RESOLUTION <u>#24-16</u>

RESOLUTION APPROVING EXTENSION OF CONTRACT FOR COIN OPERATED LAUNDRY EQUIPMENT

FMB LAUNDRY, INC.

DEPTFORD PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County (HAGC) executed a contract with FMB LAUNDRY, INC. for Coin Operated Laundry Equipment for the residents at Deptford Park Apartments via RES #22-49; and

WHEREAS, the term for said contract is effective for the period commencing August 1, 2022 and concluding on July 31, 2024; and

WHEREAS, consistent with the terms and provision of the contract and Local Public Contract Law, at the option of HAGC, the term may be extended for (2) two 1-year periods; and

WHEREAS, the HAGC wishes to exercise its option to extend the contract for (1) 1-year term, from August 1, 2024 and concluding on July 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that the contract with FMB LAUNDRY, INC. be and hereby is extended for a 1-year term.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

N)N

ATTEST

WILLIAM W. BAIN, JR., CHAIRMAN

KÍMBERLY GØBER, SECRETARY DATED: MARCH 27, 2024

RESOLUTION <u>#24-17</u> RESOLUTION APPROVING EXTENSION OF CONTRACT FOR COIN OPERATED LAUNDRY EQUIPMENT

FMB LAUNDRY, INC.

CARINO PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County (HAGC) executed a contract with FMB LAUNDRY, INC. for Coin Operated Laundry Equipment for the residents at Carino Park Apartments via RES #22-50; and

WHEREAS, the term for said contract is effective for the period commencing August 1, 2022 and concluding on July 31, 2024; and

WHEREAS, consistent with the terms and provision of the contract and Local Public Contract Law, at the option of HAGC, the term may be extended for (2) two 1-year periods; and

WHEREAS, the HAGC wishes to exercise its option to extend the contract for (1) 1-year term, from August 1, 2024 and concluding on July 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that the contract with FMB LAUNDRY, INC. be and hereby is extended for a 1-year term.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: WILL Ba

WILLIAM W. BAIN, JR., CHAIRMAN

ATTES

RESOLUTION <u>#24-18</u>

RESOLUTION APPROVING EXTENSION OF CONTRACT FOR

TRASH REMOVAL SERVICES

WASTE MANAGEMENT OF NEW JERSEY, INC.

DEPTFORD PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County (HAGC) executed a contract with WASTE MANAGEMENT OF NEW JERSEY, INC. for Trash Removal Services for the residents at Deptford Park Apartments via RES #22-78; and

WHEREAS, the term for said contract is effective for the period commencing September 1, 2022 and concluding on August 31, 2024; and

WHEREAS, consistent with the terms and provision of the contract and Local Public Contract Law, at the option of HAGC, the term may be extended for (2) two 1-year periods; and

WHEREAS, the HAGC wishes to exercise its option to extend the contract for (1) 1-year term, from September 1, 2024 and concluding on August 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that the contract with WASTE MANAGEMENT OF NEW JERSEY, INC. be and hereby is extended for a 1-year term.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: Wille Mr 1

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

RESOLUTION <u>#24-19</u>

RESOLUTION APPROVING EXTENSION OF CONTRACT FOR TRASH REMOVAL SERVICES WASTE MANAGEMENT OF NEW JERSEY, INC. CARINO PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County (HAGC) executed a contract with WASTE MANAGEMENT OF NEW JERSEY, INC. for Trash Removal Services for the residents at Carino Park Apartments via RES #22-77; and

WHEREAS, the term for said contract is effective for the period commencing September 1, 2022 and concluding on August 31, 2024; and

WHEREAS, consistent with the terms and provision of the contract and Local Public Contract Law, at the option of HAGC, the term may be extended for (2) two 1-year periods; and

WHEREAS, the HAGC wishes to exercise its option to extend the contract for (1) 1-year term, from September 1, 2024 and concluding on August 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that the contract with WASTE MANAGEMENT OF NEW JERSEY, INC. be and hereby is extended for a 1-year term.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: Will .

