

INTER

OFFICE

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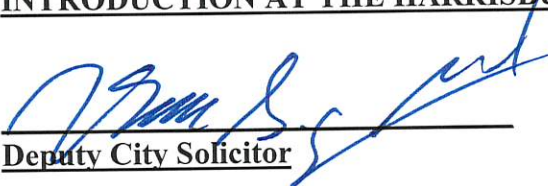
To: HARRISBURG CITY COUNCIL
From: Kirk Petroski, City Clerk
LEGISLATIVE APPROVAL FORM

Date:

LEGISLATIVE APPROVAL FORM/CERTIFICATE OF ACCEPTANCE

BILL NO. -2020 RESOLUTION NO. -2020

THE ABOVE LISTED ITEM WAS WRITTEN AND PREPARED FOR FINAL INTRODUCTION AT THE HARRISBURG CITY SOLICITOR'S OFFICE ON:


Deputy City Solicitor

7-6-20
Date

Requested by Department/Bureau: DBHD

Department/Bureau Contact Person: L. Williams

For Action on or before:

The attached was received in the Office of the City Clerk for introduction on

Received by: _____

Date: _____

RESOLUTION NO. ____ - 2020

Moved by: _____

A Resolution authorizing a payment of six thousand three hundred and seventy five dollars (\$6,375.00) to YAG Properties, LLC for work performed between January 2, 2020 and March 6, 2020.

WHEREAS, the City of Harrisburg executed an agreement with YAG Properties, LLC (YAG) to provide post-award implementation professional services related to the five million six hundred thousand dollar (\$5,600,000.00) Lead Hazard Reduction Grant the City received in 2019; and

WHEREAS, that agreement expired on December 31, 2019 and was not renewed; and

WHEREAS, the City directed YAG to continue working after the expiration of the contract, and

WHEREAS, as detailed in an invoice, attached hereto as "Exhibit A," YAG provided forty-two and a half (42 ½) hours of professional services between January 2, 2020 and March 6, 2020 at the direction and request of the City; and

WHEREAS, the payment to YAG will be made from the Lead Hazard Reduction Grant.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF HARRISBURG, that the payment of six thousand three hundred and seventy five dollars (\$6,375.00) to YAG Properties, LLC is authorized.

BE IT FURTHER RESOLVED that the Mayor, City Controller and other appropriate City officials are authorized and directed to take all steps necessary to further effectuate the purpose of this Resolution.

I second this resolution _____

EXHIBIT A

YAG PROPERTIES, LLC
 (EIN – 61-1482585)
 (YVONNE ANDERS GORDON)
 611 WEST 18TH STREET
 WILMINGTON, DE 19802
 302.545.2493
 PO#19000569
 Date: March 13, 2020

INVOICE# - COH.BHD03.13.20	INVOICE TOTAL - \$6,375.00
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Scope of Work

The City of Harrisburg, PA, Department of Building and Housing Development, contracted for HUD Federal Lead Hazard Reduction Demonstration Grant and Healthy Homes Grant - Technical Assistance including: Contract/Grant Negotiations, Post-Award Grant Implementation, Organizational Development, Budget Implementation and Coordination with Work Plan, Policies and Procedures.

Specifically, the Scope of Work includes:

- Negotiate contract budget, narrative and staffing requirements with HUD Grant Officials.
- Operating Partners Model designed to determine most effective and efficient in-and-out sourcing organizational operating strategy.
- Detailed Scope of Work to execute the grant requirements.
- Adjust Budget and implementation of Policies and Procedures as required by HUD.
- Develop Expansive Grant Work Plan for the 5-year execution of grant including interim controls and abatement guidelines, policies and procedures including bid processes, marketing, outreach, partner engagement, pre-post client activities, budget and reporting requirements.

The following hours and costs were expended for the defined period in the execution of the Scope of Work as stated.

DATES	January 2, 2020 – March 6, 2020
TOTAL HOURS: Per the Scope of Work, YAG Properties, LLC assisted the City of Harrisburg, PA in the execution of its post-award requirements for the HUD Lead-based Paint Hazards and Healthy Homes Supplemental grants totaling \$5MM/\$6M, respectively. Grant official start date was January 15, 2020 (HUD1044). Detailed Time Log attached.	42.50
RATE	\$150.00
TOTAL INVOICE	\$6,375.00
YAG PROPERTIES, LLC - <i>Yvonne Anders Gordon</i>	<i>03/13/2020</i>