

RESOLUTION #19-33
RESOLUTION COMMENDING
BETTY JANE PURNELL

FOR HER DEDICATED SERVICE AS A BOARD COMMISSIONER
THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

WHEREAS, Betty Jane Purnell was first appointed to the Housing Authority of Gloucester County Board of Commissioners (HAGC Board) on April 21, 2000;

WHEREAS, under Commissioner Purnell's leadership and valued insight, the Housing Authority of Gloucester County has significantly improved its performance and good standing with the neighboring community;

WHEREAS, Commissioner Purnell has provided dedication to public service throughout her tenure as a Commissioner of the HAGC Board;

WHEREAS, Commissioner Purnell has recently announced her impending resignation from the HAGC Board, effective April 24, 2019;

WHEREAS, for her service, Commissioner Purnell has earned a recognition of sincere gratitude from the residents of the Housing Authority of Gloucester County;

WHEREAS, the HAGC Board and Executive Staff wishes to send heartfelt thanks to Commissioner Purnell for her excellent work and to wish her well in all of her future endeavors.

WHEREAS, Commissioner Betty Jane Purnell will, most certainly, be deeply missed.

NOW THEREFORE BE IT RESOLVED that the Housing Authority of Gloucester County Board of Commissioners hereby highly commends Commissioner Betty Jane Purnell for her many years of service.

BY: 

WILLIAM W. BAIN, JR. , CHAIRMAN

ATTEST: 

KIMBERLY GOBER, EXECUTIVE DIRECTOR

DATE: APRIL 24, 2018

RESOLUTION #19-34

RESOLUTION AUTHORIZING A
PROFESSIONAL SERVICES AGREEMENT WITH

TRIAD ADVISORY SERVICES, INC.

WHEREAS, there exists a need for a Professional Services Agreement to prepare an Environmental Review Record Reports (Part 58) in accordance with HUD Environmental Review Requirements ; and

WHEREAS, said Review will be for Deptford Park, located at 120 Pop Moylan Blvd in Deptford, NJ 08096 (Project NJ204-4) and Carino Park located at 100 Chestnut Avenue in Williamstown, NJ (Project NJ 204-3); and

WHEREAS, TRIAD Advisory Services, Inc. is the consultant procured by Gloucester County in this matter; and


WHEREAS, TRIAD ADVISORY SERVICES, INC. has supplied a quote of **\$2800.00 for Carino Park Apartments (NJ204-3) and a quote of \$2800.00 for Deptford Park Apartments (NJ204-4)** ; and willing to perform the services needed under the Terms and Conditions attached ; and

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 to provide these Services for a fee not to exceed the proposed amount.

ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 24th of April, 2019.


THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:



WILLIAM W. BAIN, JR. CHAIRMAN

ATTEST:



KIMBERLY GOBER
DATED: APRIL 24, 2019

PROFESSIONAL SERVICE AGREEMENT

This Professional Service Agreement ("Agreement") made March 25, 2019 between **TRIAD ADVISORY SERVICES, INC.** (trading as **TRIAD ASSOCIATES**), 1301 W. Forest Grove Road, Vineland, New Jersey 08360 ("Consultant") and **GLASSBORO HOUSING AUTHORITY**, 181 Delsea Manor Drive, Glassboro, New Jersey 08028 ("Principal").

The Principal desires to engage the professional services of Consultant as described in "Exhibit A – Description of Project and Scope of Services" (the "Services"), attached and made a part of this Agreement, and

The Consultant is willing to perform the Services for the Principal upon the terms and conditions stated below.

In consideration of the mutual covenants and agreements set forth below, Consultant and Principal agree as follows:

1. The Principal shall provide to the Consultant information and documentation that the Consultant may require to render properly the services provided for in this Agreement. Such information or documentation may include planning, economic and engineering studies, reports or analyses, codes and ordinances, environmental assessments; property appraisals, capital improvement and other development plans and programs; data on housing conditions; and current community development activities, maps, correspondence and other pertinent materials.
2. Performance of the Services in a timely manner by Consultant is expressly conditioned upon the furnishing to Consultant by the Principal of information and documentation pursuant to Paragraph 1 of this Agreement and the timely performance of all other obligations required of the Principal in this Agreement. Notwithstanding anything elsewhere to the contrary in this Agreement, the Consultant shall not be responsible for any delays in performance of the Services caused by the failure or delay of the Principal in performance of its obligations under this Agreement, actions or inaction of any governmental agency, or any other cause beyond the control of the Consultant.
3. The Principal and Consultant each agree at all times to exert their best efforts to complete the Services (as described in Exhibit A) in a professional and timely manner.
4. In the event that the Principal claims that Consultant is in default of this Agreement or has failed to fulfill in a timely and proper manner its obligations under this Agreement, then the Principal agrees that it will not exercise any right or remedy for default unless it shall have first given written notice thereof to Consultant, and Consultant shall have failed, within fifteen (15) days thereafter to actively and diligently, in good faith, proceed with the Contract and the correction of the default. Consultant reserves the right to terminate this Agreement at any time by providing Principal with 30 days written notice.
5. This Agreement constitutes the entire Agreement between parties and supersedes all prior or contemporaneous agreements and understandings (either oral or written).