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

RESOLUTION <u>#24-20</u>

RESOLUTION AUTHORIZING PURCHASE FROM

APPROVED VENDOR PARTICIPATING IN

A NATIONAL COOPERATIVE PURCHASING AGREEMENT SYSTEM

HD SUPPLY

SMARTBURNERS

WHEREAS, per RES#23-48 the Housing Authority of Gloucester County (HAGC) extended their participation as member in OMNIA PARTNERS GOVERNMENT PURCHASING ALLIANCE, a nationally-recognized and accepted cooperative purchasing agreement system, as authorized under *N.J.S.A. 52:34-6.2*, to purchase goods and contract services utilizing their cooperative contracts and competitive bidding process as a method of procurement, in accordance with *N.J.S.A. 40A:11-1 et seq.*; and

WHEREAS, HD SUPPLY is a participating, approved vendor of OMNIA PARTNERS GOVERNMENT PURCHASING ALLIANCE; and

WHEREAS, the HAGC has need for 200 sets of SmartBurners at Deptford and Carino Park Apartments to replace existing heating coils on electric oven ranges and reduce the likelihood of cooking-related fires; and

WHEREAS, the Finance Director identified that Capital Funds are available for cover the cost of purchase up to \$40,000; and

WHEREAS, HAGC conducted a cost comparison for SmartBurners and determined HD SUPPLY has the lowest cost for such product at \$39, 712.00.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the purchase of 200 SmartBurners for a price of \$39,712.00 from HD SUPPLY is hereby approved, with a not to exceed limit of \$40,000.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: Will W 150

ATTEST: WILLI

WILLIAM W. BAIN, JR., CHAIRMAN





THIS QUOTE IS BASED ON THE QUANTITIES LISTED. ANY CHANGES TO THE PRODUCT MIX OR QUANTITIES MAY RESULT IN PRICE ADJUSTMENT. THANK YOU FOR YOUR REQUEST Customer Ordered By Request Date Valid **Payment Terms PO Number** Floor Plan/Unit# Through Number 1081285 Housing Auth 03/05/2024 04/04/2024 Net 30 Days 08925873 Of Gloucester Cnt Bill To : Housing Auth Of Gloucester Cnty Ship To : Housing Auth Of Gloucester Cnty 100 Pop Moylan Blvd, Ofc 100 Pop Moylan Blvd, Ofc Deptford NJ 08096-1947 Deptford NJ 08096-1947 Part# Description Qty Unit Est. Unit Price **Extended Price** MFG# Delivery Days Electrical 193007 3x1 Smartburner Htng Elmnt Sys 4/Pkg^{CN} BOX 400 20 \$198.56 \$79424.00 PTI-STB ZB NOTES Special Orders and custom made orders are NON-RETURNABLE to HD Supply. Cancellations sub Total \$79424.00 prior to delivery are subject to restocking and freight fees. Applicable freight charges \$0.00 Sales Tax and related tax may not be included and are subject to change. Additional \$0.00 Fees \$0.00 reight TOTAL \$79424.00 Country Code - Country Name *CN China Comments: P.O Number (if applicable): Signature : Sales Representative : SHAWN RYNKIEWICZ Contact Number :

HD SUPPLY PROPRIETARY AND CONFIDENTIAL



Quote Confirmation

Quote# 404614461 Page 2 of 2

HD SUPPLY FACILITIES MAINTENANCE CONTACT INFORMATION

Department	Phone	Fax
Special Orders	1-800-431-3003	1-800-431-3316

Special Orders Email : fmspecialorders@hdsupply.com

HD SUPPLY PROPRIETARY AND CONFIDENTIAL

RESOLUTION <u>#24-21</u>

RESOLUTION AUTHORIZING PURCHASE FROM

APPROVED VENDOR PARTICIPATING IN

A NATIONAL COOPERATIVE PURCHASING AGREEMENT SYSTEM

EASTERN LIFT TRUCK

GENIE TZ-50 BOOM LIFT

WHEREAS, per RES#24-12 the Housing Authority of Gloucester County (HAGC) extended their participation as member in SOURCEWELL, a nationallyrecognized and accepted cooperative purchasing agreement system, as authorized under *N.J.S.A. 52:34-6.2*, to purchase goods and contract services utilizing their cooperative contracts and competitive bidding process as a method of procurement, in accordance with *N.J.S.A. 40A:11-1 et seq.*; and

WHEREAS, EASTERN LIFT TRUCK is a participating, approved vendor of SOURCEWELL; and

WHEREAS, the HAGC has need for a Genie TZ-50 Boom Lift to conduct maintenance and repair tasks on buildings and other high structures on HAGC properties; and

