



**REGULAR MEETING**  
**OF**  
**THE BOARD OF COMMISSIONERS**  
CHA Corporate Office, 60 E. Van Buren, 7<sup>th</sup> Fl., Chicago, Illinois

**Tuesday, September 20, 2022**  
**9:30 a.m.**

**AGENDA**

- I. **Roll Call**
- II. **Approval of Agenda**
- III. **Centering Thoughts – Commissioner Mildred Harris**
- IV. **Report from Chief Executive Officer – Tracey Scott**
- V. **Presentation of Resolutions and Committee Reports**

**Finance & Audit Committee Report – Matthew Brewer, Chairman**

- 1 Authorization to submit to the United States Department of Housing and Urban Development (HUD) the Chicago Housing Authority’s Single Audit Report, Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2021.  
*Presenter: Michael Moran, Chief Financial Officer*
- 2 Authorization to purchase Casualty and Professional Liability Insurance Coverages.  
*Presenter: Dominick Maniscalco, Deputy Chief Human Resources*

**Real Estate Operations Development Committee Report – James Matanky, Chairman**

- 3 Authorization to approve and submit the FY2023 Moving To Work Annual Plan to HUD.  
*Presenter: Jenny Hoyle, Deputy Chief of Staff*
- 4 Authorization to execute a Housing Assistance Payments Contract with G&A West Ridge Senior, G&A Ravenswood Senior and G&A Spaulding Family Apartments.  
*Presenter: Cheryl Burns, Chief Housing Choice Voucher Officer*
- 5 Authorization to participate in a contract for the supply of electricity in the approximate value of \$9.5 million.  
*Presenter: Eric Garrett, Chief Property Officer*
- 6 This Number Not Used.

- 7 Authorization to award contract for Authority-wide Cost Estimating Services. Recommended Awardee: Rider Levett Bucknall, in an aggregate amount of \$1,200,000.  
*Presenter: Ann McKenzie, Chief Development Officer*
- 8 Authorization to award contract for Accessibility Consulting Services. Recommended Awardee: HUSarchitecture Inc., in an aggregate amount of \$2,000,000.  
*Presenter: Ann McKenzie, Chief Development Officer*

**VI. Public Participation**

**VII. Closed Meeting**

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

**VIII. Open Session Resumes – Roll Call**

**IX. Approval of Minutes for the Closed and Regular Meetings of July 20, 2021.**

**X. Presentation of Matters from Closed Session**

- 9 Recommendation to approve Personnel Actions.  
*Presenter: Dominick Maniscalco, Deputy Chief Human Resources*

**XI. Adjournment**



**BOARD OF COMMISSIONERS  
Finance & Audit Committee Meeting**

CHA Corporate Offices  
60 E. Van Buren, 7<sup>th</sup> Fl., Chicago, Illinois

**Tuesday, September 20, 2022  
8:30 a.m.**

**AGENDA**

**I. Roll Call**

**II. Closed Meeting**

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

**III. Open Session - Roll Call**

**IV. Approval of Minutes for the Finance & Audit Committee Meeting of July 19, 2022.**

**V. Resolutions**

- 1 Authorization to submit to the United States Department of Housing and Urban Development (HUD) the Chicago Housing Authority's Single Audit Report, Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2021.

*Presenter: Michael Moran, Chief Financial Officer*

- 2 Authorization to purchase Casualty and Professional Liability Insurance Coverages.  
*Presenter: Dominick Maniscalco, Deputy Chief Human Resources*

**VI. Adjournment**



## Board Letter

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**Agenda Date: September 20, 2022**

**Agenda #: 1**

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Recommendation to Accept and submit to the United States Department of Housing and Urban Development (HUD) the Chicago Housing Authority's Uniform Guidance Report, Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2021.

Presenter: Michael Moran, Chief Financial Officer

### **Recommendation**

The Finance and Audit Committee has reviewed and approved the Chicago Housing Authority's (CHA) audited Uniform Guidance Report, Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2021, pursuant to the Finance and Audit Committee's Charter. The 2021 reports were presented to the Finance and Audit Committee at its September 20, 2022 regular meeting.

It is recommended that the Board of Commissioners accept the attached Uniform Guidance Report, Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2021 and authorize the CEO or her designee to submit such documents to the United States Department of Housing and Urban Development (HUD).

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

### **Background:**

The Uniform Guidance is required for entities such as the CHA that receive and use substantial federal financial assistance and reports on the CHA's compliance with applicable federal regulations. The CHA is required to submit the Uniform Guidance Report to HUD by September 30, 2022, nine months after the end of its fiscal year (December 31, 2021).

HUD requires public housing authorities to annually publish a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed, certified public accountants. For the year ended December 31, 2021, the Authority engaged Ernst & Young to audit its results and issue the Annual Comprehensive Financial Report in accordance with HUD requirements. The Authority is required to submit the Financial Statement Audit and Financial Report to HUD by September 30, 2022, nine months after the end of its fiscal year (December 31, 2021).

Ernst & Young has issued the CHA an unmodified opinion. The Report of Independent Auditors states that CHA's financial statements present fairly, in all material respects, the financial position of the Authority as of December 31, 2021.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**RESOLUTION NO. 2022-CHA-**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated November 20, 2022 and attached hereto entitled “Recommendation to Accept and Submit to HUD the Chicago Housing Authority’s Uniform Guidance Report, Financial Statement Audit and Annual Comprehensive Financial Report for The Year Ended December 31, 2021”

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

**THAT,** The Board of Commissioners hereby accepts the Authority’s

- 2021 Uniform Guidance Report, and
- Financial Statement Audit and Annual Comprehensive Financial Report for The Year Ended December 31, 2021

**THAT,** The Board of Commissioners hereby authorizes the Chief Executive Officer or her designee to submit the Uniform Guidance Report, Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2021 to the U.S. Department of Housing and Urban Development.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 20, 2022

**Agenda #:** 2

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Authorization to Purchase Casualty and Professional Liability Insurance Coverages.

Presenter: Dominick Maniscalco, Deputy Chief Human Resources

### **Recommendation**

The Chief Executive Officer (“CEO”) of the Chicago Housing Authority (“CHA”) recommends that the CHA’s Board of Commissioners (“Board”) authorize the purchase of casualty and professional liability insurance coverages for CHA’s auto and physical damage, crime, cyber, employed lawyers professional, fiduciary, general, public officials and employment practices. The combined premiums are for an aggregate not-to-exceed amount of \$787,948 and cover a one-year policy term of October 1, 2022 through September 30, 2023.

The requested action in this item complies in all material respects with all applicable CHA Board letter policies and all applicable procurement rules. Staff have completed all necessary due diligence to support the submission of this initiative.

### **Funding**

MTW Funds

### **Background:**

CHA renews its insurance coverage for casualty and professional liability lines of coverages annually. In determining the need for insurance coverage, CHA evaluated its existing casualty and professional liability insurance coverages and the cost effectiveness of renewal coverage options. With authorization from HUD, CHA utilizes its insurance broker of record to competitively market, solicit and bind coverage for CHA.

CHA utilized Arthur J. Gallagher to provide brokerage and insurance consulting services. At this time CHA would like to authorize Arthur J. Gallagher to bind the recommended coverage for 2022-2023 renewal of casualty and professional liability insurance.

### **Procurement Process**

Arthur J. Gallagher is the CHA’s current broker of record for all Property and Casualty insurance purchases. Insurance policies are considered a ‘supply and delivery’ product. As such, insurance premiums are not subject to MWDBE contracting requirements, however, Arthur J. Gallagher meets or exceeds these obligations under their separate brokerage contract.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**





**Agenda #: 2**

**RESOLUTION NO. 2022-CHA-XX**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 20, 2022 entitled "Recommendation To Purchase Casualty and Professional Liability Insurance Coverages";

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

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or her designee to purchase insurance for CHA's casualty and professional liability lines of auto and physical damage, crime, cyber, employed lawyers professional, fiduciary, general, public officials and employment practices, through its insurance broker of record, Arthur J. Gallagher, for an aggregate not-to-exceed amount of \$787,948 covering a one-year policy term, from October 1, 2022 through September 30, 2023.

This award is not subject to CHA's MBE/WBE/DBE/ Section 3 contract requirements.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



**BOARD OF COMMISSIONERS**  
**Real Estate Operations Development Committee Meeting**

CHA Corporate Offices  
60 E. Van Buren, 7<sup>th</sup> Fl., Chicago, Illinois

**Tuesday, September 20, 2022**  
**9:10 a.m.**

**AGENDA**

- I. **Roll Call**
  
- II. **Approval of Minutes for the Real Estate Operations Development Committee Meeting of July 19, 2022.**
  
- III. **Resolutions**
  - 3 Authorization to approve and submit the FY2023 Moving To Work Annual Plan to HUD.  
*Presenter: Jenny Hoyle, Deputy Chief of Staff*
  
  - 4 Authorization to execute a Housing Assistance Payments Contract with G&A West Ridge Senior, G&A Ravenswood Senior and G&A Spaulding Family Apartments.  
*Presenter: Cheryl Burns, Chief Housing Choice Voucher Officer*
  
  - 5 Authorization to participate in a contract for the supply of electricity in the approximate value of \$9.5 million.  
*Presenter: Eric Garrett, Chief Property Officer*
  
  - 6 This Number Not Used.
  
  - 7 Authorization to award contract for Authority-wide Cost Estimating Services. Recommended Awardee: Rider Levett Bucknall, in an aggregate amount of \$1,200,000.  
*Presenter: Ann McKenzie, Chief Development Officer*
  
  - 8 Authorization to award contract for Accessibility Consulting Services. Recommended Awardee: HUSarchitecture Inc., in an aggregate amount of \$2,000,000.  
*Presenter: Ann McKenzie, Chief Development Officer*
  
- IV. **Adjournment**



Board Letter

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**Agenda Date:** September 20, 2022

**Agenda #: 3**

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Request for Approval of the FY2023 MTW Annual Plan and Authorization to Submit the Plan to HUD.

