



Board of Commissioners

Monthly Meeting Agenda

March 21, 2024 – 1:00 PM – 630A Plantation Street
Call in number (657) 220-3242 Access Code: 184-148-855

Note: Proceedings of this meeting are being audio recorded. Please shut off all electronic devices.

1. **PROCEDURES**

- a. Roll Call
- b. Notice to City Clerk
- c. *Approval Request:* Approval of the Minutes from February 15, 2024, Special Meeting

2. **CORRESPONDENCE**

- a. Notifying the Board of the Public Housing Notification 2024-03 for the Updates to Vacant Unit Policies for 2024.
- b. Notifying the Board of the Public Housing Notification 2024-04 for the Updates to Capital Project Implementation Processes.
- c. Notifying the Board of the award from the Executive Office of Housing and Livable Communities for the Resident Service Coordinator Initiative Funding for \$60,000.

3. **FINANCE**

- a. Financial Statements through December 31, 2023.
- b. *Approval Request:* For the FY2025 Budget
- c. *Approval Request:* For the State Tenant Accounts Payable Write-offs.
- d. *Approval Request:* For the Federal and State Accounts Receivable Write-offs.

4. **ADMINISTRATION**

- a. Status Report: Admissions
- b. Status Report: Property Management
- c. Status Report: Leased Housing
- d. Status Report: Family & Resident Services
- e. Status Report: Public Safety
- f. Status Report: Human Resources

- g. *Approval Request:* For the Worcester Housing Authority Affirmative Action Goal and Placement Rate Policy.
- h. *Approval Request:* To increase the Payment Standards for the Section 8 Housing Choice Voucher program effect May 1, 2024 for New Lease-Ups and June 1, 2024 for Annuals

5. MAINTENANCE, MODERNIZATION, and DEVELOPMENT

- a. Status Report: Maintenance
- b. Status Report: Modernization
- c. Status Report: New Projects & Development
- d. Notifying the Board of the closeout for 3-A Construction, LLC relative to the Interior Upgrades project at 689-1 32 Oberlin Street.
- e. Notifying the Board of the closeout for 3-A Construction, LLC relative fo the Hallways and Unit Carpet Improvements project at 689-7 8-10 Hudson Street.
- f. Notifying the Board of the work order for design services relative to the 689-01 Oberlin St. Drainage/Retaining Wall.
- g. *Approval Request:* To award the construction contract for the Selective Demolition project at 24 Mill Street.
- h. *Approval Request:* To award six (6) Indefinite Quantity Contracts for Architectural Services at Federal Developments.
- i. *Approval Request:* To award a Designer Contract for Architectural/Engineering Services at Federal Developments.
- j. *Approval Request:* For Change Order No. 1 to our contract with Riverdale Plumbing & Heating Inc. for the 2022-37 Bathroom Fan Upgrades at MA 12-1 Great Brook Valley Gardens.
- k. *Approval Request:* For Change Order No. 4 to our contract with Cornerston Building Services LLC, for the 2022-44 Great Brook Valley Office Renovations project at MA 12-1, Great Brook Vally Gardens.
- l. *Approval Request:* For Change Order No. 4 to our contract with D.M.H. Electric Inc., for the 2023-10 Fire Alarm Upgrades project at MA 12-18 Elm Park Tower.

- m. *Approval Request:* For Change Order No. 7 to our contract with Thielsch Engineering, Inc. for the 2021-05 Boiler Room Improvements project at MA 12-8 Lincoln Park Tower.
- n. *Approval Request:* For A&E services closeout documentation for Garofalo Design Associates, Inc. relative to the Indefinite Quantity Contract for Architectural Design and Construction Administration Services for all Federal Developments between Worcester Housing Authority/Owner and Garafalo Design Associates, Inc.
- o. *Approval Request:* For the award recommendation relative to contracting for National Standards for the Physical Inspection of Real Estate (NSPIRE) Inspections.
- p. *Approval Request:* For the Award recommendation relative to contracting for the supply and delivery of appliances.
- q. *Approval Request:* For Execution of Financial Closing Documents related to the Curtis Innovations II – Phase 1 Redevelopment Project.

6. CHIEF EXECUTIVE OFFICER

- a. Construction Development Progress Report

7. TENANT PARTICIPATION / EMPLOYEE RECOGNITION

8. ADJOURNMENT