

RESOLUTION #17- 59

**RESOLUTION ACCEPTING AND APPROVING
AUDIT FOR PERIOD
JANUARY 1, 2016 TO DECEMBER 31, 2016
AS PREPARED BY BOWMAN & COMPANY
HOUSING AUTHORITY OF GLOUCESTER COUNTY**

WHEREAS, the Housing Authority of Gloucester County is a certified Public Housing Authority and authorized to act in said capacity relative to the United States Department of Housing and Urban Development; and

WHEREAS, the United States Department of Housing and Urban Development requires an audit of its activities; and

WHEREAS, said audit must be performed by a Certified Public Accountant not having any interest direct or indirect in the Authority such as a family relationship with PHA members or officials or any other related activity and said audit may not be performed by the Fee Accountant; and

WHEREAS, the firm of Bowman & Company has performed an audit for HAGC for the FY 2016 as attached hereto and made a part hereof; and

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that FY 2016 Audit prepared by Bowman & Company has been reviewed by the Board of Commissioners and is hereby accepted as presented; and

BE IT FURTHER RESOLVED that copies of the FY 2016 Audit shall be submitted to the Department of HUD and other parties as required by law.

ADOPTED at a meeting of the Housing Authority of Gloucester County, held on the 23rd day of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST

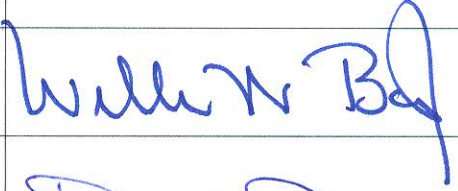

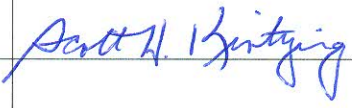


KIMBERLY GOBER, SECRETARY

DATE: AUGUST 23, 2017


LOCAL AUTHORITIES GROUP AFFIDAVIT FORM PRESCRIBED BY THE
NEW JERSEY LOCAL FINANCE BOARDAUDIT REVIEW CERTIFICATE

We, the members of the governing body of the Housing Authority of Gloucester County, being of full age, and being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Housing Authority of Gloucester County
2. We certify, pursuant to N.J.S.A. 40A:SA-17, that we have each reviewed the annual report for the fiscal year ended 12/31/16 and specifically the section of the audit report entitled, "Notes to Financial Statements", "General Comments", and "Findings and Recommendations".

NAME	SIGNATURE
WILLIAM W. BAIN, JR. , CHAIRMAN	
DANIEL L. REED, VICE CHAIRMAN	
SCOTT KINTZING, TREASURER	
FRANK B. SMITH, COMMISSIONER	ATTENDED VIA PHONE
BETTY JANE PURNELL, COMMISSIONER	
JOHN GIOVANNITTI, COMMISSIONER	ABSENT
BRENDEN GAROZZO, COMMISSIONER	ABSENT

ATTEST:



KIMBERLY GOBER, EXECUTIVE DIRECTOR

Dated: SEPTEMBER 23, 2017

RESOLUTION # 17- 60

RESOLUTION AWARDING PUBLIC HOUSING AUTHORITY
AUDIT CONTRACT FOR PERIOD
JANUARY 1, 2017 TO DECEMBER 31, 2017
BOWMAN AND COMPANY

WHEREAS, the Housing Authority of Gloucester County is a certified Public Housing Authority and authorized to act in said capacity relative to the United States Department of Housing and Urban Development; and

WHEREAS, the United States Department of Housing and Urban Development requires an audit of its activities; and

WHEREAS, said audit must be performed by a Certified Public Accountant not having any interest direct or indirect in the Authority such as a family relationship with PHA members or officials or any other related activity and said audit may not be performed by the Fee Accountant; and

WHEREAS, the HAGC has publicly announced Requests for Proposals by public advertisement in a newspaper of general circulation and by direct solicitation; and

WHEREAS, one proposal was received and the proposal received was from **Bowman and Company**, an experienced professional corporation.