6. No covenant or condition not expressed in this Agreement shall be effective to interpret, change or restrict this Agreement.
7. Except as otherwise provided in this Agreement, no change, termination or attempted waiver of any of the provisions of this Agreement shall be binding on their respective heirs, administrators, executors, personal representatives, successors and assigns.
8. Nothing in this Agreement, expressed or implied, shall be construed to confer upon or to give to any person or entity, other than the Principal and the Consultant, their respective heirs, administrators, executors, personal representatives, successors and assigns, and their respective shareholders, or any of them, any rights or remedies under this Agreement.
9. This Agreement shall be construed and interpreted according to the laws of the **STATE OF NEW JERSEY**.
10. Consultant shall comply with all federal, state, county and municipal laws, regulations and ordinances applicable to Consultant or the work in the states and municipalities where the work is to be performed.
11. As compensation for the Services to be performed under this Agreement, Principal agrees to pay Consultant and Consultant agrees to accept for the Services, the compensation outlined in "Exhibit B – Compensation and Method of Payment" that is attached and made a part of this Agreement.
12. This contract may not be assigned by the Principal in whole or in part, without the prior written consent of Consultant.
13. Consultant reserves the right to cease performance under this Agreement due to:
 - a. Principal's nonpayment of compensation as required by Exhibit B, or
 - b. Principal's failure to pay invoices within 45 days of receipt.
 - c. Failure of Principal to provide information and documentation outlined in Section 1 of the Professional Services Agreements.
14. Except for the non-payment of Consultant's compensation under this Agreement, Principal and Consultant agree to submit any dispute under this Agreement to binding arbitration. Principal and Consultant share bear their own costs for presentation of their case to the arbitration.
15. Consultant reserves the right to institute legal proceedings to collect unpaid compensation for services rendered under this Agreement. In the event that Consultant is successful in obtaining a judgment against Principal, the Principal shall also be responsible for the Consultant's legal fees and costs related to the collection action.
16. In the event that the Principal is a county or municipal government, or county or municipally created entity, the chief financial officer of the government entity shall certify that the funds are available to pay the compensation of this Agreement.

17. In the event that the Principal is the state, county or municipal government, or a state, county or municipally created entity, a resolution approving this Agreement from the governing body shall be attached to this Agreement as the next lettered Exhibit.
18. All subsequent modifications or amendments to this Agreement shall be attached to this Agreement as the next lettered Exhibit. In the event that the Principal is the state, county or municipal government, or a state, county or municipally created entity, a resolution approving the amendment or modification to this Agreement from the governing body shall be attached to this Agreement as the next lettered Exhibit. The chief financial officer of the applicable government entity shall also certify that funds are available to pay the compensation required by the modification or amendment to this Agreement.
19. Failure of Consultant to enforce any provision of this Agreement is not a waiver by Consultant of that provision in the Agreement.
20. Notices and payments pursuant to this Agreement shall be given in writing by ordinary mail to the parties of the following addresses:

To the Consultant:	To the Principal:
TRIAD ASSOCIATES 1301 W. Forest Grove Road Vineland, New Jersey 08360	GLASSBORO HOUSING AUTHORITY 181 Delsea Manor Drive Glassboro, New Jersey 08028
Attention: Michael Zumpino Chief Executive Officer	Attention:

or to such other address as the parties may hereafter designate by notice given in accordance with the terms of this Paragraph. Notice or payments sent through courier service, or private overnight delivery service also comply with the terms of this paragraph.

The Consultant and Principal executed this Agreement as of the date first above written.



Witness/Attest

For TRIAD ASSOCIATES



Michael Zumpino
Chief Executive Officer

Date: March 25, 2019

Witness/Attest

For GLASSBORO HOUSING AUTHORITY



By: _____
Date: 4/24/19

BILLING CONTACT INFORMATION:

Triad Associates will submit all invoices associated with this Agreement to the Principal's designated department staff member identified below.

Please Print

Name/Title: _____
Billing Address: _____
Email Address: _____
Phone No. _____
Fax No. _____

CERTIFICATION OF FUNDS

I am the Chief Financial Officer (or equivalent) for the Principal and I certify that funds are available and set aside to pay for the services under this Agreement.

Signature

Date

Print Name & Title

EXHIBIT A
PROJECT DESCRIPTION AND SCOPE OF SERVICES
Preparation of an Environmental Review Record for
Glassboro Housing Authority RAD Component Transaction

Attached to and made a part of the Agreement dated March 25, 2019 between **TRIAD ASSOCIATES** ("Consultant"), and **GLASSBORO HOUSING AUTHORITY** ("Principal").

For the following project, Principal agrees to retain Consultant to provide these services:

PROJECT DESCRIPTION: Preparation of an Environmental Review Record (Part 58) – Environmental Assessment in accordance with HUD Environmental Review Requirements for RAD 1st Component Transactions (<https://www.hudexchange.info/resource/4216/environmental-review-requirements-for-rad-transactions/>) for the properties located at:

Developments	# of Units	Other Buildings/features
Lincoln Blvd Redevelopment Project (Ellis Manor Site) 40 Williams Street Glassboro, NJ 08028	65 (24 RAD) (41 Project Based Voucher)	Construction of 65 new units
Total	65	

SCOPE OF SERVICES. The Consultant shall provide the following services:

1. Preparation of the Environmental Review Record - **Environmental Assessment** - for a non-FHA Transactions converting to PBV which will cover all project activities related to the RAD transaction and all reasonable foreseeable activities. The Environmental Review Record will be prepared in accordance with 24 CFR Part 58 and approved by the Responsible Entity (RE), the County of Gloucester, as called for in HUD Environmental Review Requirements for RAD 1st Component Transactions.
2. The Environmental Review Record will be submitted in accordance with the National Environmental Policy Act (NEPA) Part 58 as described at 24 CFR 58.35(a) and on forms approved by HUD.
3. Upon completion of the Environmental Review, the Consultant shall prepare either a completed form HUD-7015.15, Request for Release of Funds (RROF), OR if form HUD-7015.15 is not required because the project is Exempt or converts to Exempt under 24 CFR 58.34, the Consultant shall submit a letter indicating that the project converts to Exempt under 24 CFR 58.34.

In the event that the above projects cannot be classified as an Exempt project and a Categorically Excluded Subject To Review is required, the Consultant shall negotiate a separate fee for preparation each and will clearly define the scope of services separate Agreement.

DATA TO BE FURNISHED TO CONSULTANT: The Client shall provide the Consultant information and documentation, which the Consultant may require to properly render the services provided for in this Agreement.

TIME OF PERFORMANCE: The Environmental Review Record shall be completed within 60 days of signing of this contract.

EXHIBIT B
COMPENSATION AND METHOD OF PAYMENT
Preparation of an Environmental Review Record for
Glassboro Housing Authority RAD Component Transaction

Attached to and made a part of the Agreement dated March 25, 2019 between **TRIAD ASSOCIATES** ("Consultant"), and **GLASSBORO HOUSING AUTHORITY** ("Principal").

Principal agrees to pay the Consultant as follows:

COMPENSATION: the Principal shall provide compensation of \$3,500.00 for services provided in accordance with Exhibit A as follows:

RAD Conversion - Preparation of the Environmental Review Record - Environmental Assessment - for a non-FHA Transactions converting to PBV
Lincoln Blvd Redevelopment Project (Ellis Manor Site)

METHOD OF PAYMENT Principal agrees to pay Consultant in accordance with the following billing schedule:

- \$3,500.00 upon completion of the Environmental Review Record
- Principal shall process all invoices for payment upon receipt.
- **Payment Address:** All payments must be remitted to Triad Associates, 1301 W. Forest Grove Road, Bldg. 3A, Vineland, NJ 08360

UNSPECIFIED TECHNICAL SERVICES: For services outside the scope of this contract, Consultant shall invoice at the hourly rate effective at the time of service. These rates include all clerical and related services. Unspecified technical services will be performed upon prior authorization from the Principal and/or Principal's staff. Our current hourly rates are shown below.

OVERNIGHT DELIVERY AND CERTIFIED MAIL SERVICES: Consultant's compensation excludes charges for sending items via overnight delivery services (e.g., UPS, FedEx, USPS Express Mail Service, USPS Certified mail, or other similar services) to the Principal or on behalf of the Principal to other parties. Consultant will charge the Principal the actual cost of these services.

COPIES: Consultant shall provide the appropriate number of copies of applications/study/ work product necessary to meet submission requirements of the funding source. Consultant will also provide one (1) complimentary hard copy and one (1) PDF copy of final application, study or final work product for the Principal's file.