Presenter: Jennifer A. Hoyle, Deputy Chief, Strategy and Insights

**Recommendation**

The Chief Executive Officer recommends that the Board of Commissioners of the Chicago Housing Authority approve the FY2023 MTW Annual Plan and authorize CHA to submit the FY2023 MTW Annual Plan to the Department of Housing and Urban Development.

The requested action in this item complies in all material respects with all applicable Chicago Housing Authority board policies and all applicable federal (HUD) regulations, including Form 50900 (Attachment B to the MTW Agreement) which outlines requirements for the content of MTW annual plans and reports and for tracking the impact of MTW activities. Staff have completed all necessary due diligence to support the submission of this annual report.

**Funding**

N/A

**Background:**

As part of its MTW Agreement, CHA is required to submit an Annual Plan to HUD, due 75 days prior to the start of CHA's fiscal year. The MTW Annual Plan provides required information on planned operations and activities for the fiscal year, including proposed new MTW activities that require HUD approval.

A 30-day public comment period was conducted from July 28<sup>th</sup>-August 26<sup>th</sup>, 2022. CHA held two public comment hearings via livestream on August 3<sup>rd</sup> and August 15<sup>th</sup> and one in-person hearing on August 9<sup>th</sup>. Notices regarding the public comment process appeared on CHA's website, in the Chicago Sun Times (July 28 and 29, August 1-3) and the Reader (August 4). CHA also distributed notices across public housing properties and sent an email notification to HCV residents.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**RESOLUTION NO. 2022-CHA-**

**WHEREAS,** The Board of Commissioners has reviewed the Board Letter dated September 20, 2022 requesting approval of the Proposed FY2023 MTW Annual Plan and authorization to submit the Proposed FY2023 MTW Annual Plan to HUD attached hereto;

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

**THAT,** The Board of Commissioners hereby approves the Proposed FY2023 Moving to Work Annual Plan and grants authorization to the Chief Executive Officer, the Board Chairperson, or their designee to make any final updates as deemed necessary;

**THAT,** This approval of the Proposed FY2023 MTW Annual Plan supersedes any and all conflicting language found in prior CHA MTW Annual Plans;

**THAT,** The Board of Commissioners grants authorization to submit the Proposed FY2023 MTW Annual Plan to the U.S. Department of Housing and Urban Development upon Board approval. Such approval shall constitute conclusive evidence of the Board's approval of any and all such changes.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



Board Letter

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**Agenda Date:** September 20, 2022

**Agenda #: 4**

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Recommendation to Execute a Housing Assistance Payments Contract with A) G&A West Ridge Senior, B) G&A Ravenswood Senior, and C) G&A Spaulding Family Apartments.

Development Name Address	Community Area	Target Population
<b>G&amp;A West Ridge Senior Apartments</b> 6142 North California Avenue	West Ridge	Senior
<b>G&amp;A Ravenswood Senior Apartments</b> 1818 West Peterson Avenue	West Ridge	Senior
<b>G&amp;A Spaulding Family Apartments</b> 1750 N. Spaulding Avenue	Humboldt Park	Family

Presenter: Cheryl Burns, Chief Housing Choice Voucher Officer

**Recommendation:**

It is recommended that the Board of Commissioners (Board) of the Chicago Housing Authority (CHA) authorize the Chief Executive Officer or her designee to execute 1) a Housing Assistance Payments (HAP) contract with a) G&A West Ridge Senior, b) G&A Ravenswood Senior, and c) G&A Spaulding Family Apartments; and 2) execute all other documents as may be necessary or appropriate to implement the foregoing.

The requested action complies in all material respects with applicable CHA Board policies and all applicable federal laws. Staff have completed all necessary due diligence to support the submission of this initiative.

**Property Summary and Estimated Contract:**

A HAP contract shall be issued for the following Developments utilizing funding from the Housing Choice Voucher (HCV) program:

Development Name Ownership Entity	Contract Type & Term	Total # Units	PBV Units	Initial Estimated Contract	Total Estimated Contract
<b>G&amp;A West Ridge Senior Apartments</b> West Ridge Senior Partners, L. P.	HAP 15 years	99 units	19 PBV	\$242,832	\$ 4,199,395
<b>G&amp;A Ravenswood Senior Apartments</b> Ravenswood Partners of Illinois L.P.	HAP 15 years	187 units	37 PBV	\$448,440	\$ 7,755,060
<b>G&amp;A Spaulding Family Apartments</b> Spaulding Partners L.P.	HAP 15 years	36 Units	9 PBV	\$142,500	\$ 2,464,312

Initial contract rents will be determined by market comparables and fair market rents applicable at the time the HAP contract is executed. All rent determinations will comply with federal regulations and CHA policy.

**G&A WEST RIDGE SENIOR APARTMENTS**

is a 99-unit, 5-story, elevator building, constructed in 2003 in Chicago’s West Ridge community in a Gautreaux opportunity area. The building offers independent living for persons aged 55+. Vacancies are filled from the CHA waitlist.

PBV’s assist 19 units, 16 one-bedroom and 3 two-bedroom units. Building amenities include a shared laundry room, exercise / fitness room, multi-purpose room, outdoor patio, gardening area, and 44 underground parking spaces. The building provides gas heating, water and sewer. Units provide an electric range and refrigerator. Tenants are responsible for other electricity, including cooking.

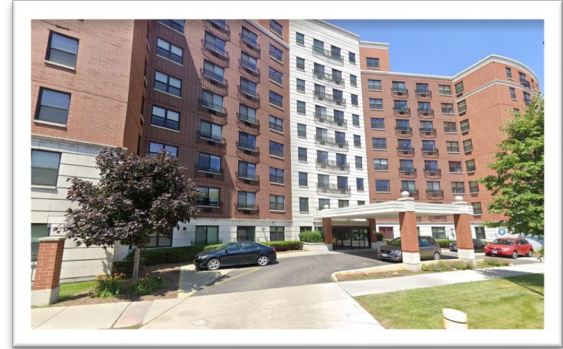


**West Ridge Senior Partners L.P.** is the ownership entity of G&A Construction and Development. A 15-year HAP was executed on June 3, 2009 to assist 19 PBV units. The property owner has applied for a 15-year HAP extension to assure long-term housing stability for seniors.

**G&A RAVENSWOOD SENIOR APARTMENTS**

is a 187-unit, 9-story, elevator building constructed in 2007 in the West Ridge community in a Gautreaux opportunity area. The building offers independent living for persons aged 55+. Vacancies are filled from the CHA waitlist.

PBV's assist 37 units, all one-bedroom units. Building amenities include a laundry room on each floor, an exercise / fitness room, multi-purpose room, outdoor patio and 68 underground and surface parking spaces. The building provides gas heating, water and sewer. Units provide an electric range and refrigerator. Tenants are responsible for other electricity, including cooking.

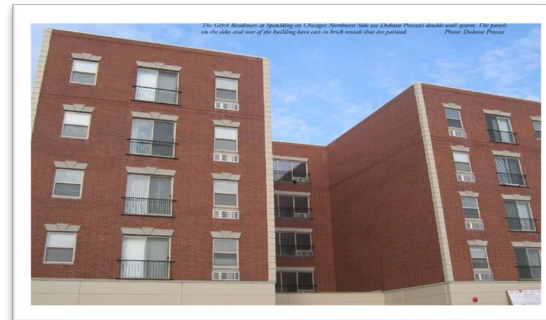


**Ravenswood Partners of Illinois L.P.** is the ownership entity of G&A Construction and Development. A 15-year HAP was executed on March 1, 2011 to assist 37 PBV units. The property owner has applied for a 15-year HAP extension to assure long-term housing stability for seniors.

**G&A SPAULDING FAMILY APARTMENTS**

is a 36-unit, 5-story elevator building constructed in 2006 in the Humboldt Park community in a Gautreaux opportunity area. The building offers 2-and 3-bedroom units for families and vacancies are filled from the CHA waitlist.

PBV's assist 9 units, 5 two-bedroom and 4 three-bedroom units. Building amenities include a shared laundry room on each floor, staffed management office, and 36 indoor parking spaces. The building provides gas heating, water, and sewer. The units provide an electric range and refrigerator. Tenants are responsible for other electricity, including cooking.



**Spaulding Partners L.P.** is the ownership entity of G&A Construction and Development. A 10-year HAP was executed on August 4, 2008 to assist 37 PBV units; and was renewed for 15 years on August 5, 2018. The property owner has applied for a 15-year HAP extension to support a loan application that will invest approximately \$70,000 per unit for improvements, including roof, windows, HVAC, as well as common area and unit upgrades.

**PROPERTY OWNER/MANAGER**

**West Ridge Senior Partners L.P., Ravenswood Partners of Illinois L.P., and Spaulding Partners L.P.** are the ownership entities of **G&A Construction and Development**. G&A was formed in

2000 by George Ardelean, as a fully integrated development firm with expertise in financing, construction and management. In 2000, **G&A Management LLC** was founded by Agatha Ardelean, as a Chicago-based property management company to oversee more than 400 rental units. G&A partners with CHA's PBV program in the three above-listed properties, as well as G&A East Gate Senior Apartments (35 PBV units). All properties are in good standing.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Office**





**Agenda #: 4**

**RESOLUTION NO. 2022-CHA-**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 20, 2022 entitled "Recommendation to Extend the Housing Assistance Payments Contract with a) G&A West Ridge Senior, b) G&A Ravenswood Senior, and c) G&A Spaulding Family Apartments

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

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or her designee to 1) extend the Housing Assistance Payments (HAP) contract for a 15-year term for a) G&A West Ridge Senior, b) G&A Ravenswood Senior, and c) G&A Spaulding Family Apartments; and 2) execute all other documents as may be necessary or appropriate to implement the foregoing.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



Board Letter

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**Agenda Date: September 20, 2022**

**Agenda #: 5**

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Authorization to participate in a contract for the Supply of Electricity.

Presenter: Eric Garrett, Chief Property Officer

**Recommendation**

The Chief Executive Officer recommends that the Board of Commissioners (Board) of the Chicago Housing Authority approves the award of a contract under cooperative purchasing principles and terms, pursuant to a competitively procured contract of the Chicago Transit Authority, to the below-listed vendor for the supply of electricity to the CHA portfolio and for compensation in the not-to-exceed value of \$9,500,000.00 for a term concurrent with the term of the CTA supply contract, including option terms running through January, 2025.

<b>Recommended Awardee</b>	<b>Base Contract Value</b>	<b>Base Term</b>	<b>Option Terms</b>	<b>Total Contract Value</b>
MP2 Energy NE LLC	\$9,500,000	2		\$ 9,500,000
<b>Total:</b>	<b>\$</b>		<b>Aggregate Total:</b>	<b>\$ 9,500,000</b>

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

**Funding**

MTW Funds

**Background**

The Chicago Transit Authority's electricity supply contract was competitively bid and includes the ability to lock in wholesale rates instead of retail and enables the CHA to hedge against potential market price fluctuations. The CHA has utilized this type of contract since Illinois deregulated the energy market and has consistently locked in rates for electricity that are lower than the local market rate for operational savings.

This contract is for electricity supply only. The CHA will continue to maintain accounts and pay delivery charges to ComEd, which is the only option for electricity delivery in Chicago.

Participating in this contract will also provide the CHA access to experienced energy market analysts and trading professionals to track electricity supply market trends and forecast pricing fluctuation.

The CHA's 3-year average for annual electricity usage purchased through supply contracts is 51,148,098 kWh and the anticipated average supply rate for electricity is \$ 0.0835 / kWh for 2023-2024. The table shown below projects the annual supply cost for this annual usage at or below the anticipated kWh supply rate.

**Energy Supply Budget Forecast**

Energy Type	2023	2024
ELECTRICITY	\$4,500,000	\$4,500,000

In addition to this projected usage and supply rate, the contract with MP2 Energy NE LLC will allow the CHA to purchase renewable energy credits (RECs) at market rate to supplement on site renewable generation or other methods of buying renewable energy.

The City of Chicago has set a goal of achieving 100% clean renewable energy community wide by 2035 through the 2022 Climate Action Plan and buying renewable energy produced within a 250-mile radius of Chicago through this contract will enable the CHA to support this goal.

**Procurement Activities**

This contract with MP2 Energy NE was competitively procured by the Chicago Transit Authority through a Request for Proposals (RFP) issued on August 29, 2018, solicitation # *B18OP03436*, and was available for public entities to participate in through the CTA agreement. The base contract for the underlying agreement is three (3) years, January 1, 2020 through January 1, 2023 with the option to renew for one (1) additional two (2) year period through January 1, 2025.

Chicago Transit Authority is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Five responses were received on October 16, 2018. The respondents to the RFP are listed in the table below:

<b>Vendor Responses</b>
Direct Energy
MP2 Energy NE LLC
Constellation New Energy(CNE)
Dynegy
Mid America

In reviewing and evaluating the responses to this RFP, the Buyer engaged in a two-tier evaluation. The first tier considered the following criteria, and evaluated on a pass/fail basis:

1. Proposer demonstrated it has a credit rating equal to or greater than BBB- by Standard & Poor's Rating Group or Baa3 by Moody's Investor Services or provided an irrevocable letter of credit or a parental guarantee.

Firms that passed the first-tier evaluation were evaluated against the second-tier technical criteria. The second-tier technical evaluation considered the following factors, in order of relative importance:

2. Comprehensive Plan (Section V, Part I, B); and
3. Qualification of Firm (Section V, Part I, C).

Price was evaluated but not combined or weighted with the technical criteria. For this solicitation, price/cost was more important than the technical criteria.

**MWDBE and SECTION 3 COMPLIANCE:**

The CHA Staff has reviewed the proposed vendor compliance plan and has determined MP2 Energy NE LLC will meet the CHA stated goals. MP2 Energy NE LLC will fulfill the M/WDBE through direct subcontracting to Beacom Energy, Inc. They have also proposed indirect spend to meet 20% goal. This purchase is a supply and delivery of utilities and therefore, Section 3 is not applicable.

**Vendor Background Information**

David Black, CEO, 21 Waterway Ave., Suite 450 The Woodlands, TX 77380, US. In business since 2009, MP2 Energy NE LLC, a Shell Energy North America Subsidiary is a full-service energy company providing energy solutions in all aspects of the power market. Furthermore, MP2 Energy NE LLC is a certified Retail Electricity Provider and a Qualified Scheduling Entity (QSE) in ERCOT acquired by Shell Energy N.A in June 2017. Their role in the market is to serve as risk managers, balancing the energy supply / demand equation for our clients.

Based on the foregoing, it is in the best interest of the CHA for the Board of Commissioners to authorize the Chief Executive Officer or her designee to enter into a contract for the purchase of electricity for a not-to-exceed amount of \$9,500,000.00.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 5**

**RESOLUTION NO. 2022-CHA-XXX**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 20, 2022 entitled "Authorization to participate in a contract for the supply of Electricity".

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

**THAT,** The Board of Commissioners (Board) of the Chicago Housing Authority approve the execution of a contract with MP2 Energy NE LLC for the supply of electricity for a total authorization amount of Nine Million, Five Hundred Thousand Dollars (\$9,500,000) over a total term of two (2) years.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**

#6 Not Used



Board Letter

Agenda Date: September 20, 2022

Agenda #: 7

Authorization to Award Contract for Cost Estimating Services

Presenter: Ann McKenzie, Chief Development Officer

**Recommendation**

The Chief Executive Officer (CEO) of the Chicago Housing Authority (CHA) recommends that CHA’s Board of Commissioners (Board) approve the award of a contract to the below listed contractor for up to an aggregate amount of \$1,200,000, consisting of: a two-year base term from October 1, 2022 through September 30, 2024, in the amount of \$600,000; and two one-year option terms in the amount of \$300,000 and \$300,000, respectively, to provide cost estimating services.

The Board delegates authority to the CEO to use her discretion to exercise each of the options, and each option term may only be exercised individually and upon expiration of the prior year’s term.

Recommended Awardee	Base Contract Value	Base Term	Option Terms	Total Contract Value
Rider Levett Bucknall	\$600,000	2 Years	1 <sup>st</sup> Option: \$300,000 2 <sup>nd</sup> Option: \$300,000	\$1,200,000

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

**Funding**

MTW Funds

**Background**

The CHA uses the services of a professional cost estimator to provide cost estimating services in connection with the modernization, rehabilitation, and capital maintenance of CHA properties. These services are required at various stages of planning, design, and construction.

The CHA is required to obtain an independent cost estimate (ICE) prior to the commencement of procurements, especially for construction work. An ICE serves as the primary benchmark of cost and price reasonableness for the CHA. Independent cost estimates for construction projects are complex and require an advanced skill set to produce accurate construction estimates. Professional construction cost estimators have access to market driven data such as current labor and material costs and have the expertise to identify all the required components in a design or construction project.

**Procurement Activities**

Specifications prepared by CHA staff were publicly advertised as RFP Event 3206 for Cost Estimating Services on June 2, 2022. A Pre-Proposal Conference was held on June 8, 2022, and two (2) firms attended. Two (2) proposals were received on July 1, 2022. The responses to the RFP are depicted in the table below:

<b>Responsive Proposals</b>
The Concord Group
Rider Levett Bucknall

There were two (2) bid responses from The Concord Group and Rider Levett Bucknall (RLB). The recommended vendor(s) were selected through a competitive procurement process in accordance with HUD regulation CFR 200.318 that evaluated responses in the following areas:

1. Organization -- 35 points
2. Experience -- 30 points
3. Accuracy of Cost Estimating --10
4. Proposed Fees -- 15 points
5. MBE/WBE compliance -- 10 points

Final scores received from the Evaluation Committee were used to determine the firms in the competitive range. The Evaluation Committee did not request oral presentations and best and final offers were completed. Based on the final scoring of the evaluation committee, it is recommended that the CHA enter into a contract with Rider Levett Bucknall to provide Cost Estimating Services as outlined in the RFP.

Two Respondents submitted proposals before the due date. Final scores received from the evaluation committee were used to determine the best respondent.

**MWDBE and SECTION 3 COMPLIANCE:**

The CHA staff has reviewed the proposed vendor and has determined the vendor’s utilization plan meets with the CHA stated goals.

RLB will fulfill CHA diversity goals through subcontracting 23% to Antigua Construction who is a certified M/WBE and Section 3 business concern. Antigua Construction is a current Section 3 pre-qualified pool vendor for CHA with two contracts in good standing. In the past, Antigua



Construction was a Prime on 32 contracts and the subcontractor on 3 contracts and was a good standing vendor. RLB has been working with Antigua Construction under contracts with the Public Building Commission and the Illinois Tollway. RLB is using Antigua's expertise where appropriate. Mechanical electrical and plumbing (MEP) element reviews are performed by their in-house MEP estimators and RLB will share the architectural and civil work with Antigua. This estimating work may involve paving, utilities, excavation, roofing, exterior brickwork, and interiors such as partitions, doors and finishes.

**Vendor Background Information**

RLB is an independent global construction and property consulting firm with over 200 years' experience. They have over 4,000 employees in 40 plus countries. RLB has a Chicago office which started when RLB acquired Garrison Inc. (which was established in 1986). RLB has not previously worked with CHA.

In addition to cost estimating services, they also provide construction management, scheduling, building forensic investigation, and many other specialized services in the building industry. They provide services throughout the spectrum of building types including, commercial, residential, healthcare, etc.

Julian Anderson is President for North America and Global Board Director. Main Office: 4343 E Camelback Road, Suite 350, Phoenix, AZ 85018. The Chicago office contact is Chris Harris, Associate Principal, Chicago Office address: 141 W. Jackson Suite 3810, Chicago, IL 60604.

Based on the foregoing, it is in the best interest of the CHA for the Board of Commissioners to authorize the Chief Executive Officer or her designee to enter into a contract for cost estimating services with Rider Levett Bucknall in the total aggregate amount of \$1,200,000.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 7**

**RESOLUTION NO. 2022-CHA-**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 20, 2022 entitled "Recommendation to Award Contract for Authority-wide Cost Estimating Services."

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

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or her designee to enter into a contract to provide cost estimating services at various CHA properties to Rider Levett Bucknall, in an aggregate not-to-exceed amount of \$1,200,000, which is comprised of a 2-year base term and two 1-year options.

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

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

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



Board Letter

**Agenda Date: September 20, 2022**

**Agenda #: 8**

Authorization to award contract for Accessibility Consulting Services.

Presenter: Ann McKenzie, Chief Development Officer

**Recommendation**

The Chief Executive Officer (CEO) of the Chicago Housing Authority (CHA) recommends that CHA’s Board of Commissioners (Board) approve the award of a contract to the below listed contractor for up to an aggregate amount of \$2,000,000, consisting of: a two-year base term from January 1, 2023 through December 31, 2024, in the amount of \$1,000,000; and two one-year option terms in the amount of \$500,000 each, respectively, to provide accessibility consulting services. Accessibility reviews and surveys are needed in connection with modernization, rehabilitation, and capital maintenance at selected properties.

The Board delegates authority to the CEO to use her discretion to exercise each of the options, and each option term may only be exercised individually and upon expiration of the prior year’s term.

**Contract Summary:**

<b>Recommended Awardee</b>	<b>Base Contract Value</b>	<b>Base Term</b>	<b>Option Terms</b>	<b>Total Contract Value</b>
HUSarchitecture Inc.	\$1,000,000	2 Years	1 <sup>st</sup> Option: \$500,000 2 <sup>nd</sup> Option: \$500,000	\$2,000,000

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

**Funding**

MTW Funds

**Background:**

CHA uses the services of an architectural firm with a strong knowledge of accessible design to serve as a third-party accessibility consultant to provide accessibility review and survey services in connection with modernization, rehabilitation, and capital maintenance at CHA properties. This service has been customarily performed by an architectural firm with a strong background in accessibility review and design by means of assessments, review of drawings and

specifications, surveys, construction inspections, and other accessibility related services for all dwelling and non-dwelling buildings.

The contract will be a task order contract and is dependent upon the number of accessible units, both new construction and those being rehabilitated, that may require inspection for compliance with all applicable codes. Inspection visits will be scheduled on an as needed basis.

**Procurement Activities:**

RFQ Event No. 3170 for professional Accessibility Consulting Services was released April 12, 2022. Respondents were to submit a proposal for services requested that included accessibility plan reviews, surveys, construction inspections, and unit certifications. A pre-proposal conference was held on April 20, 2022 with ten firms attending. CHA received proposals from the following three firms on May 5, 2022: LCM Architects, HUSarchitecture, and GSG Consultants.

<b>Responsive Proposals</b>
LCM Architects, LLC
GSG Consultants, Inc.
HUSarchitecture, Inc.

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

1. Introductory Information – 5 points max.
2. Qualifications & Experience – 30 points max.
3. Organization – 40 points max.
4. Proposed Fees -- 15 points max.
5. MBE/WBE compliance -- 10 points max.

Final scores received from the CHA staff were used to determine the competitive range. One vendor was deemed non-responsible for failing to comply with CHA diversity goals. Based on the overall scoring, CHA staff recommends acceptance and award to HUSarchitecture, Inc. the next most responsible proposer to provide accessibility consulting services as needed as outlined in the RFP.

**MWDBE and SECTION 3 COMPLIANCE:**

The CHA Staff has reviewed the proposed vendor compliance plans and has determined that HUSarchitecture’s plans meet the CHA's stated goals. HUSarchitecture will be expected to meet applicable compliance requirements for each assignment.

HUSarchitecture is a seven-person, certified WBE and Section 3 Business concern architectural firm located in the Pilsen neighborhood of Chicago and will be self-performing the work as

assigned. HUSarchitecture has also proposed to subcontract with Avid Consulting (certified MBE) and Aleman Studio LLC (certified MBE) as needed.

**Vendor Background and Information**

Chyanne Husar, Principal Architect, 2202 S Halsted St, Chicago, IL 60608. HUSarchitecture is certified women-owned firm that was founded in 2010. HUSarchitecture was founded on the belief that architecture can shape community and strives to make positive impacts on communities through sustainable building. Accessibility and universal design are fundamental principles to future-proofing communities and HUSarchitecture is committed to improving the accessibility of CHA buildings and future projects for CHA communities and residents.

HUSarchitecture's first contract with the Chicago Housing Authority started in 2010, and since then HUSarchitecture has developed an extensive accessibility assessment and design portfolio with a variety of clients, including other governmental agencies.

Based on the foregoing, it is in the best interest of the CHA for the Board of Commissioners to authorize the Chief Executive Officer or her designee to enter into a contract for accessibility consulting services with HUSarchitecture Inc. in the total aggregate amount of \$2,000,000.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 8**

**RESOLUTION NO. 2022-CHA-**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 20, 2022 entitled “Recommendation to award contract for accessibility consulting services.”

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

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or her designee to enter into a contract to provide authority-wide accessibility consulting services at various CHA properties to HUSarchitecture, in an aggregate not-to-exceed amount of \$2,000,000, which is comprised of a 2-year base term and two 1-year options.

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

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

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



**REGULAR MEETING  
OF  
THE BOARD OF COMMISSIONERS**  
CHA Corporate Offices  
60 E. Van Buren, 7th Fl., Chicago, Illinois

**Tuesday, September 20, 2022  
9:30 a.m.**

**CLOSED MEETING AGENDA**

- I. **Roll Call**
- II. **Closed Meeting**
  - Commissioners will vote to go into closed meeting pursuant to the Open Meetings Act, 5 ILCS 120/2, to discuss matters under the following exceptions: personnel related matters under (c)(1) and (c)(2); purchase, sale and lease of real estate property under (c)(5) and (c)(6); pending/imminent/probable litigation under (c) (11); review of closed meeting minutes under(c) (21) and audit reviews under (c) (29).
- III. **Review of Minutes for the Closed Meetings of July 19, 2022.**  
**5 ILCS 120/2(c) (21)**
- IV. **Pending/Imminent/Probable Litigation**  
**5ILCS 120/2(c) (11)**
- V. **Personnel Actions**  
**5ILCS 120/2(c)(1) and (c)(2)**  
**Item No. 9** Approval of Personnel Actions.  
*Presenter: Dominick Maniscalco, Deputy Chief, Human Resources*
- VI. **Meeting Adjourns**



Board Letter

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**Agenda Date: September 20, 2022**

**Agenda #: 9**

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Approval of Personnel Actions

Presenter: Dominick Maniscalco, Deputy Chief Human Resources

**Recommendation**

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

**Explanation**

The Chief Executive Officer recommends the following personnel actions:

**Approval of selection, appointment, and removal of officers and employees at Grade Level 74:**

- Offer of employment to General Counsel.

**Ratification of selection, appointments, and removal of employees below Grade Level 74:**

- Offer of employment to Program Specialist, Workforce.
- Offer of employment to Project Manager, Data & Impact.
- Offer of employment to Program Specialist, Education.
- Offer of employment to Senior Director, Procurement.
- Offer of employment to Budget Analyst.
- Offer of employment to Security Engineer.
- Offer of employment to Manager, Marketing.
- Offer of employment to Business Solution Analyst.
- Compensation Adjustment for employee to HCV Participant Relations Specialist.
- Compensation Adjustment for employee to HCV Owner Relations Specialist.
- Transfer for employee to Financial Analyst.
- Promotion of employee to Director, Development.
- Promotion of employee to Deputy General Counsel.
- Promotion of employee to Manager, FSS Program (2).
- Promotion of employee to Director, HQ Facilities.
- Promotion of employee to Security Supervisor (2).
- Promotion of employee to Manager, HQ Facilities.
- Promotion of employee to Project Manager.

**Acceptance of resignations, retirements, and terminations:**

- Resignation of employment for Manager, Contract Compliance.



- Separation of employment for Senior Portfolio Manager.
- Separation of employment for PBV Program Analyst.
- Resignation of employment for Administrative Assistant.
- Resignation of employment for Planning Analyst I.
- Resignation of employment for Development Manager.
- Resignation of employment for Director Design Engineering & Planning.
- Resignation of employment for Front Desk Supervisor.
- Resignation of employment for Front Desk Monitor.
- Separation of employment for Human Resources Project Manager.
- Separation of employment for Director FamilyWorks & Supportive Services.
- Separation of employment for Front Desk Monitors (3).
- Separation of employment for Emergency Dispatcher.
- Separation of employment for CAC Financial Clerk.
- Separation of employment for Administrative Assistant III (LOC 73).
- Separation of employment for Executive Assistant.
- Separation of employment for Manager, Self Sufficiency.
- Separation of employment for Program Specialist, Digital Inclusion.
- Separation of employment for Set-Up Technician.
- Separation of employment for Project Manager I, Facility.
- Separation of employment for Facility Event Associate.
- Resignation of employment for Deputy Chief Special Events and HQ Facilities.
- Resignation of employment for Emergency Dispatcher.
- Separation of employment for Business Solution Analyst.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 9**

**RESOLUTION NO. 2022-CHA-**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 20, 2022, entitled "Approval of Personnel Actions":

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

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

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**