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that the Chairman or Executive Director be hereby authorized to enter into a contract with **Bowman and Company**, a Professional Corporation, Certified Public Accountants, in accordance with the tabulation attached hereto for the Housing Authority of Gloucester County, for the exclusive purpose of performing an audit of the books and records of the Housing Authority of Gloucester County, in compliance with the statutes and regulations of the United States and the United States Department of Housing and Urban Development and specifically the "Audit Guide for Audits of Public Housing Agencies - HUD Handbook for period ending 12/31/17."

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to negotiate, execute and sign a contract for Audit Services, FY 2017, for a fee of **\$39,900.00** and not to exceed the proposed amount.

This Contract is awarded following the public advertisement and solicitation of competitive proposals for accounting/auditing services in accordance with the Procurement Policy of the HAGC and the Code of Federal Regulations, 24-85.36 f.f. and is consistent with the provisions of the Local Public Contract Law of New Jersey.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be published in the "South Jersey Times", as required by law.

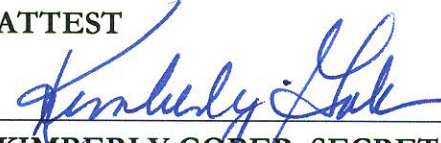
ADOPTED at a meeting of the Housing Authority of Gloucester County, held on the 23RD of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST



KIMBERLY GOBER, SECRETARY

DATE: AUGUST 23, 2017



Company
BOWMAN AND COMPANY

6 NORTH BROAD STREET

SUITE 201

WOODBURY, NJ 08096

Bid Tabulation Sheet

AUDIT

IFB 17-19

AUGUST 9, 2017 @ 3pm

Housing Authority of Gloucester County

Attended by: Kimberly Gober and Stella Barnes

Base Bid
39,900.00

No.

Alternate Deducts

Comments

RATES PER HOUR:

\$232.00 = SHAREHOLDER @ 50 HOURS

\$132.00 = MANAGER @ 90 HOURS

\$106.00 = SENIOR @ 190 HOURS

\$95.00 = ASSOCIATE @ 200 HOURS

\$50.00 = ADMINISTRATIVE @ 10 HOURS

RESOLUTION # 17-61

**RESOLUTION DESIGNATING GENERAL COUNSEL FOR
THE HOUSING AUTHORITY OF GLOUCESTER COUNTY
ANGELINI, VINIAR, AND FREEDMAN, LLP
JEFF DANIELS, ESQ**

WHEREAS, there exists a need for the designation of General Counsel to provide legal services for the Housing Authority of Gloucester County; and

WHEREAS, the US. Dept. of Housing and Urban Development requires that the Housing Authority of Gloucester County must request proposals for professional services; and

WHEREAS, the Housing Authority of Gloucester County has requested proposals for legal services through public advertisement; and

WHEREAS, the Housing Authority of Gloucester County has reviewed rated and ranked proposals received,

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

1. That **ANGELINI, VINIAR, AND FREEDMAN, LLP.** be and is hereby appointed General Counsel for the Housing Authority of Gloucester County commencing January 1, 2017 and continuing through December 31st, 2018, unless replaced, to perform such duties as required by the Housing Authority of Gloucester County.
2. This contract is awarded without competitive bidding, with competitive proposals, pursuant to Request for Proposal solicited by requirement of the United States Department of Housing & Urban Development directive and as a "Professional Service" under the provisions of the Local Public Contracts Law encompassing professional services recognized, licensed and regulated by law, and of a nature where it is not possible to obtain competitive bids as there are unique qualitative professional requirements relative to these professional services.
3. The Executive Director is hereby authorized to negotiate, execute and sign a contract to provide Legal Services for a fee not to exceed the proposed amount of **\$150.00** per hour.
4. A copy of this Resolution shall be published in the Gloucester County Times as required by law.


**ADOPTED at a Meeting of the Housing Authority of Gloucester County
held on the 23rd of August 2017.**

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017



Company
ANGELINI, VINIAR, & FREEDMAN, L.L.P.

1415 ROUTE 70 EAST

CHERRY HILL, NJ 08034

Bid Tabulation Sheet

LEGAL SERVICES

IFB 17- 18

AUGUST 9, 2017 @ 2pm

Housing Authority
of Gloucester County

Attended by: STELLA BARNES AND JESSICA LAINE

Base Bid
\$150.00 PER HOUR

No.