HOURLY RATES

STAFF CATEGORY	RATE
Chief Executive Officer	\$225 per hour
President/Vice President/ Technical Specialist	\$200 per hour
Senior Associate	\$175 per hour
Associate	\$150 per hour
Housing Technician	\$135 per hour
Junior Associate	\$100 per hour

RESOLUTION # 19-35

RESOLUTION RESCIND THE ACCEPTANCE OF THE
THE LEAD BASED PAINT CAPITAL FUND GRANT

WHEREAS, previously, the Housing Authority of Gloucester County was selected to receive funding under the Fiscal Year 2017 Lead-Based Paint Capital Fund Program as authorized by the Consolidated Appropriations Act, 2017 (Public Law No. 115-31), in the amount of \$786,100 under grant NJ39L204501-17 to conduct activities of risk assessments of, abatement of, and interim controls for lead-based paint in sixty two (62) Scattered Site Public Housing Properties; and

WHEREAS, in accordance with Resolution #18-112, HAGC accepted a Lead Based Paint Capital Fund Grant designed for this project; and

WHEREAS, on April 15, 2019, HAGC determined to rescind the Lead Based Paint Capital Fund Grant; and

WHEREAS, the US Department of Housing and Urban Development staff members advised that the Housing Authority of Gloucester County does not need to take any other action at this time and HUD will perform the necessary corrections; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the Lead Based Paint Capital Fund Grant be rescinded through the US Department of Housing and Urban Development.

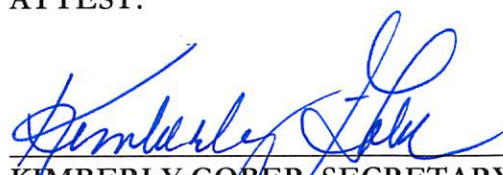
IT IS FURTHER RESOLVED that the Executive Director is hereby directed to submit a copy of this resolution to the Department of Housing and Urban Development confirming no additional action is needed.

ADOPTED at the Regular Meeting of the Housing Authority of Gloucester County, held on the 24th day of April, 2019.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY
DATED: APRIL 24, 2019

RESOLUTION # 19-36

**RESOLUTION TO RESCIND
THE AWARD OF CONTRACT FOR THE
LEAD BASED ASSESSMENT, INSPECTION AND CLEARANCE
EXAMINATION FOR SCATTERED SITES**

WHEREAS, the Housing Authority of Gloucester County (HAGC) had solicited proposals for Lead Based Assessment , Inspection and Clearance Examination for its 62 Scattered Sites through public advertisement and the HAGC website; and

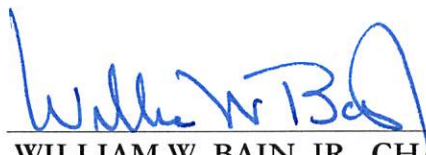
WHEREAS, ,after careful thought and consideration, HAGC has rescinded the acceptance of a Lead Based Paint Capital Fund Grant from the U.S. Department of Housing and Urban Development (HUD) prior to receiving HUD approval and therefore has no need to conduct the Assessment; and

WHEREAS, pursuant to Resolution #19-31, HAGC awarded a contract to Environmental Testing Consultants to conduct the Assessment subject to the condition that HAGC obtain all necessary HUD approvals.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the contract with the Environmental Testing Consultants be and hereby is rescinded.

ADOPTED at the Regular Meeting of the Housing Authority of Gloucester County, held on the 24th day of April, 2019.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY
DATED: APRIL 24, 2019

RESOLUTION #19-37

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR
EXTERMINATING SERVICES (TWO-YEAR CONTRACT)
CARINO PARK APARTMENTS

PEST-A-SIDE EXTERMINATORS CO., INC.

WHEREAS, the Housing Authority of Gloucester County has the need for Exterminating Services for Carino Park Apartments, located at 100 Chestnut Avenue, Williamstown, NJ ; and

WHEREAS, the Housing Authority of Gloucester County has properly solicited quotes for such services; and

WHEREAS, the Housing Authority of Gloucester County has received and reviewed the quotes received; and

WHEREAS, the lowest responsible quote for such services is from **PEST-A-SIDE EXTERMINATORS CO, INC.** in the amount of \$118.80 per month on a twice monthly basis for an *annual* contract amount of **\$907.20** for a two year contract;

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that the quote from PEST-A-SIDE EXTERMINATORS CO, INC, in the amount of \$907.20 annually, for a two year contract, be and is hereby accepted, subject to receipt of required documentation and check of references.; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for Exterminating Services at Carino Park Apartments, in accordance with the tabulation attached hereto.

ADOPTED at a regular meeting of the Housing Authority of Gloucester County, held on the 24th day of April, 2019

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST


KIMBERLY GOBER, SECRETARY

DATE: APRIL 24, 2019

Rev. Nov. 2015
(Previous Editions are Obsolete)

(ATTACHMENT-B)
Please Print or Type

FINANCE DEPARTMENT

Carino Park

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

TOTAL4

3

Additional 5 companies-no response

NO ☐ YES (Copy Attached)

	VALUE REQUIRES ON
--	-------------------

DATE _____

3/29/19

RESOLUTION #19-38

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR
EXTERMINATING SERVICES (TWO-YEAR CONTRACT)
DEPTFORD PARK APARTMENTS

PEST-A-SIDE EXTERMINATORS CO., INC.

WHEREAS, the Housing Authority of Gloucester County has the need for Exterminating Services for Deptford Park Apartments, located at 120 Pop Moylan Blvd., Deptford NJ ; and

WHEREAS, the Housing Authority of Gloucester County has properly solicited quotes for such services; and

WHEREAS, the Housing Authority of Gloucester County has received and reviewed the quotes received; and

WHEREAS, the lowest responsible quote for such services is from **PEST-A-SIDE EXTERMINATORS CO, INC.** in the *annual* amount of **\$1425.60** for a two year contract;

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that the quote from PEST-A=SIDE EXTERMINATORS CO, INC, in the amount of \$1425.60 annually, for a two year contract, be and is hereby accepted, subject to receipt of required documentation and check of references; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for Exterminating Services at Carino Park Apartments, in accordance with the tabulation attached hereto.


ADOPTED at a regular meeting of the Housing Authority of Gloucester County, held on the 24th day of April, 2019

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST


KIMBERLY GOBER, SECRETARY

DATE: APRIL 24, 2019

(Previous Editions are Obsolete)

Please Print or Type

of GLOUCESTER COUNTY

FINANCE DEPARTMENT

Deptford Park

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

REQUESTED PURCHASE (use multiple lines when neccessary)	QUOTE # 1 (Enter Vendor Info Below)	QUOTE # 2 (Enter Vendor Info Below)	QUOTE # 3 (Enter Vendor Info Below)	QUOTE # 4 (Enter Vendor Info Below)
Exterminating services 6/1/19-5/31/21				
Total 44 units per month	528.00	220.00	118.80	
Additional per units	8.00	5.00	4.30	
Shipping and Handling Charges (if any)				
COLUMN TOTAL	536.00	225.00	123.10	-
TOTAL				

# 1	VENDOR Green Pest Solutions				VENDOR CONTACT Dennis Guinan		TELEPHONE 484-478-2134	
	ADDRESS 1202 Suites 304 Haddonfield -Berlin Road				CITY Voorhees		ST NJ	ZIP 08043
	DATE OF QUOTE 3/20/19	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL X	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE
# 2	VENDOR Hoffman's Exterminating Co Inc				VENDOR CONTACT Mike Jenzano		TELEPHONE 856-468-0183x306	
	ADDRESS 532 Bridgeton Pike				CITY Mantua		ST NJ	ZIP 08051
	DATE OF QUOTE 3/20/19	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL X	VENDOR MODEL/CATALOG NO.		DATE AVAILABLE
# 3	VENDOR Pest-A-Side Exterminating Co Inc.				VENDOR CONTACT Carlos Hernandez, Sr		TELEPHONE 800-374-2847	
	ADDRESS 56 Sanitarium Road				CITY Bridgeton		ST NJ	ZIP 08302
	DATE OF QUOTE 3/20/19	TYPE:	VERBAL	CATALOG	WRITTEN / EMAIL X	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

3 Pest-A-Side Exterminating Co Inc.

WAS A COST BENEFIT ANALYSIS DONE?		BY WHOM?
NO	<input type="checkbox"/>	YES (Copy Attached) <input type="checkbox"/>

NO	123 (OSP) (Indiana-2)	
CLASSIFICATION OF PURCHASE (IF LESS THAN 3 QUOTES ARE PROVIDED)		

	EMERGENCY PURCHASE	OTHER:
	NJ STATE GVT CONTRACT	
	VALUE REQUIRES ONLY ONE	
	SINGLE SOURCE ITEM	

Additional 5 companies-no response

SINGLE SOURCE ITEM			
QUOTES PROCURED BY	MGMT APPROVED (if diff)	FINANCIAL OFFICER	APPROVING OFFICER SIGNATURE
			DATE

3/20/19

RESOLUTION #19-39

RESOLUTION AUTHORIZING AN EXTENSION OF THE CONTRACT FOR
COIN OPERATED LAUNDRY EQUIPMENT
CARINO PARK APARTMENTS

CALECO COIN OPERATED LAUNDRY EQUIPMENT CO.

WHEREAS, the Housing Authority of Gloucester County has need for Coin Operated Laundry Equipment for the residents at Carino Park Apartments, 100 Chestnut Avenue, Williamstown, New Jersey, for the period August 1, 2019 through July 31, 2020; and

WHEREAS, the Housing Authority of Gloucester County will exercise their option for the renewal of said contract with CALECO COIN OPERATED LAUNDRY EQUIPMENT CO. and extend the contract for that one year period ; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that contract with CALECO COIN OPERATED LAUNDRY EQUIPMENT CO. be and is hereby approved to be extended; and


ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 24TH day of April, 2019.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: APRIL 25, 2019

RESOLUTION #19-40

RESOLUTION AUTHORIZING AN EXTENSION OF THE CONTRACT FOR
COIN OPERATED LAUNDRY EQUIPMENT
DEPTFORD PARK APARTMENTS

CALECO COIN OPERATED LAUNDRY EQUIPMENT CO.

WHEREAS, the Housing Authority of Gloucester County has need for Coin Operated Laundry Equipment for the residents at Deptford Park Apartments, 120 Pop Moylan Blvd., Deptford, New Jersey, for the period August 1, 2019 through July 31, 2020; and

WHEREAS, the Housing Authority of Gloucester County will exercise their option for the renewal of said contract with CALECO COIN OPERATED LAUNDRY EQUIPMENT CO. and extend the contract for that one year period ; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that contract with CALECO COIN OPERATED LAUNDRY EQUIPMENT CO. be and is hereby approved to be extended; and

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 24TH day of April, 2019.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: APRIL 25, 2019

RESOLUTION # 19-41

RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACT FOR
REPLACEMENT OF KITCHEN FLOORS
LOCATED AT CARINO PARK APARTMENTS

A & J FLOORING OUTLET

WHEREAS, the Housing Authority of Gloucester County finds there is a necessity for the replacement of kitchen flooring in units at Carino Park Apartments located at 100 Chestnut Street in Williamstown, NJ ; and

WHEREAS, the Housing Authority of Gloucester County has solicited bids for the replacement of the flooring 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 with A & J FLOORING OUTLET at a premium of \$ 60,940.00 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 A & J FLOORING OUTLET 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 the kitchen floors in Carino Park , in accordance with the bid received and the bid tabulation attached hereto for the contract amount of \$60,940.00 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 24th day of April, 2019.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: William W. Bain, Jr.
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

Kimberly Gober
KIMBERLY GOBER, SECRETARY

DATED: APRIL 24, 2019



Bid Tabulation Sheet

Kitchen Floor Replacement

IFB 19-009

April 10, 2019 @ 2pm

Housing Authority of Gloucester County

Attended by:

John Rasmus

Lisa Butler

[illegible]

RESOLUTION # 19-42

**RESOLUTION ACKNOWLEDGING AND REVISING THE
PETTY CASH IMPREST FUNDS
FOR VARIOUS DEPARTMENTS AND PROGRAMS OF
THE HOUSING AUTHORITY OF GLOUCESTER COUNTY**

WHEREAS, N.J.S.A. 40A: 5-21 authorizes the establishment of a Petty Cash Imprest Fund for various Departments and Programs of the Housing Authority of Gloucester County; and

WHEREAS, Petty Cash Imprest Funds have been previously authorized by the Board of Commissioners of the Housing Authority of Gloucester county for the departmental operations for purchase of items/services costing \$100.00 or less; and

WHEREAS, in the interest of sound and efficient operation of the Housing Authority of Gloucester County, it is appropriate that the funds be reauthorized from time to time; and

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that the following Petty Cash Imprest Fund is reauthorized as follows:

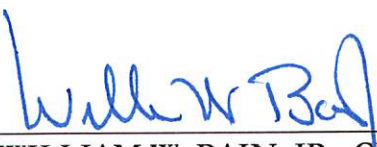
<u>Department or Program</u>	<u>Authorized Personnel</u>	<u>Amount</u>
CONGREGATE	CONGREGATE COORDINATOR	\$300
EHO & PH SCATTERED SITES	PROPERTY MANAGEMENT AIDE	\$400
ADMINISTRATION	ADMINISTRATIVE ASSISTANT	\$400
ROSS GRANT	RESIDENT RELATIONS	\$300
SHEPHERD'S FARM	BUILDING SUPERINTENDANT	\$500
NANCY ELKIS	BUILDING SUPERINTENDANT	\$500
COLONIAL PARK	BUILDING SUPERINTENDANT	\$800
DEPTFORD PARK	BUILDING SUPERINTENDANT	\$500
CARINO PARK	BUILDING SUPERINTENDANT	\$300

BE IT FURTHER ACKNOWLEDGED that no item purchased using cash funds shall exceed \$100.00 in cost and the Petty Cash Imprest Fund shall be utilized only for eligible project costs as reference in applicable project regulatory handbooks, Grantee Contracts, and HAGC Procurement Policy; and

BE IT FURTHER RESOLVED that all previous Petty Cash Imprest Fund authorizations and allotments are hereby superseded by this resolution.

ADOPTED at a Meeting of the Housing Authority of Gloucester
County held on the 25th of April, 2019

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: APRIL 25, 2019

RESOLUTION # 19-43

**RESOLUTION ESTABLISHING 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 a Payment Standards for the operating jurisdictions; and

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

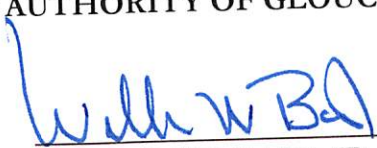
WHEREAS, by the Housing Authority of Gloucester County of Commissioners that the Payment Standard for Section 8 Voucher Program shall be updated according to their grouping and in agreement with the FY 2019 Small Area Fair Market Rents attached.

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

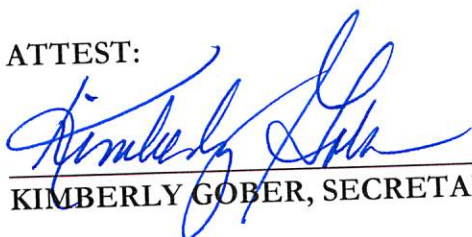
ADOPTED at a Meeting, of the Housing Authority of Gloucester County, held on the 24th day of April, 2019.

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: APRIL 24, 2019

Green Group	0	1	2	3	4	5
	\$913	\$1,103	\$1,331	\$1,652	\$1,824	\$2,145
08012 (Blackwood, Turnersville)						
08014 (Bridgeport)						
08020 (Clarksboro)						
08027 (Gibbstown)						
08032 (Glenloch, 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)						
Yellow Group	0	1	2	3	4	5
	\$803	\$957	\$1,155	\$1,452	\$1,650	\$1,748
08066 (Paulsboro, W. Deptford)						
08093 (Westville)						
08328 (Malaga)						
Red Group	0	1	2	3	4	5
	\$1,010	\$1,200	\$1,450	\$1,820	\$2,050	\$2,443
08081 (Sicklerville)						
08097 (Woodbury Heights)						
08322 (Franklinville)						
Blue Group	0	1	2	3	4	5
	\$844	\$1,000	\$1,211	\$1,550	\$1,804	\$2,097
08028 (Glassboro, Elk)						
Independents	0	1	2	3	4	5
	\$891	\$1,053	\$1,278	\$1,602	\$1,827	\$2,102
08051 (Mantua)						
08063 (National Park)	\$873	\$1,035	\$1,251	\$1,566	\$1,791	\$2,060
08071 (Pitman)	\$756	\$891	\$1,080	\$1,350	\$1,548	\$1,780
08080 (Sewell, Barnsboro)	\$1,017	\$1,200	\$1,450	\$1,820	\$2,070	\$2,443
08085 (Logan, Swedesboro, Woolwich)	\$1,035	\$1,224	\$1,485	\$1,863	\$2,124	\$2,443
08343 (Monroeville, Elk)	\$1,010	\$1,200	\$1,450	\$1,820	\$2,061	\$2,443
08360 (Franklin)	\$913	\$1,045	\$1,331	\$1,652	\$1,824	\$2,145

RESOLUTION #19-44

RESOLUTION AUTHORIZING COMPLIANCE TO STANDARDIZE
PROVIDER AGENCY BOARD RESOLUTIONS AND
EXECUTE A BUSINESS ASSOCIATE AGREEMENT BETWEEN

THE STATE OF NEW JERSEY, DEPARTMENT OF HUMAN SERVICES
and
THE HOUSING AUTHORITY OF GLOUCESTER COUNTY
CONGREGATE PROGRAM

WHEREAS, the mission of the Housing Authority of Gloucester County's is to provide quality affordable housing to those not served adequately by private/unsubsidized organizations in Gloucester County; and

WHEREAS, in order to accomplish the Housing Authority of Gloucester County's mission, we provide quality affordable meals, cleaning, shopping, and laundry services for seniors and disabled residents; and

WHEREAS, an Agreement between the Housing Authority of Gloucester County and the **State of New Jersey, Department of Human Services** must be executed for the purpose of securing funding for the Congregate Program; and

WHEREAS, the **State of New Jersey, Department of Human Services** currently will be amending all contracts for a six (6) month period pending many changes within the **Congregate Housing Services Program (CHSP)**; and

WHEREAS, a letter of intent will be forthcoming to the Housing Authority of Gloucester County from the CHSP with an amended grant amount.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the Agreement with the **State of New Jersey, Department of Human Services**, if applicable, be and is hereby approved; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute said letter of intent as well as all and any documents with the **State of New Jersey, Department of Human Services** for the purpose of providing quality meals and cleaning, shopping and laundry services for disabled and senior residents in need through the funding.

ADOPTED at a Meeting of the Housing Authority of Gloucester County, held on the 24th of April, 2019.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY
DATED: APRIL 24, 2019

RESOLUTION #19-45

RESOLUTION AUTHORIZING EXECUTION OF THE CONTRACT FOR
ELEVATOR MAINTENANCE SERVICES
DEPTFORD PARK APARTMENTS

BRANDYWINE ELEVATOR COMPANY

WHEREAS, the Housing Authority of Gloucester County has need for Elevator Maintenance Services at Deptford Park Apartments, 120 Pop Moylan Blvd., Deptford NJ; and

WHEREAS, the Housing Authority of Gloucester County will exercise their option for the renewal of said contract with BRANDYWINE ELEVATORS and extend the contract for one year from October 1, 2019 to September 30, 2020; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the contract with BRANDYWINE ELEVATORS be and is hereby approved to be extended , effective April 24, 2019; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute the contract for Elevator Maintenance Services for the contract amount of \$127.95per month or \$1535.40 annually.

ADOPTED at the Meeting of the Housing Authority of Gloucester County Board of Commissioners, held on the 24th day of April, 2019.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: APRIL 24, 2019



The Housing Authority of Gloucester County
Affordable Housing Operations
100 Pop Moylan Boulevard
Deptford, NJ 08096
Phone: (856) 845-4959 Fax: (856) 848-1672

April 2, 2019

Mr. Michael Sanfrancesco
Brandywine Elevator Co.
300 B & O Lane
Wilmington, Delaware 19804

RE: Contract Renewals'

Dear Mr. Sanfrancesco,

Please be advised that at this time we are exercising our option under the section Terms of Agreement #1 of the current contract that concludes September 30, 2019, to extend the contract for one year from October 1, 2019 - September 30, 2020 for the following locations:

Carino Park Apartments, 100 Chestnut Street, Williamstown, New Jersey
Colonial Park Apartments, 401 S. Evergreen Avenue, Woodbury, New Jersey
Deptford Park Apartments, 120 Pop Moylan Boulevard, Deptford, New Jersey
Nancy J. Elkins, 100 Pop Moylan Boulevard, Deptford, New Jersey
Shepherd's Farm Senior Housing, 981 Grove Road, Thorofare, New Jersey

Please find four (4) copies of the extension contracts for each location. If you are in agreement to the extension, please sign all four (4) copies for each and return same to us by May 1, 2019. Once received, we will attain signatures of our board, and then a fully executed copy for each property will be returned to you.

Should you have any questions, please contact me at (856) 845-4959 ext. 607.

Sincerely yours,

Paul Letizia,
AHO Director

CC: Files

RESOLUTION AUTHORIZING EXECUTION OF THE CONTRACT FOR
ELEVATOR MAINTENANCE SERVICES
CARINO PARK APARTMENTS
BRANDYWINE ELEVATOR COMPANY

WHEREAS, the Housing Authority of Gloucester County has need for Elevator Maintenance Services at Carino Park Apartments, 100 Chestnut Avenue, Williamstown, NJ; and

WHEREAS, the Housing Authority of Gloucester County will exercise their option for the renewal of said contract with BRANDYWINE ELEVATORS and extend the contract for one year from October 1, 2019 to September 30, 2020; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that the contract with BRANDYWINE ELEVATORS

be and is hereby approved to be extended, effective April 24, 2019; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute the contract for Elevator Maintenance Services for the contract amount of \$159.00 per month or \$1908.00 annually.

ADOPTED at the Meeting of the Housing Authority of Gloucester County Board of Commissioners, held on the 24th day of April, 2019.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: William W. Bain, Jr.
WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

Kimberly Gober
KIMBERLY GOBER, SECRETARY

DATED: APRIL 24, 2019

RESOLUTION #19-47

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 April 24, 2019 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 APRIL 24, 2019

ADOPTED at the Regular Meeting of the Board of Commissioners held on the **24TH DAY OF APRIL, 2019.**

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:



WILLIAM W BAIN, JR. , CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: APRIL 24, 2019