WHEREAS, the Finance Director identified that Capital Funds are available for cover the cost of purchase up to \$80,000; and

WHEREAS, HAGC conducted a cost comparison for said lift and determined EASTERN LIFT TRUCK has the lowest cost for such product at \$76,730.00.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the purchase of a Genie TZ-50 Boom Lift for a price of \$76,730.00 from EASTERN LIFT TRUCK is hereby approved, with a not to exceed limit of \$80,000.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: WILLIN' Bel

ATTEST

WILLIAM W. BAIN, JR., CHAIRMAN

Thank you for giving Eastern Lift Truck the opportunity to propose the following material handling equipment. ustome: The Housing Authority of Gloucester: Date: 2/15/2024 Deptiderd, NJ 08096 Date: 2/15/2024 Deptiderd, NJ 08096 Date: 2/15/2024 Work Ref Celberie: 3/15/2024 Deptiderd, NJ 08096 Deptiderd, NJ 08096 Order Cell Onter Celler Deptiderd, NJ 08096 Order Celler Onter Celler Deptiderd, NJ 08096 Order Celler Onter Celler Deptiderd, NJ 08096 Soggester Celleration Normality Charge Indicator Normality Charge Indicator Soggester Celleration Normality Charge Indicator Soggester Celleration Soggester Celleration Soggester Celleration Soggester Celleration Soggester Celleration Soggester Celleration Soggester Celleration Soggester Celleration Sourcewell Contract Number 043719-TER Manufacturer's Terms & Conditions Soggester Celleration Prices are subject to change until Shipment. Applicable taxes and subject to change. Accepted By: Sold Pelleration Objett and Maning and lead times are estimates and subject to change. Accepted By: <td< th=""><th></th><th>549 East Linwood Avenue • Maple S</th><th>TRUCK CO</th><th>Charles and the second s</th><th>the second second second</th></td<>		549 East Linwood Avenue • Maple S	TRUCK CO	Charles and the second s	the second second second
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All transactions are subject to credit approval by HYGFS and subsequent execution of all required documentation. Rates will be protected for delivery up to 90 days from the date of credit approval. Verification of physical damage and liability insurance is required prior to funding. Published rates and payment factors are subject to change without prior notice. Also, please note that the build process will not begin until signed equipment schedules are returned to HYG Financial Services. All leases are subject to a one-time document fee of \$195.00.

Terms & Conditions

ACCEPTANCE - Your signature on this proposal constitutes an order. All quotations are subject to prompt acceptance and transmittal or order. Prices are subject to change without notice unless otherwise stated. Contracts and agreements are not valid unless approved and accepted in writing in the corporate office in Maple Shade, NJ. All contracts shall be deemed to have been executed in New Jersey.

DELIVERIES - Promises of deliveries are given as accurately as conditions permit. Seller does not guarantee to accomplish shipments on the date or dates mentioned.

DELAYS - Deliveries under all contracts and agreements are contingent upon acts of providence, strikes, accidents, governmental priority regulations, and other causes of delay beyond the seller's control, and in no event will the seller be liable for consequential delays or losses.

CANCELLATIONS - Orders cannot be scheduled, cancelled, specifications changed, or goods returned without seller's prior permission. Acceptance is conditional upon reimbursement for consequential loss to the seller. A 30% restocking fee will be charged for any and all cancellable orders.

WARRANTIES - The seller's liability is limited to the warranty as expressed in the body of the quotation. The seller in no event shall be liable for damages to the use of items sold. This warranty supersedes all prior assurances, written or oral, made by the seller, its agents, or representatives.

PERFORMANCES - Information provided concerning performance of equipment listed hereon are engineering estimates only and no guarantee to meet such specification is to be implied.

CONFIDENTIAL INFORMATION - This proposal as well as all information therein, including prints, brochures, etc., are confidential and intended only for the purchaser's use and are not to be used in any way detrimental to the seller.

PAYMENT TERMS - Terms are net upon delivery of equipment. Accepted methods of payment are cash, check, or executed lease documents. Sales or use taxes, any type of property tax, or any manufacturer's or other excise tax levied by federal, state, or municipal government or subdivision thereof, will be the liability of the purchaser and if paid by the seller are rechargeable to the purchaser. All sales are subject to the approval of the seller's credit department. This and all subsequent purchases are payable to Eastern Lift Truck Co., Inc.

