

# **Homeless Housing and Assistance Corporation**

## **A Resolution of the Homeless Housing and Assistance Corporation Approving the Annual Independent Audit, Annual Report, Investment Guidelines, Investment Report, Procurement Guidelines and Report on Procurement Contracts and Submission Thereof**

WHEREAS, Section 45-c of the Private Housing Finance Law created and established the Homeless Housing and Assistance Corporation (“Corporation”); and

WHEREAS, Public Authorities Law (PAL) §§ 2802 and 2800, respectively, require that the Corporation prepare an annual independent audit (“Audit”) of the finances of the Corporation and an annual report (“Annual Report”) of the operations and finances of the Corporation and that same be approved by the Corporation; and

WHEREAS, PAL §§ 2800 & 2802 further require that the Audit and Annual Report be submitted to the Governor, Chairman and Ranking Minority Member of the Assembly Ways and Means Committee, each Chair and Ranking Member of the Senate and Assembly Committees on Corporations, Authorities and Commissions, the Office of the State Comptroller (“OSC”), and the Authorities Budget Office (“ABO”); and

WHEREAS, PAL § 2925 requires that the Corporation adopt by resolution comprehensive investment guidelines (“Investment Guidelines”), which detail the Corporation's operative policy and instructions to officers and staff regarding the investing, monitoring and reporting of funds of the Corporation and that same be annually reviewed and approved by the Members of Corporation; and

WHEREAS, PAL § 2879 requires that the Corporation adopt by resolution comprehensive procurement guidelines (“Procurement Guidelines”), which detail the Corporation's operative policy and instructions regarding the use, awarding, monitoring and reporting of procurement contracts and that same be annually reviewed and approved by the Corporation; and

WHEREAS, PAL §§ 2925 & 2879, respectively, further require that the Corporation annually prepare and approve an Investment Report and a Report on Procurement Contracts, both of which may be a part of any other annual report the Corporation is required to make, and that such reports be submitted to the Division of the Budget and copies thereof provided to the Department of Audit and Control, the Department of Economic Development, the Senate Finance Committee and the Assembly Ways and Means Committee;

NOW, THEREFORE BE IT

RESOLVED, by the Members of the Corporation, as follows:

Section 1. Members of the Corporation have reviewed and hereby approve the Audit prepared by EFPR Group and Annual Report for the 2021-22 Fiscal Year, Investment Guidelines, Annual Investment Report with Schedule of Investments, Procurement Guidelines, and Report on Procurement Contracts, annexed hereto, including all referenced attachments.

Section 2. The President, Vice President, or other officer of the Corporation designated by either, shall submit the Annual Report and Audit to the Governor, Chairman and Ranking Minority Member of the Assembly Ways and Means Committee, each Chair and Ranking Member of the Senate and Assembly Committees on Corporations, Authorities and Commissions, OSC, the ABO, and any other entity as required by law.

Section 3. The President, Vice President, or other officer of the Corporation designated by either, shall submit, as part of the Annual Report, the Investment Guidelines, Investment Report with Schedule of Investments, Procurement Guidelines and Report on Procurement Contracts to the ABO, Division of the Budget and copies thereof to the Department of Audit and Control, Department of Economic Development, the Senate Finance Committee, the Assembly Ways and Means Committee, and any other entity as required by law.

Section 4. This resolution shall take effect immediately.

# **Homeless Housing and Assistance Corporation**

## **A Resolution of the Homeless Housing and Assistance Corporation Establishing Guidelines for the Disposition of Property and Approving a Report on the Disposition of Property**

WHEREAS, § 45-c of the Private Housing Finance Law (“PHFL”) created and established the Homeless Housing and Assistance Corporation (“Corporation”), a public benefit corporation, and authorized it to administer the Homeless Housing and Assistance Program (“HHAP”); and

WHEREAS, § 2896 of the Public Authorities Law (“PAL”) requires that the Corporation review and adopt annually, by resolution, comprehensive guidelines for the disposal of property (“Property Disposal Guidelines”), and prepare an annual report regarding property disposed of by the Corporation; and

WHEREAS, staff of the Corporation are employees of the Office of Temporary and Disability Assistance (“OTDA”), and generally utilize equipment provided and owned by OTDA (“Personal Property”); and

WHEREAS, in accordance with a prior resolution of the Members, the Corporation adopted OTDA’s policies and procedures with regard to the disposal of Personal Property; and

WHEREAS, staff of the Corporation have prepared the annexed Property Disposal Guidelines (“Guidelines”) and report on the disposal of property (“Report”); now, therefore be it

RESOLVED, by the Members of the Corporation, as follows:

Section 1. Members of the Corporation have reviewed and hereby adopt the attached Guidelines and approve the attached Report.