Alternate Deducts

Comments
NO RETAINER

RESOLUTION # 17- 62

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
ELEVATOR MAINTENANCE SERVICES**

CARINO PARK APARTMENTS

BRANDYWINE ELEVATORS

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

WHEREAS, the Housing Authority of Gloucester County has solicited bids prepared in accordance with a Local Public Contracts Law (*N.J.S.A 40a:11-1 et seq*) for elevator maintenance services and has reviewed said bids; and

WHEREAS, the lowest responsible bid for such services is with **Brandywine Elevators** at a cost of **\$1908.00 per year** and is proper and responsive to the specifications provided; and

WHEREAS, the bid accepted will be for two (2) years with the option, by the HAGC, to extend the contract with the proposer for two additional one(1) year terms (*N.J.S.A. 40A:11-15*).

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; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for Elevator Maintenance Services, in accordance with the quote received and the tabulation attached hereto for the contract amount of **\$1908.00 per year**, subject to receipt of required documentation and check of references.


ADOPTED at the Meeting of the Housing Authority of Gloucester County, held on the 23rd day of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017



ELEVATOR BID TABS - CARINO PARK - RFP 17-022

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
S.S. Elev	ANNUAL	2,268.0045	
	HOURLY - AFTER	232.50	
	HOLIDAY	316.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
Brandywine	ANNUAL	1,908.0045	
	HOURLY - AFTER	318.00	
	HOLIDAY	374.00	
	OTHER	187.00 straight	
	MARK UP %	15%	
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		



ELEVATOR BID TABS - CARINO PARK - RFP 17-022

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
Tee Elev.	ANNUAL	3,360.00 yr	
	HOURLY - AFTER	176.00	
	HOLIDAY	252.00	
	OTHER		
	MARK UP %	15%	
	TOTAL		
East Coast Elev.	ANNUAL	2,580.00 yr	
	HOURLY - AFTER	198.00	
	HOLIDAY	198.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
A/C	ANNUAL	2,880.00 yr	
	HOURLY - AFTER	361.25	
	HOLIDAY	425.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
United	ANNUAL	2,808.00 yr	
	HOURLY - AFTER	209.10	
	HOLIDAY	369.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		



ELEVATOR MAINTENACE BID OPENING

9-Aug-17

[illegible]

RESOLUTION # 17- 63

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
ELEVATOR MAINTENANCE SERVICES

DEPTFORD PARK APARTMENTS

BRANDYWINE ELEVATORS

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 has solicited bids prepared in accordance with a Local Public Contracts Law (*N.J.S.A 40a:11-1 et seq*) for elevator maintenance services and has reviewed said bids: and

WHEREAS, the lowest responsible bid for such services is **Brandywine Elevators** at a cost of **\$1535.00 per year** and is proper and responsive to the specifications provided; and

WHEREAS, the bid accepted will be for two (2) years with the option, by the HAGC, to extend the contract with the proposer for two additional one(1) year terms (*N.J.S.A. 40A:11-15*).

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; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for Elevator Maintenance Services, in accordance with the quote received and the tabulation attached hereto for the contract amount of **\$1535.00 per year**, subject to receipt of required documentation and check of references.

ADOPTED at the Meeting of the Housing Authority of Gloucester County, held on the 23rd of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017



ELEVATOR BID TABS - DEPTFORD PARK - RFP 17-023

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
 AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
S.J. Elev.	ANNUAL	4,536.00 4,536.00 yrs	2,268.00 yr
	HOURLY - AFTER	232.50	
	HOLIDAY	310.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
Brandywine	ANNUAL	1,535.00 45	
	HOURLY - AFTER	318.00	
	HOLIDAY	374.00	
	OTHER	187.00 straight	
	MARK UP %	15%	
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		



ELEVATOR BID TABS - DEPTFORD PARK - RFP 17-023

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
Tec	ANNUAL	3,360.00	
	HOURLY - AFTER	176.00	
	HOLIDAY	252.00	
	OTHER		
	MARK UP %	15%	
	TOTAL		
East Coast Elev.	ANNUAL	2,580.0045	
	HOURLY - AFTER	198.00	
	HOLIDAY	198.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
A/C	ANNUAL	2,880.0045	
	HOURLY - AFTER	361.25	
	HOLIDAY	425.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
United	ANNUAL	2,808.0045	
	HOURLY - AFTER	209.10	
	HOLIDAY	369.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		



ELEVATOR MAINTENACE BID OPENING

9-Aug-17

[illegible]

RESOLUTION # 17- 64

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR

ELEVATOR MAINTENANCE SERVICES

NANCY J. ELKIS APARTMENTS

BRANDYWINE ELEVATORS

WHEREAS, the Housing Authority of Gloucester County (HAGC), as managing agent of the Nancy J. Elks Apartments, has need for Elevator Maintenance Services at the building located at 100 Pop Moylan Blvd, Deptford, NJ; and

WHEREAS, the Housing Authority of Gloucester County has solicited bids prepared in accordance with a Local Public Contracts Law (*N.J.S.A 40a:11-1 et seq*) for elevator maintenance services and has reviewed said bids: and

WHEREAS, the lowest responsible bid for such services is with, **Brandywine Elevators** at a cost of **\$1535.00 per year** and is proper and responsive to the specifications provided; and

WHEREAS, the bid accepted will be for two (2) years with the option, by the HAGC, to extend the contract with the proposer for two additional one(1) year terms (*N.J.S.A. 40A:11-15*).

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; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for Elevator Maintenance Services, in accordance with the bid received and the tabulation attached hereto for the contract amount of **\$1535.00 per year** subject to receipt of required documentation and check of references.

ADOPTED at the Meeting of the Housing Authority of Gloucester County, held on the 23rd of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017



ELEVATOR BID TABS - NANCY J. ELKIS - 17-024

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
Tee	ANNUAL	3,360.00 yr	
	HOURLY - AFTER	176.00	
	HOLIDAY	252.00	
	OTHER		
	MARK UP %	15%	
	TOTAL		
East Coast	ANNUAL	2,580.00 yr	
	HOURLY - AFTER	198.00	
	HOLIDAY	198.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
Ace	ANNUAL	2,880.00 yr	
	HOURLY - AFTER	361.25	
	HOLIDAY	425.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
United	ANNUAL	2,808.00 yr	
	HOURLY - AFTER	209.10	
	HOLIDAY	369.10	
	OTHER		
	MARK UP %	10%	
	TOTAL		

ELEVATOR BID TABS - NANCY J. ELKIS - 17-024



PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
S.J. Elev.	ANNUAL	2,268.00 yr	
	HOURLY - AFTER	232.50	
	HOLIDAY	310.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
Brandywine	ANNUAL	1,535.00 yr	
	HOURLY - AFTER	318.00	
	HOLIDAY	374.00	
	OTHER	187.00 straight	
	MARK UP %	15%	
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		

ELEVATOR MAINTENACE BID OPENING

9-Aug-17

[illegible]

RESOLUTION # 17- 65

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
ELEVATOR MAINTENANCE SERVICES

COLONIAL PARK APARTMENTS

BRANDYWINE ELEVATORS

WHEREAS, the Seniors Housing Development Corporation with the Housing Authority of Gloucester County (HAGC), as managing agent, has need for Elevator Maintenance Services at the Colonial Park Apartments building located at 401 S. Evergreen Avenue, Woodbury, NJ ; and

WHEREAS, the Housing Authority of Gloucester County has solicited bids prepared in accordance with a Local Public Contracts Law (*N.J.S.A 40a:11-1 et seq*) for elevator maintenance services and has reviewed said bids: and

WHEREAS, the lowest responsible bid for such services is with, **Brandywine Elevators** at a cost of **\$1535.50 per year** and is proper and responsive to the specifications provided; and

WHEREAS, the bid accepted will be for two (2) years with the option, by the HAGC, to extend the contract with the proposer for two additional one(1) year terms (*N.J.S.A. 40A:11-15*).

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; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for Elevator Maintenance Services, in accordance with the bid received and the tabulation attached hereto for the contract amount of **\$1535.50 per year** subject to receipt of required documentation and check of references.

ADOPTED at the Meeting of the Housing Authority of Gloucester County, held on the 23rd of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017



ELEVATOR BID TABS - COLONIAL PARK - RFP 17-021

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
S.J. Elev.	ANNUAL	2,268.00 yr	
	HOURLY - AFTER	232.50	
	HOLIDAY	310.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
Brandywine	ANNUAL	1,535.50	
	HOURLY - AFTER	318.00	
	HOLIDAY	374.00	
	OTHER	187.00 Straight	
	MARK UP %	15%	
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		



ELEVATOR BID TABS - COLONIAL PARK - RFP 17-021

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
Tee Elev.	ANNUAL	3,360.00 yr	
	HOURLY - AFTER	170.00	
	HOLIDAY	252.00	
	OTHER		
	MARK UP %	15%	
	TOTAL		
East Coast Elev.	ANNUAL	5,160.00 245	2580.00 yr
	HOURLY - AFTER	198.00	
	HOLIDAY	198.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
Ace	ANNUAL	2,880.00 yr	
	HOURLY - AFTER	361.25	
	HOLIDAY	425.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
United	ANNUAL	2,808.00 yr	
	HOURLY - AFTER	209.10	
	HOLIDAY	369.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		



ELEVATOR MAINTENACE BID OPENING

9-Aug-17

[illegible]

RESOLUTION # 17- 66

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR

ELEVATOR MAINTENANCE SERVICES

SHEPHERD'S FARM SENIOR HOUSING

BRANDYWINE ELEVATORS

WHEREAS, the Housing Authority of Gloucester County (HAGC), as managing agent of Shepherd's Farm Senior Housing has need for Elevator Maintenance Services at the building located at 981 Grove Road, West Deptford, NJ: and

WHEREAS, the Housing Authority of Gloucester County has solicited bids prepared in accordance with a Local Public Contracts Law (*N.J.S.A 40a:11-1 et seq*) for elevator maintenance services and has reviewed said bids: and

WHEREAS, the lowest responsible bid for such services is with, **Brandywine Elevators** at a cost of **\$1535.00 per year** and is proper and responsive to the specifications provided; and

WHEREAS, the bid accepted will be for two (2) years with the option, by the HAGC, to extend the contract with the proposer for two additional one(1) year terms (*N.J.S.A. 40A:11-15*).

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; and

IT IS FURTHER RESOLVED that the Executive Director be and is hereby authorized to execute a contract for Elevator Maintenance Services, in accordance with the bid received and the tabulation attached hereto for the contract amount of **\$1535.00 per year**, subject to receipt of required documentation and check of references.

ADOPTED at the Meeting of the Housing Authority of Gloucester County, held on the 23rd of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017



ELEVATOR BID TABS - SHEPHERD'S FARM - RFP 17-025

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
S.S. Elev	ANNUAL	4,536.00 245 268.00 yr	
	HOURLY - AFTER	232.50	
	HOLIDAY	310.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
Brandy wine	ANNUAL	1,535.00 yr	
	HOURLY - AFTER	318.00	
	HOLIDAY	374.00	
	OTHER	187.00 straight	
	MARK UP %	15%	
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		
	ANNUAL		
	HOURLY - AFTER		
	HOLIDAY		
	OTHER		
	MARK UP %		
	TOTAL		



ELEVATOR BID TABS - SHEPHERD'S FARM - RFP 17-025

PROPOSAL OPENING: WEDNESDAY, AUGUST 9, 2017 @ 2:00 P.M.
AT NANCY J. ELKIS, 100 POP MOYLAN, BOULEVARD, DEPTFORD, NEW JERSEY 08096

BIDDER		AMOUNT OF PROPOSAL	COMMENTS
Tec	ANNUAL	3,360.00	
	HOURLY - AFTER	176.00	
	HOLIDAY	252.00	
	OTHER		
	MARK UP %	15%	
	TOTAL		
East Coast	ANNUAL	2,580.00 yr	
	HOURLY - AFTER	198.00	
	HOLIDAY	198.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
Ace	ANNUAL	2,880.00 yr	
	HOURLY - AFTER	361.25	
	HOLIDAY	425.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		
United	ANNUAL	2,808.00 yr	
	HOURLY - AFTER	209.10	
	HOLIDAY	369.00	
	OTHER		
	MARK UP %	10%	
	TOTAL		

ELEVATOR MAINTENACE BID OPENING

9-Aug-17

[illegible]

RESOLUTION # 17-67

**RESOLUTION AUTHORIZING A CHANGE ORDER FOR
REPAIRING AND SEALCOATING OF ASPHALT PARKING AREAS
204-3 PROJECT: CARINO PARK APARTMENTS**

RUSLING PAVING

WHEREAS, the Housing Authority of Gloucester County requires additional work for repairing and sealcoating of asphalt parking areas at its 204-3 Project known as Carino Park Apartments; and

WHEREAS, after the receipt of bids and award of project, there was an underground electrical issue requiring the trenching of the parking lot to replace conduit and wiring for site lighting; and

WHEREAS, the original scope of work was for 1,383 square feet of area to be milled and patched, the repair increased to 2,971 square feet to be milled and patched; and

NOW, THEREFORE, BE IT RESOLVED by the Housing Authority of Gloucester County that the change order of **RUSLING PAVING** for the increased square footage in the amount of **\$6352.00**, be and is hereby accepted.; and

IT IS FURTHER RESOLVED that the Executive Director is hereby authorized to execute a change order for repair and sealcoating of asphalt parking areas at its 204-3 Project known as Carino Park Apartments, in accordance with the documentation attached hereto.

ADOPTED at a regular meeting of the Housing Authority of Gloucester County, held on the 23rd of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST

KIMBERLY GOBER, SECRETARY

DATE: AUGUST 23, 2017



Request for Resolution

Re: **IFB 17-009 Repair and Sealcoat Paving Areas**

Date: 7.20.2017

From: Ron Bernardini

The contract between **Rusling Paving** and the Housing Authority required additional work. After the receipt of bids and the award of the project there was an underground electrical issue that developed. It required the trenching of the parking lot to replace conduit and wiring for site lighting.

Due to this emergency work the repair of the paving was postponed until the electrical work was completed in order not to have to redo the paving repairs for the trenching.

The original scope of work defined in the bid package was for 1,383 SF of area to be milled and patched. The repair area increased to 2,971 SF causing an additional 1,588 SF beyond the original contract. As a part of their bid they submitted a unit cost of \$4.00 per square foot should additional work be required.

Attached is the change order for **Rusling Paving** in the amount of \$6,352.00 for the difference.

Housing Authority of Gloucester County

rev. Dec. 2009 Form CO 1 <small>(Previous Editions are Obsolete)</small>	Please Type or Print Legibly <h2 style="margin: 0;">CHANGE ORDER</h2> (FOR CONSTRUCTION CONTRACTS)	Contract Number FINANCE DEPARTMENT
Contractor/Supplier (Name & Address) Rustling Paving & Concrete LLC 8100th St Ewing NJ 08638		Original Contract Date 5/1/17 Change Order Number 1
Project Name and Number Casino Park Apartments IFB 17-009		Date of Change Order 7/3/17
Contract Type/Description		Work Item No. (if any)
Description of Change Order: 1. Additional asphalt repairs 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15.		Amount 6352.—
Total for this Change Order		6352.—
Statement of Justification for change: Parking lot required additional repairs to repair		
CONDITIONS: A. The aforementioned change, and work affected thereby, are subject to all contract stipulations and covenants. B. The rights of the Authority/Contracting Unit are not prejudiced. C. All claims against the Authority which are incidental to or as a consequence of the aforementioned change are satisfied.		Original Contract Amount: 15,500 Net Change by Previous Change Orders: — Other: — Contract Amount Prior to this C.O.: 15,500 This Change Order Amount: 6,352 Revised Contract Amount: 21,852
TIME ADJUSTMENT (if any)		
CONTRACTOR'S ACCEPTANCE <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> SIGNATURE Robert Libert PRINTED NAME </div> <div style="text-align: center;"> 7/12/17 DATE member TITLE </div> </div>		ARCHITECT / ENGINEER APPROVAL <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> SIGNATURE PRINTED NAME TITLE </div> <div style="text-align: center;"> DATE Architect TITLE </div> </div>
PHA / PROJECT MANAGEMENT APPROVAL <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> SIGNATURE PRINTED NAME TITLE </div> <div style="text-align: center;"> DATE TITLE </div> </div>		PHA / CONTRACTING OFFICER APPROVAL <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> SIGNATURE PRINTED NAME TITLE </div> <div style="text-align: center;"> DATE TITLE </div> </div>
PHA / JOB COORDINATOR APPROVAL <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> SIGNATURE PRINTED NAME TITLE </div> <div style="text-align: center;"> DATE TITLE </div> </div>		DOCUMENT DISTRIBUTION <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> PHA - Project File <input type="checkbox"/> PHA - Contracting Officer <input type="checkbox"/> PHA - Finance Department <input type="checkbox"/> HUD <input type="checkbox"/> Other: </div> <div> <input type="checkbox"/> Contractor <input type="checkbox"/> Architect/Engineer </div> </div>

RESOLUTION # 17-68

**RESOLUTION ACKNOWLEDGING
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	PROPERTY MANAGEMENT AIDE	\$300
ADMINISTRATION	ADMINISTRATIVE ASSISTANT	\$300
ROSS GRANT	RESIDENT RELATIONS	\$300
SHEPHERD'S FARM	BUILDING SUPERINTENDANT	\$300
NANCY ELKIS	BUILDING SUPERINTENDANT	\$300
COLONIAL PARK	BUILDING SUPERINTENDANT	\$300
DEPTFORD PARK	BUILDING SUPERINTENDANT	\$300
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.

RESOLUTION # 17- 69

**RESOLUTION REJECTING THE BIDS FOR
CARPET INSTALLATION
FOR VARIOUS MANAGED PROPERTIES OF
THE HOUSING AUTHORITY OF GLOUCESTER COUNTY**

WHEREAS, the Housing Authority of Gloucester County ("HAGC") administers a single family scattered site housing project, and owns and manages certain high-rise apartment buildings, which provides low income housing for elderly, disabled and families, under the public housing program; and

WHEREAS, the Executive Director has received sealed bids for the installation of Carpet for the various managed properties of the HAGC, after due notice and advertisement, and after reviewing them has deemed to see fit to reject all said bids; and

WHEREAS, *NJSA 40A:11-13.2*, Rejection of bid states that "A contracting unit may reject all bids if the lowest bid substantially exceeds the cost estimate for the goods or services." and

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County that all proposals received for CARPET INSTALLATION OF VARIOUS MANAGED PROPERTIES be rejected and rebid in accordance with the requirements of the local Public Contracts Law; and

BE IT FURTHER RESOLVED that a brief notice stating the nature of the rejection and this resolution are on file and available for public inspection in the office of the Executive Director and shall be published once in the Gloucester County Times pursuant to the requirements of the local Public Contracts Law.

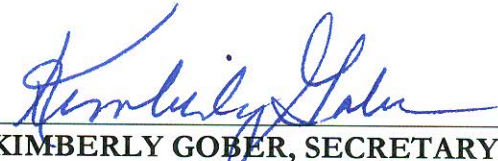
ADOPTED at a regular Meeting of the Housing Authority of Gloucester County, held on the 23RD day of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

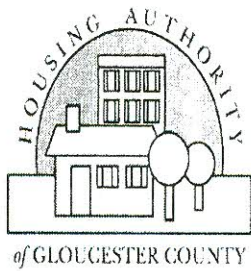
BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

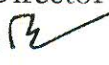
ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017



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

TO: Kimberly Gober
Executive Director
FROM: Paul Letizia 
AHO, Director
DATE: 8/16/2017
RE: IFB 17-020A
Carpet Contract

Kim,

I have attached the only response HAGC received in response to the above IFB. Nationwide Carpet Contracting Inc. submitted their pricing on HAGC form PO 501a. Nationwide Carpet Contracting Inc. also supplied "additional installation charges as needed" with the pricing.

After reviewing the Bid pricing, **I recommend that HAGC reject the bid due to the fact that it substantially exceeds the independent cost estimates for the goods or services.** This request for rejection is consistent with NJSA 40A:11-13.2.

Pc: file

www.hagc.org



Form PO 501a	HOUSING AUTHORITY OF GLOUCESTER COUNTY PROPOSAL/BID DETAIL SHEET	RFP/BID 17-020A
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DESCRIPTION	CARPETING REPLACEMENT FOR VARIOUS SITES ON AN AS NEEDED BASIS- REVISION
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PROPOSER/ BIDDER NAME:	<i>Nationwide Carpet Contracting Inc</i>
---------------------------	--

PROPOSED/BID PRICING:

	GOODS OR SERVICES AND/OR LOCATIONS		
Unit Price #4	PROVIDE LABOR AND MATERIALS (CARPET ONLY PRICE PER SQUARE YARD) TO THE INDIVIDUAL HOUSING UNITS FOR THE SCATTERED HOUSING AND EQUAL HOUSING OPPORTUNITY UNITS.		
	(Type 1, Class 1, Cut Pile BCF Polypropylene 32 ounce)		
Unit Price #4	Price per Square Yard	<i>carpet & labor</i>	<i>\$16.70 sy</i>
	<i>Sixteen dollars and seventy cents per square yard to install</i>		
	(Bid Amount in Words)		
Unit Price #5	PROVIDE LABOR AND MATERIALS (PADDING ONLY PRICE PER SQUARE YARD) TO THE INDIVIDUAL HOUSING UNITS FOR THE SCATTERED HOUSING AND EQUAL HOUSING OPPORTUNITY UNITS.		
	(7/16" Bonded Foam Cushion)		
Unit Price #5	Price per Square Yard		<i>\$2.25 sy</i>
	<i>Two dollars and twenty five cents per square yard</i>		
	(Bid Amount in Words)		
Unit Price #6	PROVIDE LABOR TO RIP UP AND REMOVE FROM SITE (CARPET AND PADDING AND DIRECT GLUE DOWN TO THE HANDICAP UNITS) FOR DEPTFORD PARK, CARINO PARK NANCY J. ELKIS SENIOR HOUSING, COLONIAL PARK, SHEPHERD'S FARM, INDIVIDUAL HOUSING UNITS, AND EQUAL HOUSING OPPORTUNITY UNITS.		
Unit Price #6	Price per Square Yard	<i>glue down / tackless</i>	<i>\$2.25 sy</i>
	<i>Two dollars and twenty five cents per sq yd.</i>		
	(Bid Amount in Words)	<i>Rubber backs rip up. \$3.50 sy yd</i>	<i>Three dollars and 50 cents</i>
	<i>Remove from job site. 2.00 sq yd per sq yd.</i>		
	<i>Two dollars per square yard</i>		

<i>Please see attached sheet for extras if needed</i>

I have read, understand and agree to all terms, conditions, and specifications set forth in this Request For Proposal / Invitation for Bid, including all addenda.

SUBMITTED BY:	<i>Carl D. Shaffer</i>	DATE:	<i>8-11-17</i>
PRINT NAME & TITLE:	<i>Carl D. Shaffer III vice pres. duty</i>		

Nationwide Carpet Contracting Inc.

995 Sicklerville Road

Sicklerville, NJ 08081

856-629-3966



Additional installation charges as needed



Service			Price			
Rip up of rubberback carpet			3.50 sy			
Rip up vinyl flooring			1.75 sq. ft			
Rip up gluedown or tackless			2.25 sy			
Haul away existing carpet			2.00 sy			
Furniture move and replace			2.25 sy			
Cove base 4 "			2.00 lin ft			
Reducer			\$15.00 each			
Minimum charge for under 40 yds			200.00			
Upholstered steps			\$20.00 per step			
Spindles			2.00 each			
Cap work			2.00 lin ft			
Appliances move and replace			20.00 each			
Sub floor (supply and install)			1.50 sf			
1/4 round (supply and install)			2.00 lin ft			

RESOLUTION #17-71

**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 August 23rd, 2017 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 _____
PENDING LITIGATION INVOLVING A TENANT RESIDING
IN DEPTFORD PARK / PDDR AIR QUALITY IS THE COMPLAINT
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 IT'S PUBLIC MEETING HELD ON AUGUST 23RD , 2017.

ADOPTED at the Regular Meeting of the Board of Commissioners held on the 23rd day of August 2017.

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W BAIN, JR. , CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017

RESOLUTION #17- 70
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 Rental Certificate/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 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 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 with the Department of HUD an application to continue funding the salary for one (1) renewal position *and* one (1) new position of Housing Choice Vouchers FSS Program Coordinators for one year; and

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 23rd day of August, 2017.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: _____

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY

DATED: AUGUST 23, 2017