

RESOLUTION # 18-01

**RESOLUTION AUTHORIZING THE HAGC TO COMPILE, PREPARE, & SUBMIT
INFORMATION IN ACCORDANCE WITH SECTION 8 MANAGEMENT
ASSESSMENT PROGRAM (SEMAP) FY 2017**

**THE HOUSING AUTHORITY OF GLOUCESTER COUNTY
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, the U.S. Dept. of Housing & Urban Development has formally mandated an annual Section 8 Management and Assessment Program (SEMAP) for each Housing Authority, administering a Section 8 Housing Choice Voucher Program, in the United States and the criteria for measuring Section 8 performance has been established by HUD UNDER 24 CFR Part 985; and

WHEREAS, the Section 8 Management Assessment Program (SEMAP) is the primary evaluation tool the U.S. Department of Housing and Urban Development (HUD) uses to evaluate performance by each local Housing Authority administering a Section 8 Housing Choice Voucher Program; and

WHEREAS, SEMAP is an annual reporting requirement, due 60 days after the end of the fiscal year; and

WHEREAS, the Housing Authority of Gloucester County has to conduct an assessment of the Section 8 Housing Program at the HAGC consistent with the performance criteria set forth in the aforementioned rules; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Housing Authority of Gloucester County authorizes the Executive Director and/or her designee to take all necessary actions to compile, and prepare accurate and complete information in the preparation and electronic submission of the 2017 SEMAP report; and

IT IS FURTHER RESOLVED that the Executive Director has authority to make technical correction to the SEMAP Report as the situation may require and file with the Board of Commissioners and electronically submit to the Dept. of HUD updated copies of the SEMAP Report as they are prepared.

This Resolution is effective immediately.


ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 17TH OF JANUARY, 2018

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: JANUARY 17TH, 2018

RESOLUTION # 18-02

RESOLUTION AUTHORIZING THE HAGC TO COMPILE, PREPARE, & SUBMIT
INFORMATION IN ACCORDANCE WITH SECTION 8 MANAGEMENT
ASSESSMENT PROGRAM (SEMAP) FY 2017

**THE HOUSING AUTHORITY OF THE BOROUGH OF GLASSBORO
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, the U.S. Dept. of Housing & Urban Development has formally mandated an annual Section 8 Management and Assessment Program (SEMAP) for each Housing Authority administering a Section 8 Housing Choice Voucher Program in the United States and the criteria for measuring Section 8 performance has been established by HUD UNDER 24 CFR Part 985; and

WHEREAS, the Housing Authority of Gloucester County has been contracted to administer Glassboro Housing Choice Voucher Program ("HCV Program") which include but not limited to, waiting list administration, initial tenant eligibility and rent determinations, annual and interim reexaminations, inspections, books of account, budgeting and financial reporting, and Housing and Urban Development (HUD) reporting and auditing, and such other activities as may be necessary and proper for HAGC to administer the HCV Program;

WHEREAS, the Housing Authority of Gloucester County will conduct an assessment of the Housing Authority of the Borough of Glassboro Housing Choice Vouchers administered consistent with the performance criteria set forth in the aforementioned rules; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Gloucester County authorizes the Executive Director and/or her designee to take all necessary action to compile, prepare accurate and complete information in the preparation of the 2016 SEMAP report for the Housing Authority of the Borough of Glassboro; and

IT IS FURTHER RESOLVED that the Executive Director has authority to make technical correction to the SEMAP Report as the situation may require and file with the Board of Commissioners and electronically submit to the Dept. of HUD updated copies of the SEMAP Report as they are prepared.

This Resolution is effective immediately

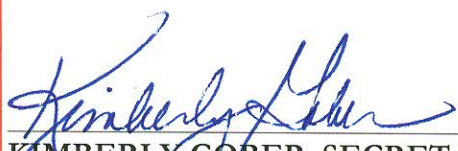
ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 17TH of January, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: JANUARY 17, 2018

RESOLUTION #18-03
RESOLUTION DESIGNATING A
PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)
THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

WHEREAS, the Housing Authority Gloucester County (HAGC) deemed a public agency by the State of New Jersey, Department of the Treasury; and

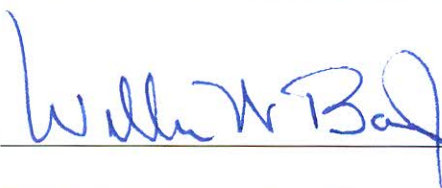
WHEREAS, every public agency is required by law to designate a Public Agency Compliance Officer (P.A.C.O.) in accordance with N.J.A.C. 17:27-3.2; and

WHEREAS, the P.A.C.O. will be the point of contact for all matters concerning implementation & administration of the legal requirements of the Equal Employment Opportunity Monitoring Program & administering contracting procedures pertaining to equal employment regarding both the GHA and its service providers.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the Borough of Glassboro does hereby appoint Kimberly Gober as its Public Agency Compliance Officer for the State of New Jersey, Department of the Treasury.

ADOPTED at a Regular Meeting of the Housing Authority of Gloucester County, held on the 17th day of January , 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:



KIMBERLY GOBER, SECRETARY

DATED: January 17, 2018

RESOLUTION # 18-04

RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR
REPLACEMENT OF VANITIES
CARINO PARK APARTMENTS
MD REMODELING

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

WHEREAS, the Housing Authority of Gloucester County has solicited bids for the replacement of said vanities 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 **MD REMODELING** at a premium of \$ 112,200.00 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 **MD REMODELING** 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 bathroom modernization of new vanities in Carino Park , in accordance with the bid received and the bid tabulation attached hereto for the contract amount of \$ \$ 112,200.00 , 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 17th day of January, 2018.

HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY: 

WILLIAM W. BAIN, JR., CHAIRMAN

ATTEST:


KIMBERLY GOBER, SECRETARY

DATED: JANUARY 17, 2018

IFB Evaluation Statement

Project: Bathroom Modernization Phase II		C	Complete																						
Number: IFB 17-029 Carino Park		I	Incomplete																						
Date: 1.10.2018		X	Missing																						
Company	Base Bid	Alt. Deduct	W-9 Form	Owner Disclosure Statement	Debarment Certification	Affidavit of Moral Integrity	Cert. for Contracts	Non Collusion Affidavit	Affirmative Action Statement	Disclosure of Lobbying	Drug-Free Workplace Affdvl.	Non Default Affidavit	Bidder's Qualification / Sub List	NJ Business Registration Cert.	NJ Public Works Registration	Iranian Investment Cert	Form 5369-A	Cert Pmt to Influence Fed	Bid Guarantee	Consent of Surety	Cert. of Insurance	General Terms & Conditions	List of Subcontractors	Receipt of Addenda	Comments
1 MD Remodeling 1531 Victory Avenue Cecil, NJ 08094	112,200.00	6,500.00	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	Complete Lowest Bid Responsive & Responsible
2 WJ Gross 495 Center Street Sewell, NJ 08080	116,675.00	5,000.00	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	Complete Second Lowest Bid Responsive & Responsible
3 Gassis Brothers Const 503 Harbor Rd Suite B Atlantic City, NJ 08401	165,000.00	12,000.00	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	Complete
4 Garozzo Scimeca Const 2922 Fries Mill Rd Williamstown NJ 08094	163,734.00	5,040.00	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	Complete Third Lowest Bid Responsive & Responsible
5 AIRisk Inc. 501 Kennedy Blvd. Somerdale, NJ 08083	170,000.00	5,250.00	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	Complete

Recommendation

MD Remodeling has the lowest responsive and responsible bid. It is recommended to award them the contract.



Bid Opening

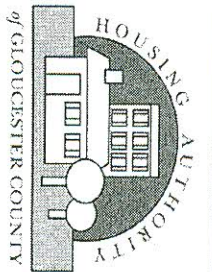
SIGN-IN SHEET

Re: Bathroom Modernization @ Carino Park

IFB 17-029

Date: January 10, 2018 @ 2 PM

Name	Company	Contact Info
Terry Gassis	GASSIS Brother Construction	609.286.9360 e.gassis@gassisglobal.com
Dom GAROZZO	GAROZZO + SCINICA	609 820 1139 GAROZZO+SCINICA.COM
William Gross	WJGross Inc	856-415-1712 WJGross@comcast.net
Edward Malinak	HAGC	
Ron Bernardini	HAGC	
NELLY ROJAS	HAGC	



Bid Tabulation Sheet
 Bathroom Modernization @ 50 Apts
 IFB 17-029
 January 10, 2018 @ 2pm

Attended by:
 Ron Bernardini
 Nelly Rojas
 Ed Malinak

Company	Base Bid	No.	Alternate Deducts	Comments
Ocean Contractors Inc.				
G/S Construction Inc.	\$ 163,734	1	\$ 5,040	
AllRisk Inc	\$ 170,000	1	\$ 350 UNIT DEDUCT	
Gassis Construction	\$ 165,000	1	\$ 1,275	
WJ Gross Inc	\$ 116,675	1	\$ 5,000	
MD REMODELING	\$ 112,200	1	\$ 6,500	

TABLED

RESOLUTION #18-05

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 January 17, 2018 at 4:30 P.M. and;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

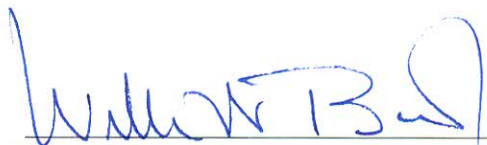
BE IT FURTHER RESOLVED that the Secretary, on the next business day following this, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by NJSA 47:1A-1 et seq.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION APPROVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF GLOUCESTER COUNTY AT ITS PUBLIC MEETING HELD ON JANUARY 17, 2018

ADOPTED at the Regular Meeting of the Board of Commissioners held on the **17TH DAY OF JANUARY, 2018.**

THE HOUSING AUTHORITY OF GLOUCESTER COUNTY

BY:


WILLIAM W BAIN, JR. , CHAIRMAN

ATTEST:

KIMBERLY GOBER, SECRETARY
DATED: JANUARY 17, 2017