Section 2. The President, Vice President, or other officer of the Corporation designated by either, is hereby authorized and directed to provide a copy of the annexed Guidelines to the Office of the State Comptroller (“OSC”) and make the Guidelines available to the public via the internet in accordance with PAL § 2896.

Section 3. The President, Vice President, or other officer of the Corporation designated by either, is hereby authorized and directed to provide a copy of the annexed Report to OSC, the Director of the Budget, the Commissioner of General Services, the Legislature and the Authorities Budget Office, in accordance with § 2896 of PAL.

Section 4. This resolution shall take effect immediately.

# **New York State Homeless Housing and Assistance Corporation**

## **A Resolution Regarding Certain SEQRA Classifications and Findings**

**WHEREAS**, the Homeless Housing and Assistance Corporation (hereinafter the “Corporation”) is subject to the State Environmental Quality Review Act (SEQRA);

**WHEREAS**, the Corporation must conduct a SEQRA review of all its projects and make certain findings;

**WHEREAS**, the SEQRA Committee has reviewed several projects and has made recommendations to the Corporation; and

**WHEREAS**, the Corporation has determined that certain classifications and findings should be made.

### **NOW THEREFORE, BE IT**

**RESOLVED**, that the Corporation accepts the recommendations of the SEQRA committee attached hereto; and be it further

**RESOLVED**, that the Corporation classifies the following projects as listed below, and finds that no further action is required for those termed Type II, and be it further

**RESOLVED**, that for the following projects, the determination as listed below be made and that no further action is required,

- Project Name: East House Corporation. 2020-014
- Location: Canal Street, Rochester, NY. County of Monroe.
- Classification: Type I
- Determination: Negative Declaration
  
- Project Name: Women’s Prison Association. 2020-040
- Location: East New York Avenue, Brooklyn, NY. County of Kings.
- Classification: Unlisted
- Determination: Negative Declaration
  
- Project Name: Community Services for Every1. 2021-024
- Location: Swinburne Street, Buffalo, NY. County of Erie.
- Classification: Unlisted
- Determination: Negative Declaration
  
- Project Name: Catholic Charities of Onondaga County. 2021-038
- Location: Erie Blvd East, Syracuse, NY. County of Onondaga.
- Classification: Unlisted
- Determination: Negative Declaration

**AND BE IT FURTHER RESOLVED** by the Members of the Corporation, as follows:

Section 1      The SEQRA Officer is authorized and directed to implement the determinations of the Corporation as made above.

Section 2      This resolution shall take effect immediately.

# **State of New York Homeless Housing and Assistance Corporation**

## **A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards**

WHEREAS, Title 1 of Article 2-A of the Social Services Law, established the Homeless Housing and Assistance Program (“HHAP”) to provide State financial assistance to fund capital programs sponsored by not-for-profit corporations, charitable organizations or wholly owned subsidiaries thereof, public corporations and municipalities, for the purpose of expanding and improving the supply of shelter and other housing arrangements for homeless persons; and

WHEREAS, Section 45-c of the Private Housing Finance Law created and established the Homeless Housing and Assistance Corporation (“Corporation”), and authorized it to administer the HHAP; and

WHEREAS, the Corporation is authorized under such laws to enter into contracts with not-for-profit corporations, charitable organizations or wholly owned subsidiaries thereof, public corporations and municipalities, to provide such State financial assistance for costs attributable to the establishment and rehabilitation of homeless projects as defined in Section 42 of the Social Services Law of the State of New York; and

WHEREAS, eligible sponsors have applied for awards under HHAP’s Request for Proposals to establish and operate housing projects for homeless persons; and

WHEREAS, the Corporation staff has reviewed the required documentation and has recommended that awards be made and agreements be authorized for said eligible sponsors; now, therefore, be it

RESOLVED, by the Members of the Corporation, as follows:

Section 1. The President or Vice President of the Corporation, or other Officer of the Corporation designated by either, is hereby authorized, upon satisfactory compliance with any pre-contract conditions and other conditions as are required by statute, regulation or otherwise, to enter into preconstruction agreements, final award/ loan agreements and any and all other documents HHAC may require with the attached listed applicants.

Section 2. This resolution shall take effect immediately.

Section 3. The President or Vice President of the Corporation is further directed and authorized to review all information pertaining to disclosures of potential conflicts of interest for each of the eligible sponsors receiving an award pursuant to this Resolution. The President or Vice President of the Corporation shall consult with HHAC Counsel or his/her designee to determine, in accordance with New York Codes, Rules and Regulations (NYCRR) Part 800.10 (“HHAP Regulations”), whether an individual's position or relationship as an officer, director and/or employee of a sponsor organization, or the position or relationship of any member of his or her immediate family, or other category of persons described in the HHAP Regulations, constitutes a conflict of interest with respect to his or her involvement with the HHAP project. The President or Vice President of the Corporation is further authorized to determine whether to approve or require additional information and/or actions to mitigate the potential conflict of interest created by the position or relationship consistent with the Policy adopted by the Board in February 2006.

**Homeless Housing and Assistance Corporation- List of applicants recommended for funding at the June 8, 2022 Board meeting**

- CAMBA Housing Ventures, Inc.- Clarkson Estates
- Christopher Community, Inc.- Community View Apartments
- Volunteers of America of Western New York, Inc. - 320 Chenango Street

## **State of New York Homeless Housing and Assistance Corporation**

### **A Resolution of The Homeless Housing and Assistance Corporation Authorizing Technical Assistance Awards**

WHEREAS, Sections 41-44 of the Social Services Law established the Homeless Housing and Assistance Program (“HHAP”) to provide State financial assistance to fund capital programs sponsored by not-for-profit corporations, charitable organizations or wholly owned subsidiaries thereof, public corporations and municipalities (“Project Sponsors”), for the purpose of expanding and improving the supply of shelter and other housing arrangements for homeless persons; and

WHEREAS, Section 45-c of the Private Housing Finance Law created and established the Homeless Housing and Assistance Corporation (“Corporation”), and authorized it to administer the HHAP; and

WHEREAS, the Corporation is authorized under such laws to enter into contracts with not-for-profit corporations, charitable organizations or wholly owned subsidiaries thereof, public corporations and municipalities, to provide such State financial assistance for costs attributable to the establishment and rehabilitation of homeless housing projects, including the provision of technical assistance in support of project development and operation, in accordance with Section 42 and 43 of the Social Services Law of the State of New York; and

WHEREAS, the Corporation is authorized under such laws to engage the services and contract with private firms and corporations for the provision of necessary professional services relating to the activities of the Corporation; and

WHEREAS, certain eligible individuals and organizations applied to the Corporation to provide such technical assistance to the Corporation and to Project Sponsors, in accordance with the terms of a Request for Qualifications issued by the Corporation; and

WHEREAS, staff of the Corporation reviewed the applications received in response to said Request for Qualifications and have recommended that contracts be awarded for the provision of technical assistance to the eligible providers as set forth in the annexed list; now, therefore be it

RESOLVED, by the Members of the Corporation, as follows:

Section 1. The President, or other officer of the Corporation designated by the President or other person designated by the Members, is hereby authorized, upon satisfactory compliance with any pre-contract conditions as are required by statute, regulation or policy, to enter into agreements for the provision of technical assistance to the Corporation or to Project Sponsors in support of project development and operation, and to select appropriate technical assistance providers from the annexed list of providers, said contracts not to exceed a term of five years.

Section 2. This resolution shall take effect immediately.

**Contractors to be added to Approved List of Technical Assistance Providers**

<b>Contractor Name</b>	<b>Services Provided</b>	<b>Geographic Regions</b>	<b>Hourly/ Daily Rates</b>	<b>MWBE Status</b>
Allegany Hills Management	Monitoring, Direct Property Management, Organizational	1,2,3,4,5	\$500 daily rate \$80 hourly rate	
Bishop Beaudry Construction, LLC	Construction Management/ Emergency Repairs	2	\$1000 daily rate \$125 hourly rate \$920 daily rate \$115 hourly rate \$520 daily rate \$65 hourly rate \$880 daily rate \$110 hourly rate \$567.70 daily rate \$70.96 hourly rate \$523.77 daily rate \$65.47 hourly rate	
Sienna Environmental Technologies, LLC	Site Testing/Abatement Services	2,3,4,5	\$800 daily rate \$100 hourly rate \$760 daily rate \$95 hourly rate \$680 daily rate \$85 hourly rate \$536 daily rate \$67 hourly rate \$400 daily rate \$50 hourly rate	MBE & WBE

<b>Contractor Name</b>	<b>Services Provided</b>	<b>Geographic Regions</b>	<b>Hourly/ Daily Rates</b>	<b>MWBE Status</b>
Goldstein Hall PLLC	Legal Services, Low-Income Housing Tax Credits	1,2,3,4,5	\$315 hourly rate \$185 hourly rate	
C. McGillicuddy LTD.	Monitoring, Direct Property Management, Organizational Capacity	1,2	\$734.40 daily rate \$91.80 hourly rate \$612 daily rate \$76.50 hourly rate \$244.80 daily rate \$30.60 hourly rate \$428.40 daily rate \$53.55 hourly rate \$306 daily rate \$38.25 hourly rate \$367.20 daily rate \$45.90 hourly rate \$465.12 daily rate \$58.14 hourly rate	
Interfaith Partnership for the Homeless	Direct Property Management	2	\$150 per unit	
Mercy Haven, Inc.	Monitoring, Direct Property Management, Organizational Capacity	1	\$719.33 daily rate \$95.91 hourly rate \$792.15 daily rate \$105.36 hourly rate \$214 per unit	
Lammon Architects, LLP	Architectural and Engineering Services	2,3,4	\$1008 daily rate \$140 hourly rate \$864 daily rate \$120 hourly rate	

<b>Contractor Name</b>	<b>Services Provided</b>	<b>Geographic Regions</b>	<b>Hourly/ Daily Rates</b>	<b>MWBE Status</b>
			\$648 daily rate	
			\$90 hourly rate	
			\$504 daily rate	
			\$70 hourly rate	
			\$360 daily rate	
			\$50 hourly rate	
Urban Architectural Initiatives, RA, P.C.	Architectural and Engineering Services	1	\$1290 daily rate	MBE
			\$172 hourly rate	
			\$1405 daily rate	
		1,5	\$187 hourly rate	
			\$1095 daily rate	
			\$146 hourly rate	
The Albany Damien Center, Inc.	Monitoring, Direct Property Management, Organizational Capacity	2	\$1000 daily rate	
			\$125 hourly rate	
William C. Moran & Associates, P.C.	Legal Services	5	\$1750 daily rate	
			\$350 hourly rate	
			\$1250 daily rate	
			\$250 hourly rate	
			\$1950 daily rate	
			\$390 hourly rate	
			\$750 daily rate	
			\$150 hourly rate	

<b>Contractor Name</b>	<b>Services Provided</b>	<b>Geographic Regions</b>	<b>Hourly/ Daily Rates</b>	<b>MWBE Status</b>
El Team, Inc.	Architectural and Engineering Services	1,5	\$1480 daily rate \$185 hourly rate \$1160 daily rate \$145 hourly rate \$1000 daily rate \$125 hourly rate \$1320 daily rate \$165 hourly rate \$680 daily rate \$85 hourly rate	MBE
Fusion Architecture, PLLC	Architectural and Engineering Services	1	\$1560 daily rate \$195 hourly rate \$1440 daily rate \$180 hourly rate \$1360 daily rate \$170 hourly rate \$1200 daily rate \$150 hourly rate \$1160 daily rate \$145 hourly rate \$760 daily rate \$95 hourly rate \$720 daily rate \$90 hourly rate \$680 daily rate \$85 hourly rate	MBE

**Contractor Name**

**Services Provided**

**Geographic Regions**

**Hourly/ Daily Rates**

**MWBE Status**

Housing Works, Inc.

Direct Property Management

\$244 per unit

**HHAC TA Service Regions**

