

# ALLEGHENY COUNTY HOUSING AUTHORITY

## Board of Directors Meeting AGENDA

January 23, 2026 — 10:30 A.M.

Central Office Board Room

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1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Recognition / Proclamations
5. Employee of the Month
6. Public Comment on Agenda Items
7. Motion to Approve the December 19, 2025, Allegheny County Housing Authority Board of Directors Meeting Minutes
8. Old Business – Confirmation of Fiduciary Liability Insurance Premium (Informational – No Action Required)
9. New Business
10. Motion to Appoint the Members of The Allegheny County Housing Authority Board of Directors to Hold Office for Calendar Year 2026, Or Until Their Successors Are Duly Appointed (Routine Appointment – No Resolution Required)
  - \_\_\_\_\_, Chairperson
  - \_\_\_\_\_, Vice Chairperson
  - \_\_\_\_\_, Secretary
  - \_\_\_\_\_, Treasurer
  - \_\_\_\_\_, Assistant Secretary/Treasurer
11. **Resolution No. 1 of 2026** –Authorizing the Award of Contract ACHA-1726-A to Dan Farr Moving Services for Authority-Wide Moving Services, for an Initial Three-Year Term with an Optional Two-Year Extension
12. **Resolution No. 2 of 2026** –Authorizing the Award of Contract ACHA-1726-B to Metro Movers for Authority-Wide Moving Services for an Initial Three-Year Term with an Optional Two-Year Extension
13. **Resolution No. 3 of 2026** – Authorizing Change Order EC-5 to Sargent Electric for additional material and labor costs for replacement of corridor lighting at Brackenridge Hall in the amount of \$41,545.00

14. **Resolution No. 4 of 2026** - Request for Approval to Write Off Tenant Accounts Receivable Collection Losses in the Amount of \$47,335.30 for December 2025
15. **Resolution No. 5 of 2026** - Requesting Approval for the renewal of Flood Insurance policies through the National Flood Insurance Program (NFIP) via Philadelphia Indemnity Insurance Company/Housing Authority Insurance (HAI) for the period February 26, 2025–February 26, 2026
16. Comment on General Items
17. Adjournment

Board Meeting  
January 23, 2026  
Agenda Item Number 11

**RESOLUTION NO. 1 OF 2026**

**A Resolution – A Resolution requesting approval of Contract ACHA-1726-A to Dan Farr Moving Services for Authority-Wide Moving Services, for an Initial Three-Year Term with an Optional Two-Year Extension**

**WHEREAS**, in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA) and HUD Handbook 1378, Public Housing Authorities are required to provide moving services for Low-Income Public Housing residents when moves are required by the PHA or result from actions beyond the resident's control; and

**WHEREAS**, such circumstances include, but are not limited to, unit rehabilitation, modernization, demolition or disposition; transfers for health, safety, or reasonable accommodation; emergency transfers; and occupancy size changes; and

**WHEREAS**, previous moving services contracts have expired; and

**WHEREAS**, the Allegheny County Housing Authority issued a solicitation for Moving Services under Contract ACHA-1726, with bids due January 7, 2026; and

**WHEREAS**, two (2) bids were received and publicly opened, and bids were evaluated on a firm fixed-price basis per unit type and size; and

**WHEREAS**, the Authority has reviewed the pricing submitted and determined it to be acceptable, competitive, and consistent with prevailing regional costs; and

**WHEREAS**, Don Farr Moving & Storage was determined to be a responsive and responsible bidder.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Allegheny County Housing Authority that Contract ACHA-1726-A for Moving Services – ACHA Wide is hereby awarded to Don Farr Moving & Storage for a two-year contract term, with the option for an additional three-year renewal at the discretion of the Authority.

Approved as to form and content:

  
Richard Stephenson, Executive Director

Board Meeting  
January 23, 2026  
Agenda Item Number 12

**RESOLUTION NO. 2 OF 2026**

**A Resolution – A Resolution requesting approval of Contract ACHA-1726-B to Metro  
Movers for Authority-Wide Moving Services, for an Initial Three-Year Term with an  
Optional Two-Year Extension**

**WHEREAS**, in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA) and HUD Handbook 1378, Public Housing Authorities are required to provide moving services for Low-Income Public Housing residents when moves are required by the PHA or result from actions beyond the resident's control; and

**WHEREAS**, such circumstances include, but are not limited to, unit rehabilitation, modernization, demolition or disposition; transfers for health, safety, or reasonable accommodation; emergency transfers; and occupancy size changes; and

**WHEREAS**, previous moving services contracts have expired; and

**WHEREAS**, the Allegheny County Housing Authority issued a solicitation for Moving Services under Contract ACHA-1726, with bids due January 7, 2026; and

**WHEREAS**, two (2) bids were received and publicly opened, and bids were evaluated on a firm fixed-price basis per unit type and size; and

**WHEREAS**, the Authority has reviewed the pricing submitted and determined it to be acceptable, competitive, and consistent with prevailing regional costs; and

**WHEREAS**, Metro Moving & Storage, Inc. was determined to be a responsive and responsible bidder.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Allegheny County Housing Authority that Contract ACHA-1726-B for Moving Services – ACHA Wide is hereby awarded to Metro Moving & Storage, Inc. for a two-year contract term, with the option for an additional three-year renewal at the discretion of the Authority.

Approved as to form and content: \_\_\_\_\_

  
Richard Stephenson, Executive Director

**Board Meeting  
January 23, 2026  
Agenda Item Number 13**

**RESOLUTION NO. 3 OF 2026**

**A Resolution – Authorizing Change Order EC-5 to Sargent Electric for additional material and labor costs for replacement of corridor lighting at Brackenridge Hall in the amount of \$41,545.00**

**WHEREAS**, this work was not part of the original electrical design scope, Sargent Electric has requested additional funds to cover the demolition of existing lighting fixtures and the procurement and installation of new lighting fixtures in the building corridors; and

**WHEREAS**, the proposed work includes the removal of 90 existing light fixtures in the building corridors to be replaced with sixty-five (65) new ceiling-mounted light fixtures and twenty-five (25) wall-mounted light fixtures; and

**WHEREAS**, the negotiated price of \$41,545.00 with Sargent Electric has been evaluated, reviewed and found to be satisfactory by the ACHA:

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Allegheny County Housing Authority that:

**Section 1.** Change Order EC-5 material and labor costs for corridor lighting at Brackenridge is hereby approved.

**Section 2.** The Executive Director is hereby authorized and shall take such measures as may be necessary to implement the changes outlined in the resolution.

Approved as to form and content: \_\_\_\_\_

  
Richard Stephenson, Executive Director

**Board Meeting  
January 23, 2026  
Agenda Item Number 14**

**RESOLUTION NO. 4 OF 2026**

**A Resolution - Request for Approval to Write Off Tenant Accounts Receivable Collection Losses in the Amount of \$47,335.30 for December 2025**

**WHEREAS**, the amount of past due accounts of tenant rent for residents who no longer reside or have been evicted from the Allegheny County Housing Authority for the month of December is \$47,335.30; and

**WHEREAS**, a total of 26 residents are included in this write-off, 13 of whom were evicted through legal action; and

**WHEREAS**, all reasonable means of collection have been exhausted:

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the Allegheny County Housing Authority:

**Section 1.** That the approval to write off uncollectable rents in the amount \$47,335.30 is hereby approved.

**Section 2.** The Executive Director is hereby authorized and shall take such measures as may be necessary to implement the changes outlined in this resolution.

Approved as to form and content:



Richard Stephenson, Executive Director

**Board Meeting  
January 23, 2026  
Agenda Item Number 15**

**RESOLUTION NO. 5 OF 2026**

**A Resolution - Requesting Approval for the renewal of Flood Insurance policies  
through the National Flood Insurance Program (NFIP) via Philadelphia Indemnity  
Insurance Company/Housing Authority Insurance (HAI) for the period  
February 26, 2025–February 26, 2026**

**WHEREAS**, the Allegheny County Housing Authority (“Authority”) owns and operates certain properties located within designated flood hazard areas; and

**WHEREAS**, the Authority is required to maintain flood insurance coverage for eligible properties in accordance with federal requirements and risk management best practices; and

**WHEREAS**, flood insurance coverage is provided through the National Flood Insurance Program (NFIP), administered by Philadelphia Indemnity Insurance Company through Housing Authority Insurance (HAI); and

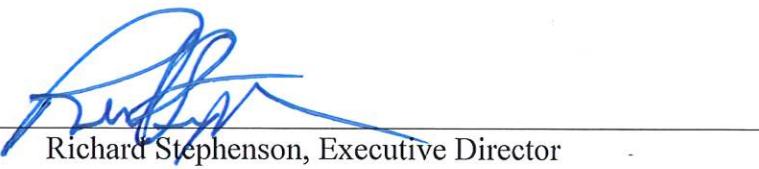
**WHEREAS**, the Authority has reviewed the proposed renewal of Flood Insurance policies for a one-year term commencing February 26, 2025, through February 26, 2026, for the Authority-owned buildings as listed and detailed in the accompanying memorandum; and

**WHEREAS**, the total annual premium for the renewed Flood Insurance policies is \$109,065.00, as presented to the Board for consideration;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Allegheny County Housing Authority hereby approves the renewal of Flood Insurance policies with the National Flood Insurance Program (NFIP), administered through Philadelphia Indemnity Insurance Company/Housing Authority Insurance (HAI), for a one-year term from February 26, 2025, through February 26, 2026, for the Authority-owned buildings identified in the supporting documentation; and

**BE IT FURTHER RESOLVED**, that the Executive Director, or his designee, is hereby authorized to execute any and all documents necessary to effectuate the renewal of said Flood Insurance policies.

Approved as to form and content:



Richard Stephenson, Executive Director