



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES SPECIAL SESSION FRIDAY, MARCH 15, 2019

The Commissioners of the Housing Authority of the City of Tacoma met in Special Session at 902 South L. Street, Tacoma, WA 98405 at 3:30 pm on Friday, March 15, 2019.

1. CALL TO ORDER

Chair Hodge called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 3:34 PM.

2. ROLL CALL

Upon roll call, those present and absent by phone were as follows:

PRESENT	ABSENT
Commissioners	
Chair Minh-Anh Hodge	
Vice Chair Derek Young	
	Commissioner Arthur Banks
	Commissioner Stanley Rumbaugh
Commissioner Shennetta Smith	
Staff	
Michael Mirra, Executive Director	
Sha Peterson, Executive Administrator	
	April Black, Deputy Executive Director
Ken Shalik, Finance Director	
	Toby Kaheiki, Human Resources Director
	Frankie Johnson, Property Management Director
	Kathy McCormick, Real Estate Development Director
	Sandy Burgess, Administrative Services Director
	Julie LaRocque, Rental Assistance Director
	Cacey Hanauer, Client Support and Empowerment Director

Chair Hodge declared there was a quorum present @ 3:35 pm and proceeded.

3. NEW BUSINESS

Real Estate Development Program Manager Karen Peterson noted that the purpose for the special meeting is for the Board to authorize Tacoma Housing Authority's Executive Director to negotiate and enter into an agreement with Cascade Radon, Inc. to perform vapor work at Wright and North K Streets and to authorize a contingency budget for a Not-to-Exceed (NTE) total of \$319K.

The Department of Ecology (DOE) requires THA to perform the work in order to receive a No-Further-Action letter. Both the lender and investor also require the letter, and are amenable to a financial closing if there is a contract and work is actually happening.

3.1 RESOLUTION 2019-03-15 (1) (Renew Tacoma Housing LLLP Environmental Remediation Contractor-602 Wright Street and 911 North K Street)

A RESOLUTION of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, The Housing Authority of the City of Tacoma (THA) is committed to developing new affordable housing in the City of Tacoma; and

WHEREAS, THA is seeking to provide construction services to install vapor mitigation systems at 602 Wright and 911 North K Streets required by the Department of Ecology; and

WHEREAS, On February 5, 2019, THA solicited bids for a contractor to provide environmental remediation services; and

WHEREAS, On March 12, 2019, THA received one (1) qualified and responsive bid; and

WHEREAS, THA staff reviewed the bid according to the evaluation criteria listed in the ITB; and

WHEREAS, THA staff recommends Cascade Radon, Inc. to provide construction services for \$264,500.00; now therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

The Executive Director is authorized to negotiate and enter into an agreement with Cascade Radon, Inc. for \$264,500 for construction services and authorize a budget contingency in the amount of \$54,500 for a NTE budget of \$319,000.

Upon roll call, the vote was as follows:

AYES: 3
NAYS: None
Abstain: None
Absent: 2

Motion Approved: March 15, 2019

Dr. Minh-Anh Hodge, Chair

10. ADJOURNMENT

There being no further business to conduct, the meeting ended at 3:38 pm.

APPROVED AS CORRECT

Adopted: March 27, 2019



Dr. Minh-Anh Hodge, Chair