The seller reserves the right to cancel this contract and collect fees as noted in "Cancellations" upon: 1. Breach of contract by the purchaser. 2. Failure by purchaser to make payments as required. 3. Insolvency or bankruptcy of the purchaser. The seller may require advance payment for security or may cancel an order if the seller, in good faith, doubts the purchaser's ability to pay in general. No terms contained in the purchaser's purchase order, shipping request, or other communications shall vary the terms and conditions of this agreement, expressed herein, whether or not shipment of the goods followed receipt of such purchase order or any other communication.

Proposal By John Lukaitis

Account Manager

Eastern Lift Truck

Cell: 856-371-0684

Email: jlukaitis@easternlifttruck.com

Proposed Equipment Subject To Prior Sale

Accepted By	
Name:	
Signature:	
Date:	
PO Number:	

RESOLUTION <u>#24-22</u>

RESOLUTION EXTENDING THE SELF-INSURED GROUP HEALTH CARE BENEFIT PLAN FOR ELIGIBLE HAGC EMPLOYEES, THEIR ELIGIBLE DEPENDENTS & OTHER ELIGIBLE PERSONS HARDENBERGH INSURANCE

WHEREAS, the Housing Authority of Gloucester County (HAGC) established a Self-Insured Health Care Benefit Plan in 2013 to provide health care coverage for eligible employees and other eligible persons; and

WHEREAS, the HAGC is the Plan Administrator, and the Insurance Broker of this health care benefit plan is Hardenbergh Insurance Group, and the Insurance Administrators of America (IAA) is the Administrator of the Health Benefits Plan; and

WHEREAS, the result of the HAGC moving from the NJ State Health Plan to a Self-Insured Health Care Benefits Plan has resulted in a cost savings as projected; and

WHEREAS, the Self-Insured Health Care Plan agreement is due to expire on April 30, 2024; and

WHEREAS, the HAGC wishes to continue the benefits under the Self-Insured Health Care Benefit Plan to provide health care coverage for all eligible employees and other eligible persons with Hardenbergh Insurance Group; and

WHEREAS, the HAGC wishes to incorporate into its plan a mandatory Prescription Cost Containment program for specialty medications with a high cost, with the understanding that IAA will provide one-on-one support to all qualifying members to facilitate and expedite the process.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that the extension of the Self-Insured Group Health Care Benefit Plan with Hardenbergh Insurance Group for all eligible employees and other eligible persons subject to negotiation of an agreement by the Executive Director and Counsel is hereby approved.

BE IT ALSO RESOLVED, that the HAGC Board of Commissioners reserves the right, at any time and for any reason or no reason at all, to change, amend, interpret, modify, withdraw or add benefits to terminate this Plan or the Wellness Program, which is included, in whole or in part and in its sole discretion, without prior notice to or approval by eligible employees, their eligible dependents, and other eligible persons, unless such coverage or benefit are otherwise required by Federal or State law or regulation.

ADOPTED at a regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

1 BY:

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

2 l

KIMBERLY GOBER, SECRETARY DATED: MARCH 27, 2024

RESOLUTION #24-23

RESOLUTION AUTHORIZING UPDATE TO ALL HAZARD EMERGENCY PREPAREDNESS AND RESPONSE PLAN HOUSING AUTHORITY OF GLOUCESTER COUNTY 2024

WHEREAS, the Housing Authority of Gloucester County (HAGC) has previously adopted the All-Hazard Emergency Preparedness and Response Plan to protect and enhance the safety of its employees, residents, and visitors in the event of an emergency; and

WHEREAS, the HAGC has performed their annual review and update of the All-Hazard Emergency Preparedness and Response Plan to ensure it reflects up-to-date information, procedures, and plans to mitigate the effects and optimize recovery from emergencies and disasters in the most effective manner possible.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the suggested changes and updates, as attached hereto, are hereby approved, and made part of the Authority's All-Hazard Emergency Preparedness and Response Plan.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: Will Wis

