

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2023-56

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE
PERIOD OF OCTOBER 20, 2023 THROUGH NOVEMBER 10, 2023.**

WHEREAS, the attached listing of Accounts Payable for the period of October 20, 2023 through November 10, 2023 was reviewed and found acceptable.

NOW, THEREFORE, BE IT RESOLVED, the Commissioners of the Housing Authority of Bergen County do hereby approve payment of all checks identified on the attached listing for the period of October 20, 2023 through November 10, 2023 in the amount of Two Hundred Ten Thousand Seven Hundred Ten Dollars and Twenty-Eight Cents (\$210,710.28).

Resolution adopted as read on motion by Commissioner Caminiti, Sr.
seconded by Commissioner English Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Joanne English-Rollieson	X			
Son Ki Min				X
Daniel Ortega	X			
Danielle Peterson	X			
Harvey Sohmer	X			

November 21, 2023
DATE



DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2023 –57

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT FOR CHANGE ORDER #2 WITH MATINA & SON, INC. FOR CHANGE ORDER TO PROVIDE ADDITIONAL SERVICES RELATED TO THE PARKING LOT EXPANSION AT DESIMONE COURT TOWNHOMES LOCATED AT 800-900 DESIMONE COURT, RAMSEY, NJ 07446.

WHEREAS, by Resolution 2022-75 the Housing Authority of Bergen County awarded Matina & Son a contract in the amount of \$292,500.00 to complete the parking lot expansion project at DeSimone Court Townhomes located 800-900 DeSimone Court, Ramsey NJ 07446; and

WHEREAS, the Housing Authority of Bergen County by resolution 2019-76 authorized the execution of a grant agreement with the County of Bergen for a Community Development Block Grant for said improvements in the amount of \$167,362; and

WHEREAS, the Housing Authority of Bergen County previously approved by Resolution 2023-41 change order number one in the amount of \$8,610 to provide addition work requested by the HABC; and

WHEREAS, Change Order #2 in the amount of \$16,734.60 is required for the removal of an existing manhole cone and riser, reset two existing manhole castings to new grade, relocation and installation of the existing fire hydrant, and the installation of an irrigation sleeve; and

WHEREAS, the sum of all change orders is equal to \$25,344.60 or 8.66% of the total contract amount; and

WHEREAS, the Director of Finance has certified that sufficient funds are available in the budget to cover these services which shall be encumbered from the operating budget at such time as services are rendered, as allowed under N.J.A.C. 5:30-5 (b)-2.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby authorize the Chairman and/or Executive Director to execute a Contract for Change Order #1 in the amount of \$16,734.60 with **Matina and Son, Inc.** to provide additional work described above to complete the expansion of the parking lot at DeSimone Court Townhomes located 800-900 DeSimone Court, Ramsey NJ 07446.

Resolution adopted as read on motion by Commissioner Caminiti, Sr. seconded by Commissioner English Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Joanne English-Rollieson	X			
Son Ki Min				X
Daniel Ortega	X			
Danielle Peterson	X			
Harvey Sohmer	X			

November 21, 2023
DATE



DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2023 –58

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING CONSULTANTS TO BE PLACED ON A LIST OF QUALIFIED CONSULTANTS FOR PROFESSIONAL SERVICES

WHEREAS, on November 3, 2023, the Authority accepted qualifications for Professional Services in the fields such as, but not limited to Architectural, Engineering, Financial, Environmental, Development & Redevelopment, Site/Civil/Geotechnical, Special Legal Advisor, Risk Management; and

WHEREAS, Twenty (20) Qualifications Proposals were received, and after careful review by the Authority’s Evaluation Committee all (20) Firms were deemed responsive, possess the professional, financial and administrative credentials and requisite capabilities, and are qualified to perform professional services for the Authority in their respective fields of expertise; and

WHEREAS, it is the recommendation of the Evaluation Committee and the Contracting Officer that the Commissioners adopt a resolution authorizing the following (20) Firms to be placed on the “List of Qualified Professional Consultants”, said list to be effective for a period of Three (3) years beginning January 1, 2024 and terminating on December 31, 2026; and

ARCHITECTURAL & ENGINEERING	FINANCIAL CONSULTANT
ARCARI & IOVINO ARCHITECTS PC	NW FINANCIAL GROUP LLC
LS ENGINEERING ASSOCIATES CORPORATION	REDEVELOPMENT CONSULTANT SERVICES
BOSWELL ENGINEERING	NEW FINANCIAL GROUP LLC
COSTA ENGINEERING CORPORATION	ENVIRONMENTAL ENGINEERING
LAN ASSOCIATES	TECHTONIC ENGINEERING
CLARK CATON HINTZ	LEGAL COUNSEL
H2M ARCHITECTS & ENGINEERS	CONVERGENT LAW LLC
T&M ASSOCIATES	ERIC M. BERNSTEIN & AOCIATES, LLC
COLLIERS ENGINEERING & DESIGN	FLORIO, KENNY, RAVAL LLP
USA ARCHITECTS	FRIEND & WENZEL
PROPERTY RESOURCES CORPORATION	INTERIOR DESIGN
INSURANCE BROKER/RISK MANAGEMENT	JOHN T. CELIO
ACRISURE	
CW SOLUTIONS INC	

WHEREAS, as specific needs are identified, Firms may be selected from the “List” at the discretion of the Authority to provide professional services, as-needed, through the issuance of engagement letters with specific requirements and terms based on the correlation between the type/complexity of the work required and the areas of specialization/expertise of the Firm; and

WHEREAS, during the effective term of the “List”, the Authority cannot guarantee a minimum or maximum volume of work, if any, for Firms on the “List”, where the fee for such engagements will be determined at the time the engagement, based on relevant hourly rates submitted with the Firm’s Proposal.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve the aforementioned Firms to be placed on the “List of Qualified Professional Consultants” for upcoming projects as set forth above.

Resolution adopted as read on motion by Commissioner Caminiti, Sr. seconded by Commissioner English Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Joanne English-Rollieson	X			
Son Ki Min				X
Daniel Ortega	X			
Danielle Peterson	X			
Harvey Sohmer	X			

November 21, 2023
DATE



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY


 DANIEL ORTEGA, CHAIRMAN

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
HACKENSACK, NEW JERSEY**

RESOLUTION 2023-59

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH JASON MAZZER PLUMBING & HEATING, LLC FOR THE PROVISION OF ROUTINE PLUMBING MAINTENANCE SERVICE & REPAIRS ON AN AS NEEDED BASIS AND WHEN NECESSARY, ALTERATION OR REPLACEMENT OF EXISTING SYSTEMS

WHEREAS, the Authority has a need for Routine Plumbing Maintenance Service and Repairs on an As Needed Basis and, when necessary, Alteration or Replacement of Existing Systems; and

WHEREAS, Solicitation No. HABC 2023.10.06-02 was drawn up according to established procedures, and was properly advertised in The Record newspaper on October 11, 2023 and on the Authority's website requesting sealed bids; and

WHEREAS, two (2) firms responded to the solicitation. These bids were reviewed to determine the lowest responsive and responsible bidder and comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.S.A. 17:27 et seq.; and

WHEREAS, the bid submitted by Jason Mazzer Plumbing & Heating, LLC has been identified as the lowest responsible bidder; and

WHEREAS, Jason Mazzer Plumbing & Heating, LLC is qualified and possesses the prerequisite experience to provide services as required under the scope of work; and

WHEREAS, it is recommended that a **Two-Year Contract** be awarded to **Jason Mazzer Plumbing & Heating, LLC, beginning December 1, 2023 and terminating on November 30, 2025 with an option to renew for One (1) Additional Year;** and

WHEREAS, the Director of Finance has certified that sufficient funds are available in the budget to cover these services on a case by case and on an as needed basis which shall be encumbered from the operating budget at such time as the services are rendered, as allowed under N.J.A.C. 5:30-5(b)-2.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners, or its designee, do hereby authorize executing a contract with **Jason Mazzer Plumbing & Heating, LLC** for the provision of **Routine Plumbing Maintenance Service & Repairs and when necessary, Alteration or Replacement of Existing Systems.**

Resolution adopted as read on motion by Commissioner Caminiti, Sr., seconded by Commissioner English Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Joanne English-Rollieson	X			
Son Ki Min				X
Daniel Ortega	X			
Danielle Peterson	X			
Harvey Sohmer	X			

November 21, 2023
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DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
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RESOLUTION 2023-60

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH TSUJ CORP. FOR THE PROVISION OF ROUTINE ELECTRICAL MAINTENANCE SERVICE & REPAIRS ON AN AS NEEDED BASIS AND WHEN NECESSARY, ALTERATION OR REPLACEMENT OF EXISTING SYSTEMS

WHEREAS, the Authority has a need for Routine Electrical Maintenance Service and Repairs on an As Needed Basis and, when necessary, Alteration or Replacement of Existing Systems; and

WHEREAS, Solicitation No. HABC 2023.10.06-01 was drawn up according to established procedures, and was properly advertised in The Record newspaper on October 11, 2023 and on the Authority's website requesting sealed bids; and

WHEREAS, two (2) firms responded to the solicitation. These bids were reviewed to determine the lowest responsive and responsible bidder and comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.S.A. 17:27 et seq.; and

WHEREAS, the bid submitted by TSUJ Corp. has been identified as the lowest responsible bidder; and

WHEREAS, TSUJ Corp. is qualified and possesses the prerequisite experience to provide services as required under the scope of work; and

WHEREAS, it is recommended that a **Two-Year Contract** be awarded to **TSUJ Corp.**, beginning **December 1, 2023 and terminating on November 30, 2025 with an option to renew for One (1) Additional Year**; and

WHEREAS, the Director of Finance has certified that sufficient funds are available in the budget to cover these services on a case by case and on an as needed basis which shall be encumbered from the operating budget at such time as the services are rendered, as allowed under N.J.A.C. 5:30-5(b)-2.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners, or its designee, do hereby authorize executing a contract with **TSUJ Corp.** for the provision of **Routine Electrical Maintenance Service & Repairs and when necessary, Alteration or Replacement of Existing Systems.**

Resolution adopted as read on motion by Commissioner Caminiti, Sr., seconded by Commissioner English Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Joanne English-Rollieson	X			
Son Ki Min				X
Daniel Ortega	X			
Danielle Peterson	X			
Harvey Sohmer	X			

November 21, 2023
DATE



DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
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RESOLUTION 2023-61

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE UTILIZATION OF EXCESS UNRESTRICTED NET POSITION OF UP TO \$2 MILLION DOLLARS TO FUND AN ANTICIPATED SHORTFALL IN HUD FUNDING FOR HOUSING ASSISTANCE PAYMENTS.

WHEREAS, the Housing Authority of Bergen County (the "Authority") has been designated as a Move To Work (MTW) agency, granting increased flexibility in the administration of its programs; and

WHEREAS, the Authority has identified a need to access up to \$2 million dollars from its unrestricted net position to support its mission and programs,

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of Bergen County that the Housing Authority of Bergen County is hereby authorized to utilize up to \$2 million dollars from its unrestricted net position for the purpose of funding an anticipated shortfall in HUD funding for Housing Assistance Payments.

Resolution adopted as read on motion by Commissioner Caminiti, Sr.
seconded by Commissioner English Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Joanne English Rollieson	X			
Son Ki Min				X
Daniel Ortega	X			
Danielle Peterson	X			
Harvey Sohmer	X			

November 21, 2023
DATE



DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
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RESOLUTION 2023-62

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING UPDATES AND CHANGES TO THE ORGANIZATIONAL CHART.

WHEREAS, the leadership of the Housing Authority of Bergen County have proposed certain changes to the HABC Organizational Chart to improve hiring potential, improve internal growth opportunities and strengthen operational needs; and

WHEREAS, the proposed changes were submitted to and approved by the Personnel Committee of the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve the proposed changes to the Housing Authority of Bergen County Organizational Chart as attached hereto.

Resolution adopted as read on motion by Commissioner Caminiti, Sr.
seconded by Commissioner English Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Joanne English Rollieson	X			
Son Ki Min				X
Daniel Ortega	X			
Danielle Peterson	X			
Harvey Sohmer	X			

November 21, 2023
DATE



DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY