torello Auto Center, Inc and has determined that the bid is in the competitive range. A contract award for Torello Auto Center, Inc was approved by HANH for three years with a two-year option to renew; and

WHEREAS, HANH issued PO-21962-13639 to Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services in the amount of \$33,628.50 beginning on September 22, 2021, and ending on September 21, 2022; and

WHEREAS, on September 13, 2022, HANH approved Change Order Number One (1) for the second-year option to renew for an additional amount of \$33,628.50 bringing the total not to exceed contract amount from \$33,628.50 to \$66,419.00 beginning on September 22, 2022, and ending on September 21, 2023; and

WHEREAS, on March 3, 2023, HANH approved Change Order Number Two (2) for an additional amount of \$25,000.00 bringing the total not to exceed contract amount from \$66,419.00 to \$91,419.00; and

WHEREAS, on June 28, 2023, HANH approved Change Order Number Three (3) for the second-year option to renew for an additional amount of \$33,628.50 bringing the total not to exceed contract amount from \$91,419.00 to \$124,628.50 beginning on September 22, 2023, and ending on September 21, 2024; and

WHEREAS, on November 14, 2023, HANH approved Change Order Number Four (4) for an additional amount of \$25,000.00 bringing the total not to exceed contract amount from \$124,628.50 to \$149,628.50; and

WHEREAS, HANH staff is recommending authorizing Change Order Number Five (5) to the contract with Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services for One (1) additional year in the amount of \$66,419 beginning on September 22, 2024, and ending on September 21, 2025 bringing the total not to exceed contract amount from \$149,628.50 to \$216,047.50 with no options 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 \$50,000.00 (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 Change Order Number Five (5) to the contract with Torello Auto Center, Inc for routine & preventative maintenance vehicle repairs services for One (1) additional year in the amount of \$66,419.00 beginning on September 22, 2024, and ending on September 21, 2025, bringing the total not to exceed contract amount from \$149,628.50 to \$216,047.50 with no options to renew 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 meeting duly called at which a quorum was present on September 17, 2024.

Karen DuBois-Walton, Ph.D.
Secretary/Executive Director

Date

REVIEWED:

McCarter and English LLC

GENERAL COUNSEL

By: _____

Rolan Joni Young, Esq.

A Partner

THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN

Contract Number OP-21-C-530

Contract for Provision of VEHICLE REPAIRS AGENCY WIDE

This Agreement (the "Agreement") is made by and between the **HOUSING AUTHORITY OF THE CITY OF NEW HAVEN**, a public body corporate and politic with an office located at 360 Orange Street, New Haven, Connecticut 06511 (hereinafter, "Authority" or "HANH"), and **TORELLO TIRE AND AUTO REPAIR, INC.**, a **CONNECTICUT** corporation with offices located at 187 Saltonstall Parkway, East Haven, CT 06512 ("Contractor").

W I T N E S S E T H:

Whereas, the Authority is operating low income housing programs with federal funds pursuant to the National Housing Act of 1937, as amended (the "1937 Act"); and

Whereas, the Authority requires of **VEHICLE REPAIRS AGENCY WIDE** and desires to retain said Contractor to provide such services; and

Whereas, Contractor desires to provide such services and to enter into an agreement with the Authority with a firm-fixed price of **\$33,209.50**

Now, therefore, the Authority and Contractor, in consideration of the foregoing, mutually agree and covenant:

1.0 Procedures

The extent and character of the services to be provided by Contractor shall be subject to the general control and approval of the President of the Authority or her authorized representative(s). Contractor shall not comply with requests and/or orders issued by anyone other than the President or her authorized representative(s), provided, however, that Contractor shall comply with the directions and requests of the Board of Commissioners of the Authority, which shall take precedence over the directions and requests of the President.

2.0 Scope of Services

Contractor shall provide the services as set forth in the Scope of Services attached hereto as **Schedule A-1**. For the purposes hereof, the Scope of Services is sometimes referred to as the Scope of Work. The cumulative total of services provided under this Agreement shall not exceed **\$33,209.50** as set forth in the Fee Schedule attached hereto as **Schedule A-2**.

2.1 Subcontracting

The Contractor shall be fully responsible for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by them. All Subcontractors shall be approved in writing by HANH.

3.0 Delays

If delay is foreseen Contractor shall give notice to the Authority. Contractor shall keep the Authority advised at all times of the status of services being performed. Default in promised completion date (without accepted reasons) or failure to meet specifications shall permit the Authority to purchase supplies, equipment or services elsewhere and charge full increase in cost and handling to the defaulting Contractor.

4.0 Material Safety Data Sheets

As mandated by applicable state and federal law, the Authority will not receive any materials, products, or chemicals which may be hazardous to an employee's health unless accompanied by a Material Safety Data Sheet when received.

5.0 Insurance

Contractor shall maintain insurance coverage in accordance with the following:
General Liability:

Limits of Liability:

- \$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 per location
- \$1,000,000 All Risk Legal Liability

The Housing Authority of the City of New Haven shall be added as an additional named insured as its interests may appear.

For Contractors that provide professional services, Professional Liability Insurance in the amount of \$1,000,000 per occurrence.

All policies of insurance shall:

- a) Be written with companies authorized to do business in the State of Connecticut, having a Financial Strength Rating ("FSR") of **Superior, Excellent, or Good** and a Financial Size Category ("FSC") rating of "X" or greater as rated by the most recent Best's Insurance Rating Guide;
- b) Name HANH as an additional insured;
- c) Be written on an occurrence basis, except for Workers' Compensation, including Employer's Liability Insurance;
- d) Be endorsed to allow severability of interests and rights of cross-claim; and
- e) Provide that the insurance must not be canceled, or its coverage reduced, without at least 30 days prior written notice to HANH.

Immediately after execution of this Agreement and prior to its employees' starting work, and from time to time thereafter on demand from HANH, the Contractor must provide HANH with satisfactory certificates of insurance evidencing that such insurance is in effect. Such certificates must be sent to:

The Housing Authority of the City of New Haven
360 Orange Street
New Haven, CT 06511
Attention: Contract Specialist

Waiver of Subrogation – Contractor waives all rights of subrogation and recovery against the Authority and any and all subcontractors of all tiers to the extent of any loss or damage which is insured under the Authority's policies of insurance. Notwithstanding the foregoing, and not by way of limitation of the same, Contractor waives its rights of subrogation and recovery for damage to any property or equipment against the Authority and any and all subcontractors of all tiers. The Contractor and each subcontractor shall require all subcontractors to similarly waive their rights of subrogation and recovery in each of their respective contracts with respect to their work.

Workers' Compensation and Employers' 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 over the work performed hereunder.

Coverage B – Employers’ Liability

Limits	\$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
<u>Automobile Liability</u>	Comprehensive Form
Limits	\$1,000,000 Any Automobile (Owned, Non-owned and Hired Vehicles)

6.0 Hold Harmless

The Authority shall not be liable for any damage or injury to the person or property of Contractor, employees, agents, partners, representative, or a by-stander. To the fullest extent permitted by law, Contractor shall indemnify and hold harmless the Authority and its agents and employees from and against all claims, damages, losses and expenses, including, but not limited to, attorney’s fees arising out of Contractor’s work under this Agreement, (i) arising out of or resulting from any violation, or alleged violation by Contractor, of State, Federal, or local law, rule, or regulation; or (ii) attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself), including the loss of use resulting therefrom. Such indemnity shall only apply to any such claim, damage, loss or expense, caused in whole or in part, by any act or omission (negligent or otherwise) by Contractor, any Subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable.

6.1 Safety

Contractor and subcontractors performing services for the Authority are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and County Safety and Occupational Health Standards and any other applicable rules and regulations. Contractor and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this agreement.

6.2 Notice of Required Disability Legislation Compliance

The Authority is required to comply with state and federal disability legislation, the Rehabilitation Act of 1993 Section 504, and the Americans with Disabilities Act ("ADA"). Specifically, the Authority may not, through its contractual and/or financial arrangements, directly or indirectly avoid compliance with Title II of the Americans with Disabilities Act, Public Law 101-336, which prohibits discrimination by public entities on the basis of disability. Subtitle A protects qualified individuals with disability from discrimination on the basis of disability in the services, programs, or activities of all State and local governments. It extends the prohibition of discrimination in federally assisted programs established by the Rehabilitation

Act of 1973 Section 504 to all activities of State and local governments, including those that do not receive Federal financial assistance, and incorporates specifically the Americans with Disabilities Act.

6.3 Exemption from Taxes

The Authority is exempt from state sales tax and federal excise tax. Tax Exemption Certificates indicating the Authority's tax-exempt status will be furnished by the Authority on request.

6.4 Invoicing and Payment

Contractor shall invoice the Authority for services rendered hereunder in accordance with the Fee Schedule attached hereto as **Schedule A-2**. All invoices will be paid net 30 days by the Authority unless any items thereon are questioned, in which event payment will be withheld pending verification of the amount claimed and the validity of the claim. Contractor shall provide complete cooperation during any such investigation.

All invoices shall be forwarded to the following address:

Accounts Payable-HANH
PO Box 1870
New Haven, CT 06508-1870

6.5 Payments to Subcontractors

Within seven (7) days after receipt of amounts paid by the Authority for work performed by a subcontractor under this Agreement, Contractor shall either:

- a. Pay the Subcontractor for the proportionate share of the total payment received from the Authority attributable to the work performed by the Subcontractor under this Agreement; or
- b. Notify the Authority and Subcontractor, in writing, of his intention to withhold all or a part of the Subcontractor's payment and the reason for non-payment.

Contractor shall pay interest to the Subcontractor on all amounts owed that remain unpaid beyond the seven-day period except for amounts withheld as allowed in item (b) above. Unless otherwise provided under the terms of this Agreement, interest shall accrue at the rate of one percent (1%) per month. Contractor shall include in each of its subcontracts a provision requiring each Subcontractor to include or otherwise be subject to the same payment and interest requirements as set forth above with respect to each lower-tier subcontractor. The Contractor's obligation to pay an interest charge to a Subcontractor pursuant to this provision may not be construed to be an obligation of the Authority.

6.6 Assignment of Agreement

This Agreement may not be assigned in whole or in part without the prior written consent of the Authority. Contractor is prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this Agreement or its rights, title or interest therein or its power to execute such Agreement to any other person, company or corporation without the prior written consent of the Authority. Any violation of this provision by Contractor shall permit the Authority, in its discretion, to terminate this Agreement, in whole or in part, in accordance with the Termination for Cause provisions of this Agreement, section 6.8 herein.

6.7 Modification of Agreement

This Agreement shall not be changed, altered, modified or amended by the parties except in writing executed by both parties. Changes to the Scope of Services shall be made in conformance with Clause 2 of the General Conditions- HUD Form 5370-C.

6.8 Term of Agreement, Termination for Convenience and Termination for Cause

This Agreement shall commence on **SEPTEMBER 22, 2021** and shall terminate and be completed by **SEPTEMBER 21, 2022** agrees that the Term of this Agreement may be extended for up to **TWO (2) YEARS** as determined to be in the best interests of the Authority, provided such extended Term does not, without the consent of HUD, in aggregate exceed a total of five (5) years. Contractor further agrees that the Term of this Agreement may be extended for up to **TWO (2) YEARS** as determined to be in the best interests of the Authority and for a period or successive periods of time which, in aggregate exceed a total of five (5) years, upon the Authority's receipt of such approval from HUD. Notwithstanding the foregoing, no approval by HUD shall be required if payment to the Contractor hereunder is being made from non-federal funds. Authority shall provide Contractor with notice of its intention to extend the Term of this Agreement as provided herein.

The Authority may terminate this Agreement, without cause, at any time and for any reason on giving notice of at least ten (10) business days to the Contractor ("Termination for Convenience"). Upon such Termination for Convenience, the Authority shall pay the Contractor for all services satisfactorily performed up to the official date of termination. The Authority may terminate this Agreement with cause, at any time, on the giving of notice to the Contractor ("Termination for Cause"). Upon such Termination for Cause, the Authority shall make such payments as Authority deems appropriate for work satisfactorily completed. Notwithstanding anything to the contrary contained herein, suspension from participation in any government programs, which suspensions, for the purposes hereof, are defined to include but not be limited to any sanctions imposed by the United States Department of Housing and Urban Development pursuant to 24 CFR Part 24, shall be grounds for termination of this Agreement for cause.

7.0 Contractual Disputes

Contractor shall give written notice to the Authority's Contract Administrator of its intent to file a claim for money or other relief at the time of the occurrence or the beginning of the work upon which the claim is to be based. The written claim shall be submitted to the Contract Administrator no later than sixty (60) days after final payment. If the claim is not disposed of by agreement, the Contracting Officer shall reduce his decision to writing and mail or otherwise forward a copy thereof to Contractor within thirty (30) days of receipt of the claim.

7.1 Severability

In the event that any provision of this Agreement shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

7.2 Applicable Laws

This Agreement shall be governed and construed in accordance with the laws of the State of Connecticut and the laws of the United States.

7.3 Deviations from Scope of Services

If there is any deviation from that prescribed in the Scope of Services, the appropriate line in the scope of services shall be ruled out and the substitution clearly indicated. The Authority reserves the right to determine the responsiveness of any deviation.

7.4 Debarment

By execution of this Agreement, the Contractor hereby certifies that it is not currently debarred by the U.S. Department of Housing and Urban Development or other Federal Agency.

7.5 Compliance with Laws

In the performance of its obligations hereunder, Contractor shall comply with all applicable laws, rules and regulations of the City of New Haven, State of Connecticut and the United States.

7.6 Changed Circumstances

If, at any time after the execution of this Agreement by the parties, HANH is informed of "Changed Circumstances" (as defined in this paragraph) with regard to the Contractor, and HANH, in its sole discretion, determines that under such Changed Circumstances the continuation of this Agreement would be contrary to HANH's best interests, then HANH, in its sole discretion, may terminate this Agreement upon ten (10) day's prior written notice to the Contractor. As used in this paragraph, the term "Changed Circumstances" shall mean: (a) the initiation of any type of investigation by any federal, state or local governmental department,

agency, authority or other instrumentality, or any federal, state or local prosecutor's office, into any activity or operation of the Contractor or any director, officer, principal shareholder, partner or other principal of the Contractor; (b) the return of any federal or state grand jury indictment against the Contractor or any director, officer, principal shareholder, partner or other principal of the Contractor; or (c) the filing of any information by any federal, state or local prosecutor charging the Contractor or any director, officer, principal shareholder, partner or other principal of the Contractor with the commission of any felony. In the event of any termination under this section, the Contractor is entitled to payment as provided under "Termination of Agreement for Convenience," section 6.8 herein.

7.7 Equal Opportunity

(For Services funded wholly or in part with Federal housing or community development funds.) During the performance of the Agreement, the Contractor agrees to comply with Executive Order 11246 and to furnish all reports as required by Executive Order 11246. In addition, for Agreements of \$50,000 or more that are funded wholly or in part with direct Federal assistance, the Contractor agrees to comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 USC 1701u. Section 3 requires that, to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by, persons residing in the area of the project.

The Contractor further agrees to comply with the Equal Opportunity and Minority and Women Owned Business Enterprise employment, training and subcontracting requirements set forth in HANH's Bid Conditions for Equal Opportunity that is attached to and made a part of this Agreement.

7.8 Defense and Settlement of Matters to which Indemnity Provisions Apply

HANH agrees to notify the Contractor promptly of any action or claim with respect to which the indemnity provisions of the prior section may apply. The Contractor shall have the exclusive right to control and conduct the defense and settlement of all such actions or claims; provided, however, that (a) if there is a reasonable probability that any action or claim for which the Contractor is to provide indemnity to HANH hereunder may adversely affect HANH or any of its Board of Directors, officers, employees or agents (other than as a result of money damages or other money payments), HANH then has the exclusive right to defend, compromise or settle such action or claim, and (b) the Contractor shall not, without HANH's prior written consent, settle or compromise or consent to the entry of any judgment in connection with any such action or claim if such settlement, compromise or judgment does not include as an unconditional term thereof an unconditional release of HANH and its Members, officers, employees and agents by the claimant or the plaintiff, as the case may be, from all liability regarding such action or claim. The Contractor will use its best efforts upon assuming such control to secure and maintain for HANH the unrestricted right to the continued use of the product of the Services, including any affected deliverable.

7.9 Promotional Literature

The Contractor agrees that the terms "Housing Authority of the City of New Haven" "HANH" or any derivation thereof must not be utilized in any promotional literature, advertisements or client lists without the express prior written consent of HANH. The Contractor further agrees that it will not describe the Services in any proposals to potential customers of the Contractor or promotional literature or advertisements without the express prior written consent of HANH.

8.0 Confidentiality

The parties anticipate that the Contractor may acquire access to information and data about the operations, the staff and the resident population of HANH (the "Confidential Information"). To the extent that the Contractor or any Subcontractor of the Contractor obtains any Confidential Information, the Contractor agrees that: (a) it will protect and preserve the confidentiality of such Confidential Information with the same care and diligence with which it protects and preserves its own most secret business information; (b) it will use such Confidential Information only in the performance of its obligations arising under this Agreement; and (c) it will make no disclosure of such Confidential Information other than to an employee of HANH or to an employee, Subcontractor or Employee of the Subcontractor of the Contractor in the course of such Contractor employee's, Subcontractor's or Subcontractor's employee's provision of Services under this Agreement. In addition, the Contractor agrees to obtain a written commitment from each employee and Subcontractor that it may use in its performance of this Agreement to be bound by the terms of this section, and the Contractor agrees to make available the original copy of any such commitment upon written request from HANH from time to time. The Contractor agrees that this obligation of confidentiality shall survive the termination or expiration, as the case may be, of this Agreement. Upon the termination of this Agreement for any reason, the Contractor must surrender immediately to HANH all materials provided by HANH or prepared by the Contractor under this Agreement; provided, however, that the Contractor may retain a copy of all materials prepared by the Contractor as part of its work papers which shall be treated by the Contractor as Confidential Information.

8.1 Final Payment and Release

Prior to HANH's final payment to the Contractor, whether upon completion of the Services or as a result of HANH's right to terminate this Agreement as provided in this Agreement, and as a condition precedent to such final payment, the Contractor must execute and deliver to HANH, in a form acceptable to HANH, a release by the Contractor of HANH from all claims against HANH arising under and by virtue of this Agreement, other than such good-faith claims, if any, reasonably believed by the Contractor to be owed, as may be specifically excepted by the Contractor in stated amounts set forth in the release. In the event that a release is not forthcoming to HANH, the acceptance, without formal written exception, by the Contractor of a check with notice advising that the check is designated as "Final Payment" is, and operates as, a release of HANH from any and all claims by, and all liability to, the Contractor in connection with the Services and for every act, omission and neglect of HANH and others relating to or arising out of this Agreement.

8.2 Agreement Execution

Unless signed by Contractor and returned to the Authority by **SEPTEMBER 21, 2021**, this Agreement shall be of no force and effect, Contractor shall be deemed to have rejected the Agreement, and Authority shall contract with other parties to provide the services/supplies to have been provided hereunder. Notwithstanding the foregoing, Contractor's execution and return of this Agreement to the Authority within the timeframe set forth hereinabove shall not, nor shall it be construed to create, any obligation on the part of the Authority to execute this Agreement.

8.3 Agreement Documents

This Agreement shall consist of the following documents: The Invitation for Quotes ("IFQ"), dated, August 18, 2021 issued August 18, 2021 and on file with the Authority are incorporated herein by this reference, the Contractor's Proposal, in response to Solicitation # OP-21-IFQ-530 dated August 25, 2021 and on file with the Authority, is hereby incorporated herein by the reference, the Scope of Work, attached as **Schedule A-1**, the Fee Schedule , attached as **Schedule A-2**, the HUD General Contract Conditions for Non-Construction, attached as **Exhibit A**, Compliance with Equal Opportunity Provisions, attached as **Exhibit B**, Compliance with Section 3, attached as **Exhibit C**, HANH Supplement to HUD General Conditions of the Contract for Non-Construction, attached as **Exhibit D**; all of which are incorporated herein by this reference. Contractor agrees to comply with the terms, conditions and provisions in the above reference documents as if fully set forth herein.

8.4 Conflicts Between Provisions of Agreements and any Other Contract Documents Herein Incorporated

In the event of any conflict between the provisions of this Agreement and the Contractor's Proposal, the provisions of this Agreement shall prevail. Any conflict between the IFQ and the Contractor's proposal shall be resolved in favor of the provisions of the IFQ.

[INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties have executed this Agreement on the 15th day of September 2021.

HOUSING AUTHORITY OF THE
CITY OF NEW HAVEN

Karen DuBois-Walton, Ph.D.

By: _____

Karen DuBois-Walton, PhD
Its President

09/15/2021

Date

TORELLO TIRE AND AUTO REPAIR,
INC.

Joanna Criscuolo

By: _____

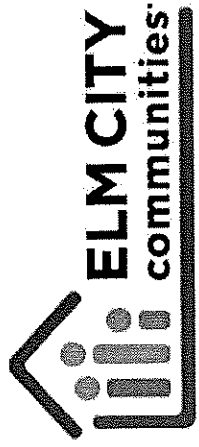
Joanna Criscuolo
Managing Member

Joanna Criscuolo

Date

SCHEDULE A-1

The Scope of Work



Housing Authority of New Haven

Background Information

About Elm Communities/Housing Authority of the City of New Haven

We make a difference in the lives of over 14,000 residents in New Haven. ECC/HANH 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 Elm City Communities 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.

Elm City Communities not only provides great new housing options, but we are 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

Scope of Services

The following types of service shall be required by HANH. This is not an all-inclusive list.

Preventative maintenance services shall consist of the following:

- Full-Service Oil Change-(Regular oil 5-6 quarts)
- Tire Rotation-(Front to Back every 3000 miles)
- Tire Alignment- (Front Wheel)
- Tire Balancing-(All)
- Transmission Service- (Complete Flush of System
- Power Steering- (Complete Flush of System
- Coolant System Service- (Complete Flush of System
- Air Conditioning System- (Refrigerant and Labor)
- Fuel Injector Cleaning-(3 Stage Cleaning)

The vendor will also notify/gain approval from HANH prior to any work activity except for the preventative maintenance service.



Housing Authority of New Haven

Contract Terms

This contract is for one (1) years with an option to renew for an additional two (2) one-year contracts at the discretion of the President of the Housing Authority City of New Haven and the Contractor.

HANH reserves the right to award the contact to one or more contractors in the best interest of HANH.

SCHEDULE A-2

The Fee Schedule

TYPE OF SERVICE	# of Service	FORD EXPLORER SUV	Total
Full Service Oil Change	16	\$26.95 (5 qts.)	\$431.20
Tire Rotation	16	\$3.50 per tire	\$56.00
Tire Alignment	8	\$69.00 each	\$552.00
Tire Balancing	16	\$15.00 per tire	\$240.00 (4 vehicles)
Transmission Service	6	\$169.95 each	\$1,019.70
Power Steering	6	\$89.95 each	\$539.70
Coolant System Service	6	\$109.95 each	\$659.70
Air Conditioning System	6	\$143.95 each	\$863.70
Fuel Injector Cleaning	6	\$109.95 each	\$659.70
Subtotal			\$5,021.70

Grand Total

	FORD EXPLORER SUV	FORD E-250 TRANSIT VAN	FORD E-250 TRANSIT VAN
HOURLY RATE	\$75.00	\$75.00	\$75.00

aven Housing Authority Vehicle Repair Service Bid Sheet

# of Service	FORD E-250 TRANSIT VAN	Total
40	\$26.95 (5qts.)	\$1,078.00
40	\$3.50 (per tire)	\$140.00
12	\$69.00 each	\$828.00
12	\$15.00 per tire	\$180.00
12	\$169.95 each	\$2,039.40
12	\$89.95 each	\$1,079.40
20	\$109.95 each	\$2,199.00
20	\$158.90 each	\$3,178.00
16	\$109.95 each	\$1,759.20
		\$12,481.00

# of Service	FORD F-350 PICK UP TRUCK	Total
60	\$46.95 5 qts.	\$2,817.00
60	\$3.50 each tire	\$210.00
12	\$109.00 each	\$1,308.00
24	\$20.00 per tire	\$480.00
12	\$169.95 each	\$2,039.40
12	\$89.95 each	\$1,079.40
24	\$109.95 each	\$2,638.80
24	\$158.95 each	\$3,814.80
12	\$109.95 each	\$1,319.40
		\$15,706.80
		\$33,209.50

EXHIBIT A

The HUD General Contract Conditions for Non-Construction

General Conditions for Non-Construction Contracts

Section 1 – (With or without Maintenance Work)

Public Reporting Burden for this collection of information is estimated to average one hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number.

Applicability. This form HUD-5370-C has 2 Sections. These Sections must be inserted into non-construction contracts as described below:

- 1) **Non-construction contracts** (*without* maintenance) **greater than \$150,000 - use Section I;**
- 2) **Maintenance contracts** (including nonroutine maintenance as defined at 24 CFR 905.100) **greater than \$2,000 but not more than \$150,000 - use Section II; and**
- 3) **Maintenance contracts** (including nonroutine maintenance), **greater than \$150,000 – use Sections I and II.**

Section I - Clauses for All Non-Construction Contracts greater than \$150,000

1. Definitions

The following definitions are applicable to this contract:

- (a) "Authority or Housing Authority (HA)" means the Housing Authority.
- (b) "Contract" means the contract entered into between the Authority and the Contractor. It includes the contract form, the Certifications and Representations, these contract clauses, and the scope of work. It includes all formal changes to any of those documents by addendum, Change Order, or other modification.
- (c) "Contractor" means the person or other entity entering into the contract with the Authority to perform all of the work required under the contract.
- (d) "Day" means calendar days, unless otherwise stated.
- (e) "HUD" means the Secretary of Housing and Urban development, his delegates, successors, and assigns, and the officers and employees of the United States Department of Housing and Urban Development acting for and on behalf of the Secretary.

2. Changes

- (a) The HA may at any time, by written order, and without notice to the sureties, if any, make changes within the general scope of this contract in the services to be performed or supplies to be delivered.
- (b) If any such change causes an increase or decrease in the hourly rate, the not-to-exceed amount of the contract, or the time required for performance of any part of the work under this contract, whether or not changed by the order, or otherwise affects the conditions of this contract, the HA shall make an equitable adjustment in the not-to-exceed amount, the hourly rate, the delivery schedule, or other affected terms, and shall modify the contract accordingly.
- (c) The Contractor must assert its right to an equitable adjustment under this clause within 30 days from the date of receipt of the written order. However, if the HA decides that the facts justify it, the HA may receive and act upon a

proposal submitted before final payment of the contract.
(d) Failure to agree to any adjustment shall be a dispute under clause Disputes, herein. However, nothing in this clause shall excuse the Contractor from proceeding with the contract as changed.

- (e) No services for which an additional cost or fee will be charged by the Contractor shall be furnished without the prior written consent of the HA.

3. Termination for Convenience and Default

- (a) The HA may terminate this contract in whole, or from time to time in part, for the HA's convenience or the failure of the Contractor to fulfill the contract obligations (default). The HA shall terminate by delivering to the Contractor a written Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall: (i) immediately discontinue all services affected (unless the notice directs otherwise); and (ii) deliver to the HA all information, reports, papers, and other materials accumulated or generated in performing this contract, whether completed or in process.
- (b) If the termination is for the convenience of the HA, the HA shall be liable only for payment for services rendered before the effective date of the termination.
- (c) If the termination is due to the failure of the Contractor to fulfill its obligations under the contract (default), the HA may (i) require the Contractor to deliver to it, in the manner and to the extent directed by the HA, any work as described in subparagraph (a)(ii) above, and compensation be determined in accordance with the Changes clause, paragraph 2. above; (ii) take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable for any additional cost incurred by the HA; (iii) withhold any payments to the Contractor, for the purpose of off-set or partial payment, as the case may be, of amounts owed to the HA by the Contractor.
- (d) If, after termination for failure to fulfill contract obligations (default), it is determined that the Contractor had not failed, the termination shall be deemed to have been effected for the convenience of the HA, and the Contractor shall be entitled to payment as described in paragraph (b) above.
- (e) Any disputes with regard to this clause are expressly made subject to the terms of clause titled Disputes herein.

4. Examination and Retention of Contractor's Records

- (a) The HA, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until 3 years after final payment under this contract, have access to and the right to examine any of the Contractor's directly pertinent books, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

- (b) The Contractor agrees to include in first-tier subcontracts under this contract a clause substantially the same as paragraph (a) above. "Subcontract," as used in this clause, excludes purchase orders not exceeding \$10,000.
- (c) The periods of access and examination in paragraphs (a) and (b) above for records relating to:
- (i) appeals under the clause titled Disputes;
 - (ii) litigation or settlement of claims arising from the performance of this contract; or,
 - (iii) costs and expenses of this contract to which the HA, HUD, or Comptroller General or any of their duly authorized representatives has taken exception shall continue until disposition of such appeals, litigation, claims, or exceptions.

5. Rights in Data (Ownership and Proprietary Interest)

The HA shall have exclusive ownership of, all proprietary interest in, and the right to full and exclusive possession of all information, materials and documents discovered or produced by Contractor pursuant to the terms of this Contract, including but not limited to reports, memoranda or letters concerning the research and reporting tasks of this Contract.

6. Energy Efficiency

The contractor shall comply with all mandatory standards and policies relating to energy efficiency which are contained in the energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163) for the State in which the work under this contract is performed.

7. Disputes

- (a) All disputes arising under or relating to this contract, except for disputes arising under clauses contained in Section III, Labor Standards Provisions, including any claims for damages for the alleged breach there of which are not disposed of by agreement, shall be resolved under this clause.
- (b) All claims by the Contractor shall be made in writing and submitted to the HA. A claim by the HA against the Contractor shall be subject to a written decision by the HA.
- (c) The HA shall, with reasonable promptness, but in no event in no more than 60 days, render a decision concerning any claim hereunder. Unless the Contractor, within 30 days after receipt of the HA's decision, shall notify the HA in writing that it takes exception to such decision, the decision shall be final and conclusive.
- (d) Provided the Contractor has (i) given the notice within the time stated in paragraph (c) above, and (ii) excepted its claim relating to such decision from the final release, and (iii) brought suit against the HA not later than one year after receipt of final payment, or if final payment has not been made, not later than one year after the Contractor has had a reasonable time to respond to a written request by the HA that it submit a final voucher and release, whichever is earlier, then the HA's decision shall not be final or conclusive, but the dispute shall be determined on the merits by a court of competent jurisdiction.
- (e) The Contractor shall proceed diligently with performance of this contract, pending final resolution of any request for relief, claim, appeal, or action arising under the contract, and comply with any decision of the HA.

8. Contract Termination; Debarment

A breach of these Contract clauses may be grounds for termination of the Contract and for debarment or denial of participation in HUD programs as a Contractor and a subcontractor as provided in 24 CFR Part 24.

9. Assignment of Contract

The Contractor shall not assign or transfer any interest in this contract; except that claims for monies due or to become due from the HA under the contract may be assigned to a bank, trust company, or other financial institution. If the Contractor is a partnership, this contract shall inure to the benefit of the surviving or remaining member(s) of such partnership approved by the HA.

10. Certificate and Release

Prior to final payment under this contract, or prior to settlement upon termination of this contract, and as a condition precedent thereto, the Contractor shall execute and deliver to the HA a certificate and release, in a form acceptable to the HA, of all claims against the HA by the Contractor under and by virtue of this contract, other than such claims, if any, as may be specifically excepted by the Contractor in stated amounts set forth therein.

11. Organizational Conflicts of Interest

- (a) The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, it does not have any organizational conflict of interest which is defined as a situation in which the nature of work under this contract and a contractor's organizational, financial, contractual or other interests are such that:
- (i) Award of the contract may result in an unfair competitive advantage; or
 - (ii) The Contractor's objectivity in performing the contract work may be impaired.
- (b) The Contractor agrees that if after award it discovers an organizational conflict of interest with respect to this contract or any task/delivery order under the contract, he or she shall make an immediate and full disclosure in writing to the Contracting Officer which shall include a description of the action which the Contractor has taken or intends to take to eliminate or neutralize the conflict. The HA may, however, terminate the contract or task/delivery order for the convenience of the HA if it would be in the best interest of the HA.
- (c) In the event the Contractor was aware of an organizational conflict of interest before the award of this contract and intentionally did not disclose the conflict to the Contracting Officer, the HA may terminate the contract for default.
- (d) The terms of this clause shall be included in all subcontracts and consulting agreements wherein the work to be performed is similar to the service provided by the prime Contractor. The Contractor shall include in such subcontracts and consulting agreements any necessary provisions to eliminate or neutralize conflicts of interest.

12. Inspection and Acceptance

- (a) The HA has the right to review, require correction, if necessary, and accept the work products produced by the Contractor. Such review(s) shall be carried out within 30 days so as to not impede the work of the Contractor. Any

product of work shall be deemed accepted as submitted if the HA does not issue written comments and/or required corrections within 30 days from the date of receipt of such product from the Contractor.

(b) The Contractor shall make any required corrections promptly at no additional charge and return a revised copy of the product to the HA within 7 days of notification or a later date if extended by the HA.

(c) Failure by the Contractor to proceed with reasonable promptness to make necessary corrections shall be a default. If the Contractor's submission of corrected work remains unacceptable, the HA may terminate this contract (or the task order involved) or reduce the contract price or cost to reflect the reduced value of services received.

13. Interest of Members of Congress

No member of or delegate to the Congress of the United States of America or Resident Commissioner shall be admitted to any share or part of this contract or to any benefit to arise there from, but this provision shall not be construed to extend to this contract if made with a corporation for its general benefit.

14. Interest of Members, Officers, or Employees and Former Members, Officers, or Employees

No member, officer, or employee of the HA, no member of the governing body of the locality in which the project is situated, no member of the governing body in which the HA was activated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the project, shall, during his or her tenure, or for one year thereafter, have any interest, direct or indirect, in this contract or the proceeds thereof.

15. Limitation on Payments to Influence Certain Federal Transactions

(a) Definitions. As used in this clause:

"Agency", as defined in 5 U.S.C. 552(f), includes Federal executive departments and agencies as well as independent regulatory commissions and Government corporations, as defined in 31 U.S.C. 9101(1).

"Covered Federal Action" means any of the following Federal actions:

- (i) The awarding of any Federal contract;
- (ii) The making of any Federal grant;
- (iii) The making of any Federal loan;
- (iv) The entering into of any cooperative agreement; and,
- (v) The extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

Covered Federal action does not include receiving from an agency a commitment providing for the United States to insure or guarantee a loan.

"Indian tribe" and "tribal organization" have the meaning provided in section 4 of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450B). Alaskan Natives are included under the definitions of Indian tribes in that Act.

"Influencing or attempting to influence" means making, with the intent to influence, any communication to or appearance before an officer or employee of any agency, a Member of Congress, an officer or employee of any agency, or an employee of a Member of Congress in connection with any covered Federal action.

"Local government" means a unit of government in a State and, if chartered, established, or otherwise recognized by a State for the performance of a governmental duty, including a local public authority, a special district, an intrastate district, a council of governments, a sponsor group representative organization, and any other instrumentality of a local government.

"Officer or employee of an agency" includes the following individuals who are employed by an agency:

- (i) An individual who is appointed to a position in the Government under title 5, U.S.C., including a position under a temporary appointment;
- (ii) A member of the uniformed services as defined in section 202, title 18, U.S.C.;
- (iii) A special Government employee as defined in section 202, title 18, U.S.C.; and,
- (iv) An individual who is a member of a Federal advisory committee, as defined by the Federal Advisory Committee Act, title 5, appendix 2.

"Person" means an individual, corporation, company, association, authority, firm, partnership, society, State, and local government, regardless of whether such entity is operated for profit or not for profit. This term excludes an Indian tribe, tribal organization, or other Indian organization with respect to expenditures specifically permitted by other Federal law.

"Recipient" includes all contractors, subcontractors at any tier, and subgrantees at any tier of the recipient of funds received in connection with a Federal contract, grant, loan, or cooperative agreement. The term excludes an Indian tribe, tribal organization, or any other Indian organization with respect to expenditures specifically permitted by other Federal law.

"Regularly employed means, with respect to an officer or employee of a person requesting or receiving a Federal contract, grant, loan, or cooperative agreement, an officer or employee who is employed by such person for at least 130 working days within one year immediately preceding the date of the submission that initiates agency consideration of such person for receipt of such contract, grant, loan, or cooperative agreement. An officer or employee who is employed by such person for less than 130 working days within one year immediately preceding the date of submission that initiates agency consideration of such person shall be considered to be regularly employed as soon as he or she is employed by such person for 130 working days.

"State" means a State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, a territory or possession of the United States, an agency or instrumentality of a State, and a multi-State, regional, or interstate entity having governmental duties and powers.

(b) Prohibition.

- (i) Section 1352 of title 31, U.S.C. provides in part that no appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (ii) The prohibition does not apply as follows:

(1) Agency and legislative liaison by Own Employees.

(a) The prohibition on the use of appropriated funds, in paragraph (i) of this section, does not apply in the case of a payment of reasonable compensation made to an officer or employee of a person requesting or receiving a Federal contract, grant, loan, or cooperative agreement, if the payment is for agency and legislative activities not directly related to a covered Federal action.

(b) For purposes of paragraph (b)(i)(1)(a) of this clause, providing any information specifically requested by an agency or Congress is permitted at any time.

(c) The following agency and legislative liaison activities are permitted at any time only where they are not related to a specific solicitation for any covered Federal action:

(1) Discussing with an agency (including individual demonstrations) the qualities and characteristics of the person's products or services, conditions or terms of sale, and service capabilities; and,

(2) Technical discussions and other activities regarding the application or adaptation of the person's products or services for an agency's use.

(d) The following agency and legislative liaison activities are permitted where they are prior to formal solicitation of any covered Federal action:

(1) Providing any information not specifically requested but necessary for an agency to make an informed decision about initiation of a covered Federal action;

(2) Technical discussions regarding the preparation of an unsolicited proposal prior to its official submission; and

(3) Capability presentations by persons seeking awards from an agency pursuant to the provisions of the Small Business Act, as amended by Public Law 95-507 and other subsequent amendments.

(e) Only those activities expressly authorized by subdivision (b)(i)(1)(a) of this clause are permitted under this clause.

(2) Professional and technical services.

(a) The prohibition on the use of appropriated funds, in subparagraph (b)(i) of this clause, does not apply in the case of:

- (i) A payment of reasonable compensation made to an officer or employee of a person requesting or receiving a covered Federal action or an extension, continuation, renewal, amendment, or modification of a covered Federal action, if payment is for professional or technical services rendered directly in the preparation, submission, or negotiation of any bid, proposal, or application for that Federal action or for meeting requirements imposed by or pursuant to law as a condition for receiving that Federal action.
- (ii) Any reasonable payment to a person, other than an officer or employee of a

person requesting or receiving a covered Federal action or an extension, continuation, renewal, amendment, or modification of a covered Federal action if the payment is for professional or technical services rendered directly in the preparation, submission, or negotiation of any bid, proposal, or application for that Federal action or for meeting requirements imposed by or pursuant to law as a condition for receiving that Federal action. Persons other than officers or employees of a person requesting or receiving a covered Federal action include consultants and trade associations.

(b) For purposes of subdivision (b)(i)(2)(a) of clause, "professional and technical services" shall be limited to advice and analysis directly applying any professional or technical discipline.

(c) Requirements imposed by or pursuant to law as a condition for receiving a covered Federal award include those required by law or regulation, or reasonably expected to be required by law or regulation, and any other requirements in the actual award documents.

(d) Only those services expressly authorized by subdivisions (b)(i)(2)(a)(i) and (ii) of this section are permitted under this clause.

(iii) Selling activities by independent sales representatives.

(c) The prohibition on the use of appropriated funds, in subparagraph (b)(i) of this clause, does not apply to the following selling activities before an agency by independent sales representatives, provided such activities are prior to formal solicitation by an agency and are specifically limited to the merits of the matter:

(i) Discussing with an agency (including individual demonstration) the qualities and characteristics of the person's products or services, conditions or terms of sale, and service capabilities; and

(ii) Technical discussions and other activities regarding the application or adaptation of the person's products or services for an agency's use.

(d) Agreement. In accepting any contract, grant, cooperative agreement, or loan resulting from this solicitation, the person submitting the offer agrees not to make any payment prohibited by this clause.

(e) Penalties. Any person who makes an expenditure prohibited under paragraph (b) of this clause shall be subject to civil penalties as provided for by 31 U.S.C. 1352. An imposition of a civil penalty does not prevent the Government from seeking any other remedy that may be applicable.

(f) Cost Allowability. Nothing in this clause is to be interpreted to make allowable or reasonable any costs which would be unallowable or unreasonable in accordance with Part 31 of the Federal Acquisition Regulation (FAR), or OMB Circulars dealing with cost allowability for recipients of assistance agreements. Conversely, costs made specifically unallowable by the requirements in this clause will not be made allowable under any of the provisions of FAR Part 31 or the relevant OMB Circulars.

16. Equal Employment Opportunity

During the performance of this contract, the Contractor/Seller agrees as follows:

(a) The [contractor/seller] will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, disability, or national origin. The [contractor/seller] will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, disability, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The [contractor/seller] agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

(b) The [contractor/seller] will, in all solicitations or advertisements for employees placed by or on behalf of the [contractor/seller], state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, disability, or national origin.

(c) The [contractor/seller] will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the [contractor/seller]'s legal duty to furnish information.

(d) The [contractor/seller] will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the [contractor/seller]'s commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(e) The [contractor/seller] will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(f) The [contractor/seller] will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(g) In the event of the [contractor/seller]'s non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the [contractor/seller] may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(g) In the event of the [contractor/seller]'s non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the [contractor/seller] may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(h) The [contractor/seller] will include the provisions of paragraphs (a) through (h) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor/seller or vendor. The [contractor/seller] will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event the [contractor/seller] becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the [contractor/seller] may request the United States to enter into such litigation to protect the interests of the United States.

17. Equal Opportunity for Workers with Disabilities

1. The [contractor/seller] will not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The [contractor/seller] agrees to take affirmative action to employ and advance in employment individuals with disabilities, and to treat qualified individuals without discrimination on the basis of their physical or mental disability in all employment practices, including the following:

- i. Recruitment, advertising, and job application procedures;
- ii. Hiring, upgrading, promotion, award of tenure, demotion, transfer, layoff, termination, right of return from layoff and rehiring;
- iii. Rates of pay or any other form of compensation and changes in compensation;
- iv. Job assignments, job classifications, organizational structures, position descriptions, lines of progression, and seniority lists;
- v. Leaves of absence, sick leave, or any other leave;
- vi. Fringe benefits available by virtue of employment, whether or not administered by the [contractor/seller];
- vii. Selection and financial support for training, including apprenticeship, professional meetings, conferences, and other related activities, and selection for leaves of absence to pursue training;
- viii. Activities sponsored by the [contractor/seller] including social or recreational programs; and
- ix. Any other term, condition, or privilege of employment.

2. The [contractor/seller] agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the act.

3. In the event of the [contractor/seller] noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the act.

4. The [contractor/seller] agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Director, Office of Federal Contract Compliance Programs, provided by or through the contracting officer. Such notices shall state the rights of applicants and employees as well as the [contractor/seller]'s obligation under the law to take affirmative action to employ and advance in employment qualified employees and applicants with disabilities.

The [contractor/seller] must ensure that applicants or employees with disabilities are provided the notice in a form that is accessible and understandable to the individual applicant or employee (e.g., providing Braille or large print versions of the notice, or posting a copy of the notice at a lower height for easy viewing by a person using a wheelchair). With respect to employees who do not work at a physical location of the [contractor/seller], a [contractor/seller] will satisfy its posting obligations by posting such notices in an electronic format, provided that the [contractor/seller] provides computers, or access to computers, that can access the electronic posting to such employees, or the [contractor/seller] has actual knowledge that such employees otherwise are able to access the electronically posted notices. Electronic notices for employees must be posted in a conspicuous location and format on the company's intranet or sent by electronic mail to employees. An electronic posting must be used by the [contractor/seller] to notify job applicants of their rights if the [contractor/seller] utilizes an electronic application process. Such electronic applicant notice must be conspicuously stored with, or as part of, the electronic application.

5. The [contractor/seller] will notify each labor organization or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the [contractor/seller] is bound by the terms of section 503 of the Rehabilitation Act of 1973, as amended, and is committed to take affirmative action to employ and advance in employment, and shall not discriminate against individuals with physical or mental disabilities.

6. The [contractor/seller] will include the provisions of this clause in every subcontract or purchase order in excess of \$ 10,000, unless exempted by the rules, regulations, or orders of the Secretary issued pursuant to section 503 of the act, as amended, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the Director, Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance.

7. The [contractor/seller] must, in all solicitations or advertisements for employees placed by or on behalf of the [contractor/seller], state that all qualified applicants will receive consideration for employment and will not be discriminated against on the basis of disability.

18. Dissemination or Disclosure of Information

No information or material shall be disseminated or disclosed to the general public, the news media, or any person or organization without prior express written approval by the HA.

19. Contractor's Status

It is understood that the Contractor is an independent contractor and is not to be considered an employee of the HA, or assume any right, privilege or duties of an employee, and shall save harmless the HA and its employees from claims suits, actions and costs of every description resulting from the Contractor's activities on behalf of the HA in connection with this Agreement.

20. Other Contractors

HA may undertake or award other contracts for additional work at or near the site(s) of the work under this contract. The contractor shall fully cooperate with the other contractors and with HA and HUD employees and shall carefully adapt scheduling and performing the work under this contract to accommodate the additional work, heeding any direction that may be provided by the Contracting Officer. The contractor shall not commit or permit any act that will interfere with the performance of work by any other contractor or HA employee.

21. Liens

The Contractor is prohibited from placing a lien on HA's property. This prohibition shall apply to all subcontractors.

22. Training and Employment Opportunities for Residents in the Project Area (Section 3, HUD Act of 1968; 24 CFR 135)

(a) The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

(b) The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 135 regulations.

(c) The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

(d) The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.

(e) Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD-assisted contracts.

(f) Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD-assisted contracts.

22. Procurement of Recovered Materials

(a) In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of

recovered materials practicable consistent with maintaining a satisfactory level of competition. The Contractor shall procure items designated in the EPA guidelines that contain the highest percentage of recovered materials practicable unless the Contractor determines that such items: (1) are not reasonably available in a reasonable period of time; (2) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology, if applicable to the item; or (3) are only available at an unreasonable price.

- (b) Paragraph (a) of this clause shall apply to items purchased under this contract where: (1) the Contractor purchases in excess of \$10,000 of the item under this contract; or (2) during the preceding Federal fiscal year, the Contractor: (i) purchased any amount of the items for use under a contract that was funded with Federal appropriations and was with a Federal agency or a State agency or agency of a political subdivision of a State; and (ii) purchased a total of in excess of \$10,000 of the item both under and outside that contract

EXHIBIT B

Compliance with Equal Opportunity Provisions

HOUSING AUTHORITY CITY OF NEW HAVEN

D/B/A

ELM CITY COMMUNITIES

FEDERAL EXECUTIVE ORDER 11246 COMPLIANCE REQUIREMENTS

COMPLIANCE WITH EQUAL OPPORTUNITY PROVISIONS: A Legal Necessity

It is the policy of the United States Government to require that agencies, with which its contracts, such as the Housing Authority City of New Haven dba Elm City Communities (ECC), as well as subcontractors of these contracting agencies, provide equal opportunity for employment to all qualified persons. Contractors and subcontractors with the Federal government must take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action includes but is not limited to employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training (including apprenticeship). The Housing Authority and its contractors and subcontractors must make good faith efforts to comply with this policy because it is required by Federal law, including the Civil Rights Acts of 1964 and 1968, Executive Order 11246, and regulations pursuant thereto. **Procedures and minimum standards for compliance shall conform to the Housing Authority City of New Haven (ECC) attachment titled "Bid Conditions for Equal Opportunity in Employment".**

EXHIBIT C

Compliance with Section 3

Section 3 Clause

This contract is subject to the following conditions under Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3).

A. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701a (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with Section 3 covered Indian housing assistance, Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).

EXHIBIT D

HANH Supplement to HUD General Conditions of the Contract
Document for Non-Construction

**HANH SUPPLEMENT TO HUD GENERAL CONDITIONS OF THE CONTRACT
DOCUMENT FOR NON-CONSTRUCTION –
PUBLIC HOUSING PROGRAMS (HUD FORM HUD-5370-C)
(REVISION 10/2006)**

1. DEFINITIONS

- A. "PHA" means the Housing Authority of the City of New Haven.
- B. The term "day" means calendar day unless otherwise stated in each instance in which it is otherwise used.
- C. "Contract" means the Agreement between the Authority and the Contractor.

2. NOTICE

Written notice shall be deemed to have been duly served if delivered in person to the individual or member of the firm or entity or to an officer of the corporation for whom it was intended, or if delivered at or sent by registered or certified mail to the last business address known to him who gives the notice.

3. CONTRACT DOCUMENTING OFFICER'S INTERPRETATION

Paragraph 9 of the General Conditions is modified to require that the Contract Documenting Officer's interpretation of any discrepancy or dispute as to the meaning, application, or intent of the Contractor's Proposal which is part of the Agreement shall be issued in writing and shall be binding on all parties.

4. ADDITIONAL REMEDY FOR DEFAULT

If the Contractor defaults or neglects to carry out the work in accordance with the Agreement and fails within five days after receipt of written notice from the PHA specifying the work neglected or defaulted and notifying the Contractor to commence and continue correction of such default or neglect with diligence and promptness, the PHA may, after the five-day period specified above, without prejudice to any other remedy it may have and without the necessity for terminating the Agreement, make good such deficiencies utilizing its own forces or by retaining independent Contractor(s) or agent(s) to do so by such means as the PHA shall determine in its sole discretion and judgment. The Contractor shall be liable to the PHA for the PHA's costs in correcting such default or neglect or failure. The PHA may deduct the amount charged the Contractor from payments to be made to the Contractor and, if the payments then or thereafter due are not sufficient to cover such amount, the Contractor shall pay the difference to the PHA.

5. DEFAULT

- A. If the Contractor is adjudged bankrupt, or if he makes a general assignment for the benefit of his creditors, or if a receiver is appointed on account of his insolvency, or if he persistently or repeatedly refuses or fails to supply enough properly skilled workmen or proper materials or labor, or persistently disregards laws, ordinances, rules, regulations, or orders of any public authority having jurisdiction, or otherwise is guilty of a substantial violation of a provision of the Agreement, the PHA may, without prejudice to

any right or remedy, terminate the employment of the Contractor, as provided in Clause 3 of the General Conditions.

- B. If the unpaid balance of the Agreement Price exceeds the cost of finishing the work, such excess shall be paid to the Contractor. If such costs exceed the unpaid balance, the Contractor shall pay the difference to the PHA.

6. NO DAMAGE FOR DELAY

The Contractor agrees to make no claim for damages for delay in the performance of this Agreement occasioned by any act or omission to act by the PHA or by any of its representatives and agrees that any such claim shall be fully compensated for by an extension of time to complete performance of the work as provided herein.

7. SUBCONTRACTORS

The Contractor shall not contract with any proposed subcontractor who has not been accepted in writing by the PHA. As soon as practicable prior to the award of each subcontractor, the Contractor shall notify the PHA in writing of the name of each subcontractor proposed, and furnish such written information as PHA may require concerning the proposed subcontractor, together with the proposed subcontractor's non-collusive affidavit in the form prescribed by the PHA. Any objection shall be expressed in writing by the PHA within ten (10) days after receipt.

The PHA may, without claim for extra cost by the Contractor, disapprove any subcontractor for cause on the basis of its own determination or because of the fact that the proposed subcontractor is listed as ineligible to receive awards of Contract Documents from the United States on a current list or lists furnished by HUD. Identification of firms that have previously been deemed ineligible can be obtained by contacting the Housing Authority's Purchasing Department at 203-498-8800 X1200.

8. SUBCONTRACTOR PAYMENTS

The Contractor shall regularly make required payments to his subcontractors. The PHA and its agents have no obligation to pay or see to the payment of any money to any subcontractor.

9. STATE SALES TAX

This project is exempt from the State Sales Tax; therefore, no State Sales Tax shall be included in the cost of this project, nor will the PHA pay any State Sales Tax.

10. CONTRACTOR'S COOPERATION IN DEFENSE OF CLAIMS OR ACTION AGAINST THE PHA

In the event that a claim is made or any action brought in any way relating to the services in the Agreement hereunder, Contractor shall diligently render any and all assistance which the PHA may require of the Contractor.

11. CONTINUING LIABILITY OF CONTRACTOR

Notwithstanding any other provision of this Agreement, termination of the Agreement by the PHA shall not relieve the Contractor of liability to the PHA for damages sustained by the PHA by virtue of Contractor's breach of Agreement, and Contractor's liability therefore shall survive any termination. PHA may withhold payment to Contractor or Contractor's fees hereunder for the purpose of setoff against such damages until such time as the exact amount of damages due to the PHA from Contractor is determined.

12. EXCLUSIVE LIABILITY TO CONTRACTOR

Contractor shall look solely to the funds of the PHA for this Agreement for the satisfaction of any remedy of Contractor for failure of PHA to perform any of PHA's obligations hereunder. No employee, agent, or other person authorized to act for and on behalf of the PHA shall have any personal liability for any such failure under this Agreement or otherwise.

13. RELEASE BY ACCEPTANCE OF FINAL PAYMENT

The acceptance by Contractor, or any person claiming under the Agreement, of any final payment hereunder shall be deemed a release to PHA of and from all claims by Contractor, its successor, legal, representatives, and assigns for anything done or furnished under this Agreement.

14. LIMITATION OF TIME OF ACTION

No action shall lie or be maintained against the PHA upon any claim based upon this Agreement or arising out of anything done in connection with this Agreement unless such action shall be commenced within six months after the sooner of (i) termination of this Agreement, or (ii) the date the claim arises. Failure of the Contractor to commence suit within such period shall constitute a waiver of the claim involved.

15. CONTRACTOR'S EMPLOYEE AND LIABILITIES

It is understood that persons engaged or employed by Contractor as employees, agents, or independent Contractors shall be engaged or employed by Contractor and not by PHA; and Contractor alone is responsible for their work, direction, compensation and personal conduct. Nothing included in any provision of this Agreement shall impose any liability or duty upon PHA to persons, firms, or corporations employed or engaged by Contractor in any capacity whatsoever, make PHA liable to any such person, firms, or corporations, or to any government, for the acts, omissions, liabilities, obligations, and taxes, of whatsoever nature, of Contractor or of its employees, agents, or independent Contractors. Contractor shall resist and defend all suits by attorneys reasonably satisfactory to PHA and shall pay all judgments, costs, expenses, and fees related thereto. Contractor's obligations under this Section shall survive any termination of this Agreement.

16. CONTRACTOR NOT AN AGENT

Nothing in this Agreement shall be deemed to appoint Contractor as an agent for or representative of the PHA, and Contractor is not authorized to act on behalf of the PHA with respect to any matters except those specifically set forth in this Agreement. The PHA shall not have any liability or duty to any person, firm corporation, or governmental body for any act of omission or commission, liability, or obligation of Contractor, whether arising from Contractor's actions under this Agreement or otherwise.

17. CONFLICT OF INTEREST

Contractor covenants that neither it nor any of its directors, officers, partners, or employees has any interest, nor shall acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of the services hereunder. Contractor further covenants that in the performance of this Agreement, no person having such interest shall be employed by it.

18. WAIVERS, SUCCESSORS

- A. The Failure of the PHA to insist in any one of more cases upon the strict performance of any of the Contractor's obligations under his Contract Document or to exercise any right or remedy herein contained shall not be construed as a waiver or a relinquishment for the future of such obligation, right or remedy. No waiver by the PHA of any provision of this Agreement shall be deemed to have been made unless set forth in writing and signed by PHA. In addition to the other related remedies herein provided, PHA shall be entitled to restrain by injunction the violation or threatened violation of Contractor's obligations under this Agreement and to obtain specific performance by Contractor of its obligations under this Agreement.
- B. The terms, covenants, agreements, provisions, and conditions contained herein shall bind and inure to the benefit of the parties hereto, their successors and assigns.

19. PROVISIONS OF LAW CONTROLLING

It is the intention of the parties that each and every provision of law required to be inserted and set forth in this Agreement shall be so inserted, and if any such provision has not been inserted, through mistake or otherwise, it shall be deemed incorporated herein.

20. COMPLIANCE WITH ALL LAWS

In all work to be performed and services to be rendered under this Agreement, Contractor agrees to comply with the provisions of all applicable Federal, State and Local laws, rules and regulations (including the Occupational Safety and Health Act of 1970 and the Construction Safety Act of 1969), the administrative policies and procedures of the PHA, and all rules and regulations and ordinances of the City of New Haven which may affect such work or services.

21. ANTI-TRUST

The Contractor hereby assigns, sells, and transfers to the PHA all right, title, and interest in and to any claims and causes of action arising under the antitrust laws of the United States of America of that State of Connecticut relating to the particular goods or services purchased or procured by the PHA under this Agreement.

22. FORUM PROVISION; CHOICE OF LAW, CONSENT TO JURISDICTION AND VENUE

This Agreement shall be deemed to be executed in the City of New Haven, State of Connecticut, regardless of the domicile of the Contractor. The parties agree that any and all claims asserted by or against the PHA arising under this Contract Document or related thereto shall be heard and determined within in the courts of the United States located in Connecticut ("Federal Course") or in the courts of the State of Connecticut ("Connecticut State Courts") located in the City and County of New Haven, Connecticut. To effect this agreements and intent, the Contractor agrees:

- A. If the PHA initiates any action against the Contractor in Federal Court or in Connecticut State Courts, service of process may be made on the Contractor either in person, wherever such Contractor may be found, or by registered mail addressed to the Contractor at its address as set forth in this Contract Document, or set such other address as the Contractor may provide to the PHA in writing; and
- B. With respect to any action between the PHA and the Contractor in Connecticut State Courts, the Contractor hereby expressly waives and relinquishes any rights it might otherwise have (i) to move to dismiss on grounds of forum non conveniens, (ii) to remove to Federal Court, and (iii) to move for a change of venue to Connecticut State Court outside New Haven County.
- C. With respect to any action between the PHA and the Contractor in Federal Court located in Connecticut, the Contractor expressly waives and relinquishes any right it might otherwise have to move to transfer the action to a United States Court outside the State of Connecticut.
- D. If the Contractor commences any action against the PHA in a court located other than in the City of New Haven and State of Connecticut, upon request of the PHA, the Contractor shall either consent to a transfer of the action to a court of competent jurisdiction located in the City of New Haven and State of Connecticut or, if the court where the action is initially brought will not or cannot transfer the action, the Contractor shall consent to dismiss such action without prejudice and may thereafter reinstitute the action in a court of competent jurisdiction in the City of New Haven, Connecticut. If any provision(s) of this Article is held unenforceable for any reason, each and all other provision(s) shall nevertheless remain full force and effect.

23. PROJECT CONTINUOUS PROGRESS

The Contractor shall start Services as required in Agreement and continue a full-time work program until completed. The Contractor shall supervise and be responsible for the provisions of all Services as required in Agreement and as directed by the PHA.

24. CONTRACTOR REQUIRED TO PROVIDE TENANT EMPLOYMENT

Contractor is required to conform to HANH Resolution #73-11/83-R authorizing the policy to require Contractors to provide for tenant employment under PHA modernization programs.

RESOLUTION #73—11/83-r, AUTHORIZING A POLICY TO REQUIRE CONTRACTORS TO PROVIDE FOR TENANT EMPLOYMENT UNDER AUTHORITY MODERNIZATION PROGRAMS

WHEREAS, the Authority has and will continue to use Contractors for certain developments and modernization work; and

WHEREAS, there are local, State and Federal guidelines to ensure that there is minority and female participation in Contract Documented work; and

WHEREAS, the Memorandum of Understanding dated November, 1971, between the Authority and the Tenant's Representative Council, Inc., requiring Contractors to make a "good faith effort" to employ tenants while under Contract Document with the Authority is outdated; and

WHEREAS, the Authority is desirous of treating employment opportunities for tenants over and above equal employment opportunity standards wherever possible;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NEW HAVEN that a policy requiring the utilization of tenants as employees or trainees be made for Contract Documents in excess of \$500,000 and that the Authority:

- A. Place the policy in all bid documents.
- B. Emphasize the policy and its importance at all pre-bid and pre-construction conferences.
- C. Provide administrative assistance (e.g., list of tenants and places to post job postings) to Contractors.
- D. Provide notices of job availability or training programs to the Tenants' Representative Council, Inc.
- E. Require a signed certification can be made by Contractors that an effort has been made to hire or train Authority tenants, giving priority to those residing in the development under modernization and where not possible, reasons why no tenants were hired.

25. PUBLIC AND INDIAN HOUSING LOBBYING – BYRD AMENDMENT

REQUIREMENTS (excerpted from HUD Handbook 7570.1, "Public and Indian Housing Lobbying Handbook," dated January 1992.)

LEGAL AUTHORITY: Section 319 of the Fiscal Year 1990 Department of the Interior and Related Agencies Appropriations Act, Public Law 101-121, contained a prohibition on the use of any federally appropriated funds to influence or attempt to influence Federal officials in connection with any Federal Contract Document, grant, loan, or cooperative agreement.

This law, which became effective December 23, 1989, contained two requirements which are known collectively as the Byrd Amendment requirements. These two requirements apply to Federal Contract Documents, grants and cooperative agreements exceeding \$100,000 and Federal loan guaranties and loan insurance exceeding \$150,000 and are as follows:

- A. The PHA/IHA or RMC is required to certify that no federally appropriated funds will be or have been used to influence Federal employees, Members of Congress, and Congressional staff regarding specific grants or Contract Documents; and
- B. The PHA/IHA or RMC that uses other than federally appropriated funds for lobbying on behalf of specific projects or proposals is required to submit disclosure documentation when these efforts are intended to influence the decisions of Federal officials.

REGULATORY AUTHORITY: HUD implementing regulations governing the Byrd Amendment are at 24 CFR Part 87. Also refer to the June 15, 1990, Notice by the Office of Management and Budget (OMB) in the Federal Register (55 FR 24540), which provides further information about OMB's interim final guidance, published December 20, 1989.

APPLICABILITY: The Byrd Amendment requirements apply to all Housing Authorities established under State law for the following grants, if the individual grant amount is over \$100,000:

1. Operating Subsidy;
2. Comprehensive Grant Program (CGP);
3. Comprehensive Improvement Assistance Program (CLAP);
4. Development;
5. Major Reconstruction of Obsolete Projects (MROP);
6. Section 23 Leased Housing adjustments;
7. Drug Elimination Grants;
8. Child Care Grants;
9. Resident Management Grants;
10. HOPE Planning Grants;
11. HOPE Implementation Grants;
12. Section 8 Rental Certificate Program;
13. Section 8 Rental Voucher Program;
14. Section 8 Moderate Rehabilitation Program; and
15. Any other grant program under Public and Indian Housing.

PROHIBITION: The PHA is prohibited from using federally appropriated funds for the purpose of influencing or attempting to influence executive or legislative branch personnel in connection with the awarding of any Federal Contract Document, the making of any Federal grant or loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal Contract Document, grant, loan, or cooperative agreement regardless of the amount.

CERTIFICATION REQUIREMENTS: The Housing Authority that applies for, or receives, an individual grant exceeding \$100,000 shall submit Form HUD-50071,

Certification for Contract Documents, Grants, Loans and Cooperative Agreements, certifying that it has not and will not make any prohibited payment from federally appropriated funds. This certification is required at the time the application for the grant assistance is submitted.

DISCLOSURE REQUIREMENTS: The Housing Authority that applies for, or receives, an individual grant exceeding \$100,000 shall submit Standard Form (SF)-LLL, Disclosure of Lobbying Activities, disclosing any payment made, or agreement to make a payment, with other than federally appropriated funds for influencing or attempting to influence executive or legislative branch personnel in connection with a covered Federal action, as defined below.

Covered Federal Action: A covered Federal action is the award of any Federal Contract Document, the making of any Federal grant or loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal Contract Document, grant, loan, or cooperative agreement.

Timing of Submission: Where required, the Housing Authority shall submit the SF-LLL at the time of application or operating budget submission.

The Housing Authority shall submit a new SF-LLL at the end of each calendar quarter in which there occurs any event that requires disclosure after application or operating budget submission or that materially affects the accuracy of the information contained in any disclosure form previously filed. An event that materially affects the accuracy of the information reported includes:

- A. A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered Federal action; or
- B. A change in the persons(s) or individual(s) influencing or attempting to influence a covered Federal action; or
- C. A change in the officer(s), employee(s), or Member(s) contacted to influence or attempt to influence a covered Federal action.

RESPONSIBILITIES OF HOUSING AUTHORITY: The Housing Authority is responsible for ensuring that its Contractors, including Architects, engineers and other consultants which are Contractors, submit Form HUD-50071 and, where applicable, the SF-LLL for each Agreement exceeding \$100,000. The Housing Authority shall retain the submitted Forms HUD-50071 in its files but shall forward the submitted SF-LLL to the HUD Field Office.

RESPONSIBILITIES OF HOUSING AUTHORITY CONTRACTOR: The Housing Authority Contractor is responsible for ensuring that its subcontractors and other sub-recipients submit Form HUD-50071 and, where applicable, the SF-LLL for each subcontract Document or subgrant exceeding \$100,000. The Contractor shall retain the submitted Forms HUD-50071 in his/her files but shall forward the submitted SF-LLL to the Housing Authority.

26. ECONOMIC OPPORTUNITIES FOR BUSINESSES AND LOW AND VERY

LOW-INCOME PERSONS (HUD Act of 1968, Section 3, as amended) Paragraph 40 of the General Conditions is modified as follows: (Applicable to all Agreement):

Clause 21 to read as follows: Training and Employment Opportunities for Resident in the Project Acts (Section 3, HUD Act of 1968; 24 CFR 135) (applicable to Contracts in excess of \$50,000.)

Yale Termite & Pest Control Elimintion Corporation

Date: 020524

Vendor: Torello Auto Center, LLC

Intital Contract Term: 9/21/21 to 9/22/25

Original Contract amount:		\$33,628.50
Change Order #1		\$33,628.50
Change Order #2		\$25,000.00
Change Order #3		\$33,628.50
Change Order #4		\$25,000.00
Change Order #5		\$66,419.00
Total Contract Value:		216,047.50

MEMORANDUM

To: Board of Commissioners

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

Date: September 17, 2024

RE: Resolution Authorizing Contract Change Order Number Four (4) to the contract with Yale Termite & Pest Control Elimination Corporation to provide pest control services for an additional amount of \$45,000.00 bringing the total not exceed contract amount from \$205,500.00 to \$250,500.00.

ACTION: Recommend that the Board of Commissioners adopt Resolution #09-63/24-R

TIMING: Immediately

DISCUSSION: The Housing Authority of the City of New Haven (HANH) has determined a need for Pest Control Services agency wide.

On May 27, 2022, HANH entered into an agreement with Yale Termite and Pest Elimination Corporation for Pest Control Services in the amount of \$43,500.00 for the period commencing June 6, 2022 and ending June 5, 2023.

On June 6, 2023, HANH authorized Change Order Number One (1) for the second-year option with Yale Termite and Pest Elimination Corporation for Pest Control Services increasing the contract amount by \$43,500.00 bringing the total not exceed amount from \$43,500.00 to \$87,000.0000 for the period commencing June 6, 2023 and ending June 5, 2024.

On October 25, 2023, HANH authorized Change Order Number Two (2) for the third year and final year option with Yale Termite and Pest Elimination Corporation for Pest Control Services increasing the contract amount by \$43,500.00 bringing the total not exceed amount from \$87,500.00 to \$130,500.00 for the period commencing June 6, 2024, and ending June 5, 2025.

On March 11, 2024, the Board of Commissioners adopted Resolution #02-07/24-R authorizing Change Order Number Three (3) to the contract with Yale Termite & Pest Control Elimination Corporation increasing the contract amount by \$75,000.00 bringing the total not exceed contract amount from \$130,500.00 to \$205,500.00.

HANH is now seeking authorization of Change Order Number Four (4) to the contract with Yale Termite & Pest Control Elimination Corporation to provide pest control services for an additional amount of \$45,000.00 bringing the total not exceed contract amount from \$205,500.00 to \$250,500.00.

In accordance with resolution 10-129/18-R for the Revised Procurement Policy, adopted 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 authorized by the Board of Commissioners prior to execution. HANH is now seeking authorization of Change Order Number Four (4) to the contract with Yale Termite & Pest Control Elimination Corporation to provide pest control services for an additional amount of \$45,000.00 bringing the total not exceed contract amount from \$205,500.00 to \$250,500.00.

FISCAL IMPACT: \$45,000.00 Operating funds budgeted FY 2024-2025

STAFF: Lee Purvis, Central Operations Manager

ELM CITY COMMUNITIES

Housing Authority of the City of New Haven

RESOLUTION #09-63/24-R

Resolution Authorizing Contract Change Order Number Four (4) to the contract with Yale Termite & Pest Control Elimination Corporation to provide pest control services for an additional amount of \$45,000.00 bringing the total not exceed contract amount from \$205,500.00 to \$250,500.00.

WHEREAS the Housing Authority of the City of New Haven (HANH) determined a need for Pest Control Services agency wide; and

WHEREAS, on May 27, 2022, HANH entered into an agreement with Yale Termite and Pest Elimination Corporation for Pest Control Services in the amount of \$43,500.00 for the period commencing June 6, 2022, and ending June 5, 2023; and

WHEREAS, on June 6, 2023, HANH authorized Change Order Number One (1) for the second-year option with Yale Termite and Pest Elimination Corporation for Pest Control Services increasing the contract amount by \$43,500.00 bringing the total not exceed amount from \$43,500.00 to \$87,000.0000 for the period commencing June 6, 2023, and ending June 5, 2024; and

WHEREAS, on October 26, 2023, HANH authorized Change Order Number Two (2) for the third year and final year option to renew with Yale Termite and Pest Elimination Corporation for Pest Control Services increasing the contract amount by \$43,500.00 bringing the total not exceed amount from \$87,500.00 to \$130,500.00 for the period commencing June 6, 2024, and ending June 5, 2025; and

WHEREAS, on March 11, 2024, the Board of Commissioners adopted Resolution #02-07/24-R authorizing Change Order Number Three (3) to the contract with Yale Termite & Pest Control Elimination Corporation increasing the contract amount by \$75,000.00 bringing the total not exceed contract amount from \$130,500.00 to \$205,500.00; and

WHEREAS, HANH is now seeking authorization of Change Order Number Four (4) to the contract with Yale Termite & Pest Control Elimination Corporation to provide pest control services for an additional amount of \$45,000.00 bringing the total not exceed contract amount from \$205,500.00 to \$250,500.00; and

WHEREAS, in accordance with resolution 10-129/18-R for the Revised Procurement Policy, adopted 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 authorized 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. Change Order Number Four (4) to the contract with Yale Termite & Pest Control Elimination Corporation to provide pest control services increasing the contract amount by \$45,000.00 bringing the total not exceed contract amount from \$205,500.00 to \$250,500.00 be and hereby is authorized and directed, including the expenditure of such amount; and
2. The President be and hereby is authorized, empowered and directed to execute and deliver such agreements, documents and instruments as necessary to fulfill the foregoing purposes, and to take any and all such ancillary, related and or/necessary action to fulfill the foregoing purposes and 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 September 17, 2024.

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

Date

REVIEWED:
MCCARTER & ENGLISH, LLP
GENERAL COUNSEL

By: _____
Rolan Joni Young, Esq.
A Partner

Yale Termite & Pest Control Elimintion Corporation

Date: 020524

Vendor: Yale Termite & Pest Control Elimintion Corporation

Intital Contract Term: 6/6/22 to 6/5/25

Original Contract amount:		\$43,500.00
Change Order #1		\$43,500.00
Change Order #2		\$43,500.00
Change Order #3		\$75,000.00
Change Order #4		\$45,000.00
Total Contract Value:		\$250,500.00

Increase in cost due to new State of CT requirements for treating bed bugs