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: MARCH 27, 2024

B. RECORD OF REVISIONS

REVISION	and the second se	SECTION REVISED	DESCRIPTION OF REVISION
1	03/28/2018	B. Page 2	Added the record of revisions page.
2	03/28/2018	C. Page 3	Distribution List: Added Carino Park Superintendent Frank Fewkes, Colonial Park Superintenden Mario Tarantino, Gloucester County Emergency Management Coordinator Dennis McNulty and removed Colonial Park Superintendent Bill Flinn, Carino Park Superintendent Rob Scafidi.
3	03/28/2018	E. Page 7 J.2. Page 18	Changed the title of Incident Commander to Authority Incident Manager
4	03/28/2018	l. Page 9 Attachment Page 53	Critical Contact List: Added Carino Park Superintendent Frank Fewkes, Colonial Park Superintendent Mario Tarantino, Authority Emergency Management Coordinator John Rasmus and removed Colonial Park Superintendent Bill Flinn, Carino Park Superintendent Rob Scafidi Added the Authority after hour contact number and Attachment HAGC-Contact1 Added Emergency Service Building Entry Code Reference
5	03/28/2018	P. Page 25	Evacuations: Added The New Jersey Uniform Fire Code policies and procedures require that all persons in a facility evacuate that facility any time the fire alarm system is activated.
6	03/28/2018	S. Exhibit 14 Page 74 P. Page 25	Evacuations: Updated Master Resident Evacuation Tracking Form
7	03/28/2018	M. Page 20	Responsibilities: Updated Preliminary Damage Assessment
8	03/27/2019	C. Page 3	Distribution List: Removed the superintendents and Site Manager's name from Colonial Park, Deptford Park, NJESH, Shepherds Farm, Carino Park and GHA Added: The AHO Director or Designee will notify the Gloucester County Emergency Response Center, Emergency Management Local Coordinators and Housing Authority staff when the All-Hazards Emergency Preparedness & Response Plan and/or Critical Contact list have been altered.
9	03/27/2019	I Page 9 J. J.1-J.1.8 Pages 9-16	Critical Contact List: Removed Superintendents
10	03/27/2019	VIII Page 25	Facility Profile: Removed Building Superintendents and Site Manager Removed: Emergency Management Coordinator will enter participating residents into the Register ready website. Added: Tenant Interviewers / Investigators will enter participating residents information into the New Jersey Register Ready website during the Initial and/or Annual Tenant Certification. The resident signed refusal to participate form will be placed in the tenant file.
11	03/25/2020	C. Page 3	Distribution List: G.C. Fire Marshal Removed: Ed Johnson Added: Shawn K. Layton
12	03/25/2020	D. Page 5	Removed Expanded Housing Opportunity (EHO) Properties
13	03/25/2020	L. Page 39	Authority Incident Command Center Nancy J. Elkis Seniors Housing Alternate: Removed Deptford Park Community Room Added: Authority Situation Room Deptford Park Apartments Primary: Removed: AHO Office Added: Authority Situation Room
14	3/25/2020	Q. Exhibit Q.13 Page 39-40	Situations: Changed Water Main Break to Water Supply Added: Major failure of the water system can lead to large scale property damage evacuation, subsequent displacement of building residents and/or possible illness. In the event of observing foul smelling - tasting and/or a brownish tint to the water supply, Authority maintenance personnel shall immediately: Notify the Affordable Housing Operations Director or designee Contact the building water provider and inquire if there have been any water main breaks or water advisories issued. Notify building occupants of the situation Advise building occupants to limit water usage for (4) four hours Flush the water system at multiple sinks and fixtures near the point of entry until it is visually clear. Flush the fixtures in areas where complaints were received of taste and odor
15	4/28/2021	J.2. Page 19	Emergency Contacts: Updated PSE&G to 800-286-9247
16	4/28/2021	C. Page 4	Distribution List: Updated Gloucester County Emergency Response Center Director of Emergency Response to Dennis P. McNulty, Emergency Management Local Coordinators William Gigliotti West Deptford Township, Ryan Borkowski Monroe Township. Added Township Police Chief and Fire Marshal to Distribution list Frank S. Newkirk IV, Deptford Township Chief of Police Robert Burkhardt, Deptford Township Fire Marshal Thomas Ryan, Woodbury Chief of Police Joseph Buono, Woodbury Fire Marshal John Chambers, West Deptford Chief of Police John Austin, West Deptford Fire Official David Dailey, Monroe Township Chief of Police
17	3/23/2023	C. Page 4	Distribution List: Updated Deptford Emergency Management Coordinator Tom Newman.
18	3/22/2023	C. Page 4	Distribution List: Updated Housing Authority of Gloucester County Deputy Executive Director Jeff Daniels, Deptford Township Fire Marshal Francis Pote.
19	3/22/2023	S. Page 82	Critical System Shutdown: Added Exhibit 16 Carino Park Domestic Water Supply Booster Pump
20	3/27/2024	S. Page 48 - 49	Exhibit 4 Contractors and Vendors: Updated approved Contractors and Vendors list
21	3/27/2024	S. Page 91	Exhibit 20 Shepherds Farm Critical Building Shutdown: Added replaced Domestic Water Supply Booster Pump
22	3/27/2024	S. Page 97 - 99	Exhibit 21: Added Delsea Manor, Summit Park, Whitney Gardens clean out and water shutoff

