

RESOLUTION #18-95
RESOLUTION AUTHORIZING APPLICATION FOR FUNDS
ADVERTISED IN HUD NOFA

FAMILY SELF SUFFICIENCY (FSS) PROGRAM COORDINATOR FUNDING

WHEREAS, the Housing Authority of Gloucester County has heretofore participated in a Family Self Sufficiency (FSS) Program in its Housing Choice Voucher and Public Housing Programs; and

WHEREAS, the Housing Authority of Gloucester County has previously applied for and received funding to pay the salaries of the FSS Program Coordinator; and

WHEREAS, the United States Department for Housing and Urban Development has indicated that funding to pay the salary of the FSS Program Coordinator may be available upon response to a HUD Notification of Fund Availability (NOFA), and filing of an application due November 30, 2018 by the Housing Authority of Gloucester County; and

WHEREAS, in order to continue to provide FSS services to our very low income citizens, the Housing Authority of Gloucester County has determined to further participate in said programs;

NOW, THEREFORE, BE IT RESOLVED AND RATIFIED by the Board of Commissioners of the Housing Authority of Gloucester County that the Executive Director be and hereby is authorized to prepare and file the application in advance of the November 30, 2018 due date with the Department of HUD, to continue funding the salary for one (1) renewal position in accordance with the NOFA published on October 31, 2018.

BE IT FURTHER RESOLVED that the Executive Director is authorized to arrange for "Memoranda of Understanding" or other programmatic required documents as may be necessary.

ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 28th day of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28, 2018

RESOLUTION # 18-96

RESOLUTION
VOIDING OUTSTANDING CHECKS AND AUTHORIZING THE
HOLDING OF
SAID FUNDS AS UNCLAIMED PROPERTY
WRITTEN ON VARIOUS ACCOUNTS DATED
PRIOR TO MAY 28, 2018

WHEREAS, The Housing Authority of Gloucester County (HAGC), in its various accounts, prepares an exorbitant amount of checks per year; and

WHEREAS, each year a certain number of checks are voided by the HAGC or are released and not presented to HAGC banks for payment; and

WHEREAS, appropriate accounting procedures are required to be implemented to account for the voiding of checks issued prior to and not paid as of this date, and

WHEREAS, said funds are to be held as unclaimed property until determined to be abandoned, and.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that:

1. *Checks on various HAGC accounts written prior to MAY 28, 2018 as listed on the attached schedule, and not presented to HAGC banks, are hereby declared void and not to be paid; and*
2. *The Finance Director of the HAGC and Executive Director shall make the appropriate accounting entries in books of accounts for the voiding of checks outstanding that were issued by the HAGC prior to MAY 28, 2018 and not presented to HAGC banks for payment as of NOVEMBER 28, 2018*
3. *Funds shall be held as unclaimed property in accordance with the requirements of N.J.S.A. 46:30B-42.*

ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 28TH of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY
DATED: NOVEMBER 28, 2018

HOUSING AUTHORITY OF GLOUCESTER COUNTY
OUTSTANDING CHECKS TO BE VOIDED AND HELD AS UNCLAIMED PROPERTY
 (ISSUED PRIOR TO MAY 28, 2018)

NOVEMBER 28, 2018

ACCOUNT:		HAP DISBURSEMENT ACCOUNT		
CHECK NO.	DATE	AMOUNT	PAYABLE TO	DESCRIPTION
483776	1/2/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
483788	1/2/2018	\$164.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
483831	1/2/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
484674	2/1/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
484735	2/1/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
484800	2/1/2018	\$4.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
485572	3/1/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
485634	3/1/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
485695	3/1/2018	\$4.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
485728	3/15/2018	\$134.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
485844	4/1/2018	\$45.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
486380	4/1/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
486415	4/1/2018	\$35.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
486435	4/1/2018	\$8.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
486441	4/1/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
486450	4/1/2018	\$33.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
486452	4/1/2018	\$84.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
486454	4/1/2018	\$53.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
487113	5/1/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
487126	5/1/2018	\$71.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
487165	5/1/2018	\$8.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
487171	5/1/2018	\$1.00	TENANT	UTILITY REIMBURSEMENT PAYMENT
TOTAL		\$653.00		

TOTAL FOR ALL ACCOUNTS:

\$653.00

RESOLUTION #18- 97

**RESOLUTION AUTHORIZING DISPOSITION AND WRITE OFF
OF EXPENDED PROPERTY
HOUSING AUTHORITY OF GLOUCESTER COUNTY**

WHEREAS, the Housing Authority of Gloucester County from time to time has physical property which is no longer serviceable for public use; and

WHEREAS, the Property Manager of the Housing Authority of Gloucester County has compiled a list of such unserviceable property, a copy of which is attached hereto and made a part hereof; Estimated Value - Less than \$2,000 for assets, less than \$1,000 for non-asset equipment; and

WHEREAS, it is necessary for accounting and inventory purposes to dispose of said property and equipment;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the property listed on attached sheet, by property number if applicable and by description if no property number was issued are hereby declared expended and unserviceable; and

BE IT FURTHER RESOLVED by the Housing Authority of Gloucester County that the property and equipment listed may be disposed of in accordance with the HAGC Disposition Policy.

ADOPTED at the Regular Meeting of the Housing Authority of Gloucester County, held on the 28TH OF NOVEMBER, 2018.

AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28, 2018

HAGC - EQUIPMENT WRITEOFFS FOR 2018

CARINO PARK				
Prop #	Description	Yr. Acquired	Value	Reason for Write off
2750	Monitor	1999	\$0	Broken
3121	Refrigerator	2011	\$0	Not worth Fixing
DEPTFORD PARK				
Prop #	Description	Yr. Acquired	Value	Reason for Write off
2872	Refrigerator	2001	\$0	Not worth fixing
3161	Refrigerator	2011	\$0	Not worth fixing

RESOLUTION # 18-98

**RESOLUTION REVISING THE UPDATED
PAYMENT STANDARDS FY 2019
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, the U.S. Dept. of Housing & Urban Development has entered into an Annual Contributions Contract (ACC) with the Housing Authority of Gloucester County (HAGC) for the Section 8 Housing Choice Voucher Program; and

WHEREAS, the HAGC has established Payment Standards for the operating jurisdictions; and

WHEREAS, the HAGC desires to establish updated payment standards for the Section 8 HCV Program, in accordance with the FY2019 Small Area Fair Market Rents; and

WHEREAS, the previous Resolution #18-84 had inaccurately omitted the status of the purple group; and

WHEREAS, by the Housing Authority of Gloucester County of Commissioners that the Payment Standard for Section 8 Voucher Program shall be updated according to their grouping and in agreement with the FY 2019 Small Area Fair Market Rents:

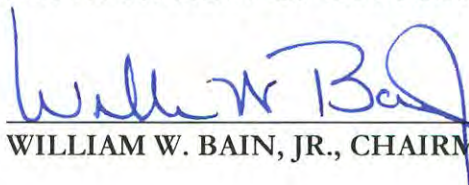
Green Group	0	1	2	3	4	5
08012 (Blackwood, Turnersville)	\$913	\$1,103	\$1,331	\$1,652	\$1,824	\$2,145
08014 (Bridgeport)						
08027 (Gibbstown)						
08032 (Glenloch)						
08032 (South Harrison)						
08056 (Mickelton)						
08061 (Mt. Royal)						
08062 (Mullica Hill)						
08074 (Richwood)						
08086 (Thorofare)						
08090 (Wenonah)						
08094 (Williamstown)						
08096 (Deptford, Woodbury)						
08312 (Clayton)						
08344 (Newfield)						
08360 (Franklin)						
08020 (Clarksboro)						
Yellow Group	0	1	2	3	4	5
08066 (Paulsboro, W. Deptford)	\$803	\$957	\$1,155	\$1,452	\$1,650	\$1,748
08093 (Westville)						
08328 (Malaga)						
Red Group	0	1	2	3	4	5
08080 (Sewell, Barnsboro)	\$1,010	\$1,200	\$1,450	\$1,820	\$2,050	\$2,443
08085 (Logan, Swedesboro, Woolwich)						
08097 (Woodbury Heights)						
08322 (Franklinville)						
08343 (Monroeville, Elk)						
08081 (Sicklerville)						
Blue Group	0	1	2	3	4	5
08028 (Glassboro, Elk)	\$844	\$1,000	\$1,211	\$1,550	\$1,804	\$2,097
Independents	0	1	2	3	4	5
08051(Mantua)	\$891	\$1,053	\$1,278	\$1,602	\$1,827	\$2,102
08071 (Pitman)	\$756	\$891	\$1,080	\$1,350	\$1,548	\$1,780
08363 (National Park)	\$765	\$855	\$1,116	\$1,476	\$1,755	\$2,019

NOW, THEREFORE, BE IT RESOLVED that this resolution shall supersede all resolutions establishing Payment Standards for the Section 8 Housing Choice Voucher Program.

