

**NOTICE OF QUINCY HOUSING AUTHORITY BOARD OF
COMMISSIONERS' MEETING**

DATE: June 21, 2017
TIME: 5:00 p.m.
PLACE: 80 Clay Street, Quincy, MA

The meeting location is fully accessible to persons with disabilities. Upon reasonable notice, the Authority will attempt to provide auxiliary aids which will allow persons requiring such aid to participate fully in the meeting.

Topics anticipated to be discussed:

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes of the May 17, 2017 Regular Board Meeting
- IV. Approval of Minutes of the May 24, 2017 Special Board Meeting
- V. Harborview Residents' Committee, Inc.
- VI. Residents' Council for Elderly/Disabled Residents of the QHA

Maintenance/Mod

1. Motion to Award and authorize the Contract Officer to execute a construction contract to Action Energy Services Inc. for the Installation of New High Efficiency Electric Heat Pumps at Tobin Towers. The contract is for the supply and installation of individual heat and air conditioning mini split units for all tenants totaling \$1,228,000.00. The contract will result in significantly reduced electric consumption. The work is through the Low Income Multi-Family Retrofit Program offered by National Grid. There is no cost to the Authority for this work.
2. Motion to Award and authorize the Contract Officer to execute a construction contract to Action Energy Services Inc. for the Installation of New High Efficiency Electric Heat Pumps at Sawyer Towers. The contract is for the supply and installation of individual heat and air conditioning mini split units for all tenants totaling \$801,600.00. The contract will result in significantly reduced electric consumption. The work is through the Low Income Multi-Family Retrofit Program offered by National Grid. There is no cost to the Authority for this work.
3. Motion to Award and authorize the Contract Officer to execute a construction contract to Action Energy Services Inc. for the Installation of New High Efficiency Electric Hot Water Heaters at O'Brien Towers. The contract will result in a new high efficiency electric domestic hot water system totaling \$258,000.00.

The work is through the Low Income Multi-Family Retrofit Program offered by National Grid. There is no cost to the Authority for this work.

4. Motion to approve Change Order No. 2 to the contract of Superior Sealcoat Inc. for the Asphalt Pavement Repair at 75 South St. The Change Order is for the repairs to the basement unit stairs and is in the amount of \$1,157.62.
5. Motion to approve the Certificate of Completion and authorize Final payment to Superior Sealcoat Inc. for the Asphalt Pavement Repair at 75 South St. in the amount of \$4,316.47.
6. Motion to Award and authorize the Contract Officer to execute a contract to Richard Mahoney for Modernization Consulting. The consulting services will be provided three (3) days per week. The contract will be for a two (2) year period starting July 1, 2017. The contract will also have a two (2) year option. This is a contract labor position and the consultant will not receive any employee benefits.
7. Motion to Award and authorize the Contract Officer to execute a contract to Northeast Record Retention LLC for paper shredding services for the Authority. The contract will be for a two (2) year period starting July 1, 2017.
8. Motion to approve the FY18 Capital Improvement Program submission to DHCD.
9. Motion to approve Steven Spencer as employee of the Quarter 2017.

Finance

1. Motion to Remove James Lydon, Executive Director and Rosemary Wahlberg Treasurer from the banking authority and to add James Marathas, Executive Director and Archie Wahlberg, Commissioner to the banking authority.
(Documents to be signed by all Commissioners)

Support Services/Tenant Services/Leased Housing

Executive Director's Report

Adjournment to Executive Session for Approval of Executive Session Minutes of May 24, 2017 and Litigation and not to return to open session.