A. STATEMENT OF APPROVAL AND AUTHORITY DELEGATION

The pupose of this document is to provide an emergency prepardness and response plan that guides the staff of the Housing Authority of Gloucester County to respond, mitigate the effects and recover from emergencies and disasters in the timeliest manner possible.

The following individuals attest that they have participated in the formulation of this document and approve the contents.

(Signature)

(Date) 3/27/24

William W. Bain Jr., Chairman

(Signature)

Kimberly Gober, Executive Director

(Date

(Signature)

(Date

Paul Letizia, A.H.O. Director

The most recent effective date of this document is March 27, 2024.

The next review of this document is (30) Thirty Days after an incident or (12) Twelve Months from the above date, whichever occurs first.

Resolution Date: 03/27/2024

Resolution Number: 24-23

RESOLUTION <u>#24-24</u>

RESOLUTION AUTHORIZING REVIEW OF WATER MANAGEMENT PLAN HOUSING AUTHORITY OF GLOUCESTER COUNTY 2024

WHEREAS, the Housing Authority of Gloucester County (HAGC) has previously adopted the Water Management Plan to provide a safe and healthful living environment for all residents of its multi-family sites and/or managed properties; and

WHEREAS, the HAGC has performed their annual review of the Water Management Plan to ensure it reflects up-to-date information, procedures, and plans of action to identify areas or devices in buildings where Legionella might grow or spread to people so that the risk to exposure may be reduced.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the suggested changes and updates, as attached hereto, are hereby approved, and made part of the Authority's Water Management Plan.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: WI WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:

BERLY GOBER, SECRETARY

DATED: MARCH 27, 2024

I. STATEMENT OF APPROVAL AND AUTHORITY DELEGATION

The purpose of this document is to provide a water management plan that guides the staff of the Housing Authority of Gloucester County to manage, monitor and mitigate the effects of the buildings water system. This plan was developed in accordance with the CDC Legionella Toolkit for Implementing Industry Standards, ANSI/ASHRAE 12-2000 and ANSI / ASHRAE Standard 188-2018.

The following individuals attest that they have particip[ated in the formulation of this document and approve the contents.

William W. Bain Jr., Chairman (Signature) Kimberly Gober, Executive Director/ (Signature) Paul Letizia, A.H.Ø. Director (Signature)

(Date) 3/27/24

(Date) 3/27/24

(Date) 3 27

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The most recent effective date of this document is <u>3/27/2024</u>. The next review of this document is (30) Thirty Days after an emergency or (12) Twelve Months from the above effective date, whichever occurs first.

Resolution Date: March 27, 2024

Resolution Number: 24-24

RESOLUTION #24-25

RESOLUTION AUTHORIZING AN AGREEMENT FOR PROFESSIONAL FINANCIAL CONSULTING SERVICES **BERMAN HOPKINS CPAs & ASSOCIATES, LLP**

WHEREAS, the Housing Authority of Gloucester County (HAGC) has need for Professional Financial Consulting Services, including general technical assistance to implement GAAP, GASB and HUD regulations, general ledger analysis, and other financial requirements, as requested.