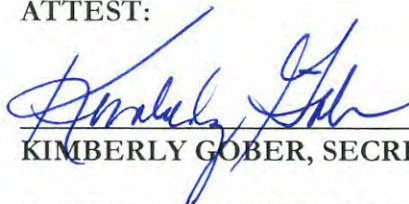
ADOPTED at a Meeting, of the Housing Authority of Gloucester County, held on the 28TH OF NOVEMBER, 2018.

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28, 2018

RESOLUTION # 18-99

**RESOLUTION AWARDING THE ACTUARY CONTRACT
FOR SERVICES**

GASB75 and OTHER POST EMPLOYEMENT BENEFITS (OPEB)

WHEREAS, the Housing Authority of Gloucester County (HAGC) is in need of a certified New Jersey Actuarial Consulting Firm; and

WHEREAS, said consulting firm will be performing actuarial valuations required by GASB 75; and

WHEREAS, the process is intended to create an awareness of how the Housing Authority of Gloucester County is positioned to continue to provide post-retirement benefits to retirees; and

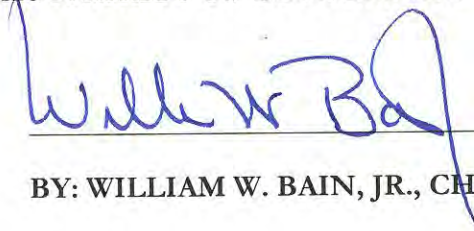
WHEREAS, the HAGC was required and complied with obtaining three (3) quotes for such Consulting Firm; and

WHEREAS, **SUMMIT BENEFIT CONSULTANTS, LLC**, an experienced, professional limited liability company is recommended by their quote in the amount of **\$3,000.00**


NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that the Chairman or Executive Director is hereby authorized to enter into a contract with **SUMMIT BENEFIT CONSULTANTS, LLC**, a certified New Jersey SBE and WBE Consulting Firm specializing in Health and Welfare and Pension Benefits.

ADOPTED at a meeting of the Housing Authority of Gloucester County, held on the 28th day of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY


BY: WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATE: NOVEMBER 28, 2018

QUOTATION SHEET

(ATTACHMENT-B)

Please Print or Type

HOUSING AUTHORITY
of GLOUCESTER COUNTY
FINANCE DEPARTMENT


LOCATION OF NEED

(ATTACH WRITTEN QUOTES AND APPLICABLE CATALOG SHEETS)

NOTE: A MINIMUM OF 3 QUOTES ARE REQUIRED FOR PURCHASES OVER \$2,000.

REQUESTED PURCHASE (use multiple lines when necessary)	QUOTE # 1 (Enter Vendor Info Below)	QUOTE # 2 (Enter Vendor Info Below)	QUOTE # 3 (Enter Vendor Info Below)	QUOTE # 4 (Enter Vendor Info Below)
ACTUARY FOR GASB 75 CALCULATION	3,000.00			
Shipping and Handling Charges (if any)				
COLUMN TOTAL	3,000.00	-	-	-
TOTAL				

1	VENDOR # SUMMIT BENEFIT CONSULTANTS, LLC					VENDOR CONTACT JANE FLANAGAN		TELEPHONE 856-234-8801	
	ADDRESS 115 N. CHURCH MAIN STREET					CITY MOORESTOWN		ST NJ	ZIP 08057
	DATE OF QUOTE 11/2/2018	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL X	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE	
2	VENDOR # CONTRIBUTION HEALTH, INC.					VENDOR CONTACT RICHARD BURD		TELEPHONE 888-690-6762	
	ADDRESS 313 W. LIBERTY ST., SUITE 233					CITY LANCASTER		ST PA	ZIP 17602
	DATE OF QUOTE NA	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE	
3	VENDOR # UNITED HEALTH ACTUARIAL SERVICES, ICN.					VENDOR CONTACT BEN BRANDON		TELEPHONE 732-425-3036	
	ADDRESS 11 SOUTH STREET					CITY OLD BRIDGE		ST NJ	ZIP 08857
	DATE OF QUOTE NA	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE	
4	VENDOR #					VENDOR CONTACT		TELEPHONE	
	ADDRESS					CITY		ST	ZIP
	DATE OF QUOTE	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE	

SELECTED VENDOR		REMARKS:	
1	SUMMIT BENEFIT CONSULTANTS, LLC	ONLY HAD A RESPONSE FROM SUMMIT BENEFIT CONSULTANTS. RECOMMENDATION IS TO AWARD SUMMIT BEING THAT NO OTHER COMPANIES RESPONDED AND THEY HAVE PERFORMED THESE SERVICES FOR HAGC BEFORE.	
WAS A COST BENEFIT ANALYSIS DONE?		BY WHOM?	
NO <input checked="" type="checkbox"/> YES (Copy Attached) <input type="checkbox"/>			
CLASSIFICATION OF PURCHASE (IF LESS THAN 3 QUOTES ARE PROVIDED)			
<input type="checkbox"/> EMERGENCY PURCHASE <input type="checkbox"/> NJ STATE GVT CONTRACT <input type="checkbox"/> VALUE REQUIRES ONLY ONE <input type="checkbox"/> SINGLE SOURCE ITEM		OTHER:	
QUOTES PROCURED BY	MGMT APPROVED (if diff)	FINANCIAL OFFICER	APPROVING OFFICER SIGNATURE
			DATE

RESOLUTION # 18-100

**RESOLUTION AUTHORIZING CONTRACTS WITH APPROVED STATE
CONTRACT VENDORS FOR CONTRACTING UNITS DURING FY2019**

PURSUANT TO

N.J.S.A. 40a:11-12a

NASPO VALUEPOINT COMPUTER MO483

WHEREAS, the **Housing Authority of Gloucester County**, pursuant to NJSA40A:11-12a and NJAC 5:34-7.29(c) may by resolution and without advertising for bids, purchase any goods or services under the State of NJ Cooperative Purchasing Program for State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Authority has the need on a timely basis to purchase goods or services utilizing State contracts and in particular Computers and Accessories; and

WHEREAS, the Authority intends to enter into such contract with the NASPO VALUEPOINT COMPUTERS MO483 during FY2019 (January 1, 2019 until December 31, 2019) as well as additional Vendors and Dealers associated with the contractor, through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts and New Jersey law;

WHEREAS, the expected expenditures are expected to exceed \$17,500 but should not exceed \$30,000.00

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners authorizing the Purchasing Agent to purchase certain goods or services from those approved State contracts, pursuant to all conditions of the individual contracts and;

BE IT FURTHER RESOLVED, that the governing body of the Housing Authority of Gloucester County, pursuant to N.J.A.C.5:30-5.5(b), after inquiring about the availability of funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Executive Director.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 28TH day of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST: 

KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28TH, 2018

RESOLUTION # 2018-101

**RESOLUTION AUTHORIZING CONTRACTS WITH
APPROVED NATIONAL CONTRACT VENDORS
FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 52:34-6.2(b)(3)**

WHEREAS, the Housing Authority of Gloucester County pursuant to N.J.S.A. 52:34-6.2(b)(3) desires to comply with N.J.S.A. 40A:5-16(3) may, by resolution and without advertising for bids, join national cooperative purchasing agreements; and

WHEREAS, the Authority has the need on a timely basis to purchase goods or services utilizing national cooperative contracts; and

WHEREAS, the Authority intends to enter into such contracts with Referenced National Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current national contracts and New Jersey law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners authorize the Purchasing Agent to purchase certain goods or services from those approved on the national cooperative lists pursuant to all conditions of the individual contracts; and

BE IT FURTHER RESOLVED, that the governing body of the Housing Authority of Gloucester County, pursuant to N.J.A.C.5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Executive Director.

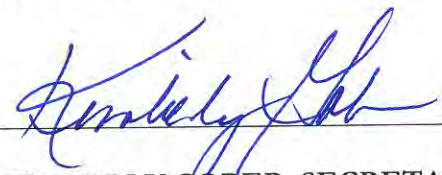
ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 28TH day of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28TH, 2018

RESOLUTION #18-102

**RESOLUTION AUTHORIZING AND APPROVING AN INCREASE FOR THE
CARPETING CONTRACT FY2018-19 AND AUTHORIZING THE EXTENSION
OF THE CONTRACT FOR AN ADDITIONAL (1) YEAR TERM
FOR VARIOUS MANAGED PROPERTIES**

NATIONWIDE CARPET CONTRACTING, INC.

WHEREAS, The Housing Authority of Gloucester County (HAGC) finds there exists a need to contract for the installation of carpet and padding as needed at various properties which are owned and/or managed by the HAGC ; and

WHEREAS, the Housing Authority of Gloucester County (HAGC) finds the need for new carpet and flooring to exceed the original estimates; and

WHEREAS, HAGC costs will exceed the current amount of \$72,000 and wants to raise the Cost amount to \$80,000, effective immediately.

WHEREAS, the current term of the contract expires on November 30, 2018 and HAGC would like to exercise its option to renew the contract effective December 1, 2018 through November 30, 2019, and

WHEREAS, the Contract cost for the renewal term shall not exceed the amount of \$72,000, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the Cost Amount for Carpeting and Flooring be and is hereby extended to \$80,000 FY 2018 and approved; and

BE IT FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a Contract FY 2019 and sign any documents in accordance with said Contract, subject to Counsel review and verification.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 28th of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28, 2018

RESOLUTION # 18-103

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
REPLACEMENT OF EXTERIOR SERVICE DOORS AT
CARINO PARK APARTMENTS
JERSEY ARCHITECTURAL DOOR & SUPPLY, INC.

WHEREAS, the Housing Authority of Gloucester County finds there is an essential need for the replacement of exterior service doors at Carino Park Apartments located at 100 Chestnut Street, Williamstown, NJ 08094 ; and

WHEREAS, the Housing Authority of Gloucester County has solicited bids for the replacement of said doors through public advertisement and the HAGC website; and

WHEREAS, the Housing Authority of Gloucester County has reviewed the bids and after careful thought and consideration has made a determination; and

WHEREAS, the lowest responsible bid for such services is from JERSEY ARCHITECTURAL DOOR & SUPPLY, INC., at a premium of \$16,917.00 and is proper and responsive to the specifications provided.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the contract with JERSEY ARCHITECTURAL DOOR & SUPPLY, INC. be and is hereby approved; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for the replacement of exterior service doors in Carino Park , in accordance with the bid received and the bid tabulation attached hereto for the contract amount of \$16,917.00 subject to receipt of required documentation and check of references

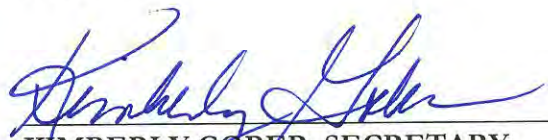
ADOPTED at the Regular Meeting of the Housing Authority of Gloucester County, held on the 28th day of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28, 2018

[illegible]

Jersey Architectural Door is the lowest and recommended.

RESOLUTION # 18-104

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
REPLACEMENT OF EXTERIOR DOORS AT
DEPTFORD PARK APARTMENTS
JERSEY ARCHITECTURAL DOOR & SUPPLY, INC.

WHEREAS, the Housing Authority of Gloucester County finds there is an essential need for the replacement of exterior service doors at Deptford Park Apartments located at 120 Pop Moylan Blvd. Deptford, NJ 08094 ; and

WHEREAS, the Housing Authority of Gloucester County has requested quotes for the replacement of said doors; and

WHEREAS, the Housing Authority of Gloucester County has reviewed the quotes and after careful thought and consideration has made a determination; and

WHEREAS, the lowest responsible quote for such services is from **JERSEY ARCHITECTURAL DOOR & SUPPLY, INC.,** at a premium of **\$14,025.00** and is proper and responsive to the specifications provided.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the contract with **JERSEY ARCHITECTURAL DOOR & SUPPLY, INC.** be and is hereby approved; and

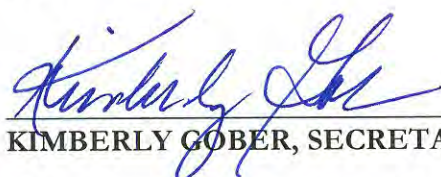
IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for the replacement of exterior service doors in Deptford Park , in accordance with the quote received and the quote tabulation attached hereto for the contract amount of **\$14,025.00** subject to receipt of required documentation and check of references

ADOPTED at the Regular Meeting of the Housing Authority of Gloucester County, held on the 28th day of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28, 2018

FORM PO 102

Rev. Nov. 2015
(Previous Editions are Obsolete)

QUOTATION SHEET

(ATTACHMENT-B)
Please Print or TypeHOUSING AUTHORITY
of GLOUCESTER COUNTY
FINANCE DEPARTMENT

LOCATION OF NEED

Deptford Park Apartments

(ATTACH WRITTEN QUOTES AND APPLICABLE CATALOG SHEETS)

NOTE: A MINIMUM OF 3 QUOTES ARE REQUIRED FOR PURCHASES OVER \$2,000.

REQUESTED PURCHASE (use multiple lines when necessary)	QUOTE # 1 (Enter Vendor Info Below)	QUOTE # 2 (Enter Vendor Info Below)	QUOTE # 3 (Enter Vendor Info Below)	QUOTE # 4 (Enter Vendor Info Below)
Remove and Replace Exterior Metal Service and Frames at Deptford Park	14,025.00	16,969.00	17,100.00	
Field Prep and Paint 2 Exterior Fire Door and Community Room Door				
Shipping and Handling Charges (if any)				
COLUMN TOTAL	14,025.00	16,969.00	17,100.00	-
TOTAL	14,025.00	16,969.00	17,100.00	

#	VENDOR	VENDOR CONTACT	TELEPHONE
1	Jersey Architectural Door & Supply Com.	Ryan Matricardi	6097420686
	ADDRESS	CITY	ST ZIP
	722 Adriatic Ave	Atlantic City	NJ 08401
	DATE OF QUOTE	TYPE:	VERBAL CATALOG WRITTEN / EMAIL
	11.19.2018		X
		VENDOR MODEL/CATALOG NO.	DATE AVAILABLE
#	VENDOR	VENDOR CONTACT	TELEPHONE
2	Tortorice Contractors, Inc	Rocco Tortorice	8562322222
	ADDRESS	CITY	ST ZIP
	161 Blackwood Barnsboro Rd	Sewell	NJ 08080
	DATE OF QUOTE	TYPE:	VERBAL CATALOG WRITTEN / EMAIL
	10.9.2018		X
		VENDOR MODEL/CATALOG NO.	DATE AVAILABLE
#	VENDOR	VENDOR CONTACT	TELEPHONE
3	All Risk Inc.	Tom Messina	8772475252
	ADDRESS	CITY	ST ZIP
	801 E Clements Bridge Rd	Runnemede	NJ 08078
	DATE OF QUOTE	TYPE:	VERBAL CATALOG WRITTEN / EMAIL
	11.20.2018		X
		VENDOR MODEL/CATALOG NO.	DATE AVAILABLE
#	VENDOR	VENDOR CONTACT	TELEPHONE
4			
	ADDRESS	CITY	ST ZIP
	DATE OF QUOTE	TYPE:	VERBAL CATALOG WRITTEN / EMAIL
		VENDOR MODEL/CATALOG NO.	DATE AVAILABLE

SELECTED VENDOR		REMARKS:	
1	Jersey Architectural Door & Supply Com.	Lowest Bid / All Certificates Current and Complete	
WAS A COST BENEFIT ANALYSIS DONE? <input type="checkbox"/> NO <input type="checkbox"/> YES (Copy Attached) <input type="checkbox"/> BY WHOM? <input type="text"/>			
CLASSIFICATION OF PURCHASE (IF LESS THAN 3 QUOTES ARE PROVIDED) <input type="checkbox"/> EMERGENCY PURCHASE <input type="checkbox"/> NJ STATE GVT CONTRACT <input type="checkbox"/> VALUE REQUIRES ONLY ONE <input type="checkbox"/> SINGLE SOURCE ITEM OTHER: <input type="text"/>			
QUOTES PROCURED BY	MGMT APPROVED (if diff)	FINANCIAL OFFICER	APPROVING OFFICER SIGNATURE
John Rasmus			DATE

RESOLUTION # 18-105

**RESOLUTION APPROVING A SECOND AMENDMENT TO THE
CONTRACT FOR WORKERS COMPENSATION INSURANCE COVERAGE
APRIL 1, 2018 - APRIL 1, 2019
THE MARTIN COMPANY**

WHEREAS, the Housing Authority of Gloucester County has received notice for an additional premium for Workers Compensation Insurance Coverage; and

WHEREAS, the rate change is the result of the Workers Compensation Experience Modification factor issued effective 8/20/2018 by the NJ Workers Compensation Rating and Inspection Bureau (Bureau) ; and

WHEREAS, the bid package received on February 14, 2018 was based upon the factor issued by the Bureau, which was .766. As of 4/1/2018, the Bureau had publicized the factor to be .886, based upon losses paid and premium paid & this change resulted in an initial premium increase of \$14,272.00, approved and paid via Resolution 18-31; and

WHEREAS, as of 8/03/2018 the Bureau amended the factor from .886 to .887 resulting in an additional premium increase of **\$115.00**; and

WHEREAS, Workers Compensation Insurance is recognized as a permissible exception to bidding in accordance with N.J.S.A 40 A: 11-5; N.J.A.C 5:34-2.1 et seq. Subpara. (a) HUD Notice PIH 88-2 (PHA) (issued 1/13/88); undated letter from General Deputy Assistant Director Baugh (HUD) to HARRG; ACC Sec.19. Subpara. (b) and (c) HUD Handbook 7401.5 Chapter 12 ;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the contract proposal with The Martin Company be and is hereby amended to include a second additional premium of **\$115.00**; and

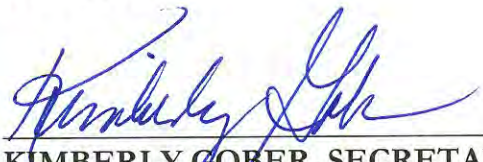
ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 28rd day of November, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY
Dated: NOVEMBER 28, 2018

THE MARTIN COMPANY INSURANCE SERVICES

August 20, 2018

M

Mr. Ed Malinak,
Housing Authority Of
Gloucester County
100 Pop Moylan Blvd
Deptford, N J 08096



Re: Workers Compensation
Experience Modification Factor Change

Dear Ed:

Please see enclosed invoice #15574 and Payment Voucher in the amount of \$115.00. This additional premium is a result in a change in a second Workers Compensation Experience Modification Factor determined by the State of New Jersey Compensation Rating & Inspection Bureau. The 2018 factor was .886 and was revised to .887.

If you require any additional information or if there are any questions, please call me.

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Jacqui'.

Jacqueline C. McAllister
Encls.

500
JESSUP
ROAD

WEST DEPTFORD
NJ
08066

TELEPHONE
856.845.3636

FACSIMILE
856.845.9191

The Martin Company
 500 Jessup Road
 West Deptford, NJ 08066
 Phone: 856-845-3636 Fax: 856-845-9191

Housing Authority Of
 Gloucester County
 100 Pop Moylan Blvd
 Deptford, NJ 08096

INVOICE NO. 15574		Page 1
ACCOUNT NO.	OP	DATE
HOUSI-3	JM	08/20/2018
Workers Compensation		
POLICY #	LOAN #	
WWC3343103		
COMPANY		
Wesco - 284		
PRODUCER		
Sam Martin		
EFFECTIVE	EXPIRATION	BALANCE DUE ON
04/01/2018	04/01/2019	08/20/2018
AMOUNT PAID		AMOUNT DUE
		\$115.00

Itm #	Due Date	Trn	Type	Description	Amount
77740	08/20/18	+EN	WORK	WC AMEND EXP MOD	\$106.00
77741	08/20/18	NJT	WORK	New Jersey Tax	\$9.00
Invoice Balance:					\$115.00

WC - AMEND EXP MOD FACTOR FROM .886 TO .887 - 18-19 POLICY
 TERM

Wesco Insurance Company

WC 00 00 01 B

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

INFORMATION PAGE

Insured: Housing Authority of Gloucester County

Policy Number: WWC3343103

**EXTENSION OF INFORMATION PAGE FOR ITEM #4
ITEM 4: SCHEDULE OF PREMIUMS**

Classification	# of Emps	Code No.	Premium Basis Total Est. Annual Remuneration	Rate Per \$100 of Remuneration	Estimated Annual Premium
New Jersey					
Housing Authority & Clerical, Sales, Drivers Manual Premium	0	9033	3,500,000	4.38	<u>153,300</u> 153,300
Total Manual Premium					153,300
Premium for Increased Limits Part Two: 1.4% (\$1,000,000/\$1,000,000/\$1,000,000)		6199			2,146
Total Premium Subject To Experience Modification					155,446
Experience Modification 88.7%					137,881
Schedule Modifier -25%		9887			-34,470
Premium Discount 8.2%		0063			-8,480
Terrorism 3%		9740			1,050
Catastrophe (other than Terrorism) 1%		9741			350
Expense Constant		0900			160
Total NJ Premium					96,491
Second Injury Fund Surcharge 5.15%		0935			7,101
Uninsured Employers Fund Surcharge 0.12%		0936			<u>165</u>
Total NJ Cost					103,757
TOTAL ESTIMATED ANNUAL PREMIUM					96,491
STATE ASSESSMENT					7,266
TOTAL COST					103,757



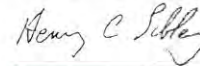
WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

WC 89 06 00 B

POLICY INFORMATION PAGE ENDORSEMENT

Insured:	Housing Authority of Gloucester County	Policy No:	WWC3343103
Policy Period:	4/1/2018 to 4/1/2019	Endorsement No:	2
Carrier Name:	Wesco Insurance Company	Endmt Effective:	4/1/2018

Authorized Rep:



The following item(s)

- | | |
|---------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| <input type="checkbox"/> Insured's Name (WC 89 06 01) | <input type="checkbox"/> Item 3.B. Limits (WC 89 06 12) |
| <input type="checkbox"/> Policy Number (WC 89 06 02) | <input type="checkbox"/> Item 3.C. States (WC 89 06 13) |
| <input type="checkbox"/> Effective Date (WC 89 06 03) | <input type="checkbox"/> Item 3.D. Endorsement Numbers (WC 89 06 14) |
| <input type="checkbox"/> Expiration Date (WC 89 06 04) | <input checked="" type="checkbox"/> Item 4.* Class, Rate, Other (WC 89 04 15) |
| <input type="checkbox"/> Insured's Mailing Address (WC 89 06 05) | <input type="checkbox"/> Interim Adjustment of Premium (WC 89 04 16) |
| <input checked="" type="checkbox"/> Experience Modification (WC 89 04 06) | <input type="checkbox"/> Carrier Servicing Office (WC 89 06 17) |
| <input type="checkbox"/> Producer's Name (WC 89 06 07) | <input type="checkbox"/> Interstate/Intrastate Risk ID Number (WC 89 06 18) |
| <input type="checkbox"/> Change in Workplace of Insured (WC 89 06 08) | <input type="checkbox"/> Carrier Number (WC 89 06 19) |
| <input type="checkbox"/> Insured's Legal Status (WC 89 06 10) | <input type="checkbox"/> Issuing Agency/Producer Office Address (WC 89 06 25) |
| <input type="checkbox"/> Item 3.A. States (WC 89 06 11) | |

is changed to read:

New Jersey Experience modification is amended to read: 88.7%



TABLED

RESOLUTION #18-106

RESOLUTION AUTHORIZING EXECUTIVE SESSION IN ORDER
TO DISCUSS MATTERS FALLING UNDER EXEPTIONS
TO THE OPEN PUBLIC MEETINGS ACT

WHEREAS, While the Sen. Byron M. Baer Open Public Meetings Act (OPRA, NJSA 10:4-6et seq.) requires all meetings of the Housing Authority of Gloucester County to be held in public, NJSA 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in “Executive Session”, i.e. without the public being permitted to attend and:

WHEREAS, the Housing Authority of Gloucester County has determined that _____issues are permitted by NJSA 10:4-12 (b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on November 28, 2018 at 4:30 P.M. and;

WHEREAS, the nine (9) exceptions to public meetings set forth in NJSA 10:4-12(b) are listed below with the number of issues and any additional information shall be written:

- 1) **“Any matter which, by express provision of Federal law, State stature of rule of court shall be rendered confidential or excluded from public discussion”** the legal citation to the provision at issue is_____ and the nature of the matter described as specifically as possible without undermining the need for confidentiality is

- 2) **“Any matter in which the release of information would impair a right to receive funds from the federal government.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is_____

- 3) **“Any material the disclosure of which constitutes an unwarranted invasion of privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, healthy, custodial, child protections, rehabilitation, legal defenses, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual’s personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is

4) **“Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body.”** The collective bargaining contract(s) discussed are between the Board and _____

5) **“Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.”**The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

6) **“Any tactics and techniques utilized in protecting the safety and property of the public provide that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.”** The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

7) **“Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matter falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.”** The parties to and docket number of each item of litigation and/or the parties to each contract discussed are _____

and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is _____

8) **“Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining in of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.”**

Subject to the balancing of the public’s interest and the employee’s privacy rights under South Jersey Publishing Co. vs New Jersey Expressway Authority, 124 NJ 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are _____

- 9) “ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

WHEREAS, the length of the Executive Session is estimated to be _____ minutes after which the public meeting of the Housing Authority of Gloucester County shall **(circle one)** reconvene and immediately adjourn or reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of Gloucester County will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Secretary, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

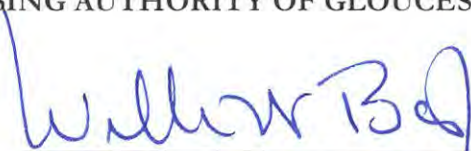
BE IT FURTHER RESOLVED that the Secretary, on the next business day following this , shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by NJSA 47:1A-1 et seq.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF GLOUCESTER COUNTY AT ITS PUBLIC MEETING HELD ON NOVEMBER 28, 2018.

ADOPTED at the Regular Meeting of the Board of Commissioners held on the 28TH DAY OF NOVEMBER, 2018.

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:



WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: NOVEMBER 28, 2018