WHEREAS, the HAGC has solicited quotes for said Professional Financial Consulting Services in accordance with the Procurement Policy; and

WHEREAS, the most qualified quote for such services is with BERMAN HOPKINS CPAs & ASSOCIATES, LLP and is proper and responsive to the specifications provided, with the following Fee Schedule:

*Partner\$300 per hour.
*Director \$275 per hour.
*Supervisor/Senior\$190 per hour.
*Staff \$155 per hour.
*Clerical \$115 per hour.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County, that the Executive Director is hereby authorized to negotiate, execute, and sign an agreement with BERMAN HOPKINS CPAs & ASSOCIATES, LLP to provide Professional Financial Consulting Services for a fee not to exceed \$15,000.00.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: _ WILLIAM W BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GØBER, SECRETARY

DATED: MARCH 27, 2024

FORM PO 102

Rev. Nov. 2015 (Previous Editions are Obsolete)

QUOTATION SHEET

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

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RESOLUTION <u>#24-26</u>

RESOLUTION AUTHORIZING PURCHASE FROM APPROVED VENDOR PARTICIPATING IN A STATE COOPERATIVE PURCHASING AGREEMENT SYSTEM MALL CHEVROLET ONE (1) MOTOR VEHICLE

WHEREAS, per RES#22-73 the Housing Authority of Gloucester County (HAGC) extended their participation as member in EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY, a State recognized cooperative purchasing agreement system, as authorized under N.J.S.A. 40A:11-11(5), to purchase goods and contract services utilizing their cooperative contracts and competitive bidding process as a method of procurement, in accordance with N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, MALL CHEVROLET is a participating, approved vendor of EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY; and

WHEREAS, the HAGC has an essential need of (1) motor vehicle on a fulltime basis for the operation and management of the Public Housing program; and

WHEREAS, the Finance Director identified that Public Housing Operating Funds are available to cover the cost of purchase of a vehicle not to exceed \$30,000.00.

WHEREAS, HAGC has determined a suitable vehicle to be a 2024 CHEVY EQUINOX; and

WHEREAS, HAGC conducted a cost comparison for said lift and determined MALL CHEVROLET has the lowest cost for such vehicle at \$28,119.25.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the purchase of a 2024 CHEVY EQUINOX for a price of \$28,119.25 from MALL CHEVROLET is hereby approved, with a not to exceed limit of \$30,000.00.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 1 Jull

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST

MALL CHEVROLET

75 Haddonfield Road, Cherry Hill, NJ 08002 Direct:856-693-3494 / Office: 856-662-7000

mikee@mallchevy.com Mike Edwards, Fleet Manager

		DATE	/2024	ORDER DGWDN/W/R						
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1	1	1XX26	2024 CHEV EQUINOX AWD 1FL	14.00%	\$ 28	,200.00	\$:	24,252.00	\$	24,252.0
	1	DFC	GM FREIGHT CHARGES		\$ 1	,395.00	\$	1,395.00	\$	1,395.0
	1	LSD/MNH	1.5L 4CYL TURBO / 6 SP AUTOMATIC		STA	DARD	ST	ANDARD		e gran e
	1	AG1	8 WAY POWER DRIVER SEAT W/ 2 WAY POWER LUMBAR	5.00%	\$	400.00	\$	380.00	\$	380.0
1	1	HC8	MEDIUM ASH GRAY CLOTH		STAN	DARD	ST	ANDARD	1 2	2.31.71
	1	AKO	DEEP TINTED GLASS	5.00%	\$	285.00	\$	270.75	\$	270.7
	1	IOR	CHEVROLET INFOTAINMENT 3		STAN	DARD	ST	ANDARD		
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1.1	1	BTV	REMOTE START	5.00%	\$	300.00	\$	285.00	\$	285.0
	1	B26	DRIVER CONFIDENCE PKG	5.00%	\$	395.00	\$	375.25	\$	375.2
	1	PCR	LS CONVENIENCE PKG	5.00%	\$	785.00	\$	745.75	\$	745.7
	1	PED	CHEVY SAFETY ASSIST		STAN	DARD	ST	ANDARD		1000
	1	UD7	REAR PARK ASSIST	1	STAN	DARD	ST	ANDARD		
	1	UE4/U	FOLLOWING DST INDICATOR / FWD COLLISION ALRT		STAN	DARD	ST	ANDARD		
	1	UFG	REAR CROSS TRAFFIC ALERT		STAN	DARD	ST	NDARD		
	1	UHX/Y	LANE KEEP ASST / AUTOMATIC EMERGENCY BRAKING		STAN	DARD	ST	NDARD		1.7
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1.2	1	RZS	17X7 ALUMINUM WHEEL		STAN	DARD	STA	NDARD	1	
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	1	VK3	FRONT LICENSE PLATE BRACKET	5.00%	\$	40.00	\$	38.00	\$	38.0
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	1	DEL	DELIVERY			New York	\$	250.00	\$	250.0
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		8.98.1	TOTAL			2	\$ 2	8,119.25	\$	28,119.2

RESOLUTION <u>#24-27</u>

RESOLUTION RATIFYING EMERGENCY CONTRACT FOR

BOILER REPAIR

PURSUANT TO N.J.S.A. 40A:11-6

CARINO PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County (HAGC) awarded emergency contracts for the repair of the boiler, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-6; and

WHEREAS, Carino Park Apartments, located at 100 Chestnut Street, Williamstown, NJ was experiencing problems with the supply of Domestic Hot Water, essential to the health and well-being of the residents, due to boiler failure; and

WHEREAS, the Affordable Housing Operations Director deemed this an emergency repair; and

WHEREAS, the Executive Director was notified and was satisfied that an emergency did exist and authorized the award of emergency contract to <u>BRADLEY-</u> <u>SCIOCCHETTI INC.</u> for the installation of a Holby valve to hold the water temperature at 120 degrees, in accordance with *N.J.S.A.* 40A:11-6(a)

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of Gloucester County, that the emergency contract with **BRADLEY-SCIOCCHETTI INC.** for the installation of a Holby valve to hold the water temperature at 120 degrees, as authorized by the Executive Director, is hereby approved with a not to exceed limit amount of **\$10,000.00**.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

RESOLUTION <u>#24-28</u>

RESOLUTION RATIFYING EMERGENCY CONTRACT FOR

BOILER REPAIR

PURSUANT TO N.J.S.A. 40A:11-6

CARINO PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County (HAGC) awarded emergency contracts for the repair of the boiler, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-6; and

WHEREAS, Carino Park Apartments, located at 100 Chestnut Street, Williamstown, NJ was experiencing problems with the supply of Domestic Hot Water, essential to the health and well-being of the residents, due to boiler failure; and

WHEREAS, the Affordable Housing Operations Director deemed this an emergency repair; and

WHEREAS, the Executive Director was notified and was satisfied that an emergency did exist and authorized the award of emergency contracts to <u>GE</u> <u>MECHANICAL, LLC.</u> for the replacement of a cold-water valve and flushing the heat exchange and boiler, in accordance with *N.J.S.A.* 40A:11-6(a)

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of Gloucester County, that the emergency contract with <u>GE MECHANICAL, LLC</u>, for the replacement of a cold-water valve and flushing the heat exchange and boiler, as authorized by the Executive Director, is hereby approved with a not to exceed limit amount of <u>\$10,000.00</u>.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: WILLIN 15ch

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST

RESOLUTION <u>#24-29</u>

RESOLUTION RATIFYING EMERGENCY CONTRACT FOR

BOILER REPAIR

PURSUANT TO N.J.S.A. 40A:11-6

DEPTFORD PARK APARTMENTS

WHEREAS, the Housing Authority of Gloucester County (HAGC) awarded emergency contracts for the repair of the boiler, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-6; and

WHEREAS, Deptford Park Apartments, located at 100 Pop Moylan Blvd, Deptford, NJ was experiencing problems with the supply of Domestic Hot Water, essential to the health and well-being of the residents, due to boiler failure; and

WHEREAS, the Affordable Housing Operations Director deemed this an emergency repair; and

WHEREAS, the Executive Director was notified and was satisfied that an emergency did exist and authorized the award of an emergency contract to <u>GE</u> <u>MECHANICAL, LLC.</u> for boiler repairs necessary to respond to the emergency, in accordance with N.J.S.A. 40A:11-6(a)

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of Gloucester County, that the emergency contract with <u>GE MECHANICAL, LLC</u>, as authorized by the Executive Director, are hereby approved with a combined not to exceed amount limit of <u>\$10,000.00</u>.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: Will 7

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST

TABLED

RESOLUTION <u>#24-30</u>

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 March 27th, 2024, 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:

- "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 ______
- "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______

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 be discussed.

BE IT FURTHER RESOLVED that the Secretary, on the next business day following this meeting, 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 MARCH 27, 2024.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 27th day of March 2024.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: ____

WILLIAM W BAIN, JR., CHAIRMAN

ATTEST: