

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

RESOLUTION 2015-83

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE
PERIOD OF NOVEMBER 11, 2015 THROUGH DECEMBER 8, 2015.

WHEREAS, the attached listing of Accounts Payable for the period of November 11, 2015 through December 8, 2015, 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 November 11, 2015 through December 8, 2015 in the amount of Four Hundred Eighty Seven Thousand One Hundred Seventy Nine Dollars (\$487,179.02) and Two Cents.

Resolution adopted as read on motion by Commissioner Taschler
seconded by Commissioner English Rolleson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa				✓
Joanne English Rolleson	✓			
Steven E. Kopf	✓			
Kay Nest				
Danielle Peterson				✓
Bob Taschler	✓			
Bruce E. Walenczyk	✓			

December 17, 2015
DATE

Bruce E. Walenczyk
BRUCE E. WALENCZYK, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

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

RESOLUTION 2015-84

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE
PERIOD OF NOVEMBER 11, 2015 THROUGH DECEMBER 8, 2015 FOR THE
HOUSING DEVELOPMENT CORPORATION OF BERGEN COUNTY.

WHEREAS, the attached listing of Accounts Payable for the period of November
11, 2015 through December 8, 2015 for the Housing Development Corporation of Bergen
County, 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 November 11, 2015 through December 8, 2015 in the
amount of the amount of One Hundred Forty Eight Thousand Two Hundred Fifty Three
Dollars (\$148,253.61) and Sixty One Cents.

Resolution adopted as read on motion by Commissioner Taschler
seconded by Commissioner English Rolleson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa				✓
Joanne English Rolleson	✓			
Steven E. Kopf	✓			
Kay Nest				
Danielle Peterson				✓
Bob Taschler	✓			
Bruce E. Walenczyk	✓			

December 17, 2015
DATE

Bruce E. Walenczyk
BRUCE E. WALENCZYK, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

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

RESOLUTION 2015-85

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE CHAIRMAN AND/OR EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH EXECU-TECH FOR HOUSING QUALITY STANDARD INSPECTION SERVICES AT VARIOUS LOACTIONS OWNED AND /OR MANAGED BY THE HABC FOR TWO (2) YEARS.

WHEREAS, the Purchasing Assistant of the Authority identified a need for Housing Quality Standard (HQS) Inspection Services at Various Locations owned and/or Managed by the Housing Authority of Bergen County; and

WHEREAS, Solicitation No. HABC 2015-06-02 dated June, 2015 was drawn up according to established procedures, and was properly advertised in The Record newspaper on July 31, 2015 and on the Authority's website; and

WHEREAS, a request for proposal was distributed to those who responded to the invitation through the publication; and

WHEREAS, three (3) firms responded to the solicitation by submitting proposals on August 21, 2015 as follows:

Execu-Tech, Inc.
Nan McKay & Associates, Inc.
CGI Federal

WHEREAS, the proposals were reviewed and evaluated by the Evaluation Committee who have identified Execu-Tech, Inc. as a responsive and responsible proposer whose proposal meets all of the requirements (price and other factors), of the request for proposal specifications, complies with the requirements of N.J.S.A. 10:5-3.1 et seq. and N.J.S.A. 17:27 et seq., and is the most advantageous to the Authority; and

WHEREAS, the proposals were further reviewed and evaluated by the Evaluation Committee who conducted interviews with all three (3) proposers on November 4, 2015 in order to determine which proposal meets all of the requirements (price and other factors) of the request for proposal specifications, complies with the requirements of N.J.S.A. 10:5-3.1 et seq. and N.J.S.A. 17:27 et seq., and is the most advantageous to the Authority; and

WHEREAS, all proposers agreed to extend the award date an additional 51 days to December 31, 2015; and

WHEREAS, the Purchasing Assistant confirms that the Authority has had a continued favorable working relationship with this Firm and that it is qualified and possesses the experience to satisfactorily complete this project; and

WHEREAS, it is recommended that a Contract be awarded to Execu-Tech, Inc; and

WHEREAS, it is further recommended that the Contract with Execu-Tech, Inc. shall be for a period of two (2) years at the fees listed on the attached spreadsheet, with the option at the sole discretion of the Authority to renew the contract for two (2) additional years upon expiration of the original Contract Term. The Authority shall have the option to address or negotiate adjustment in cost after termination of the original two (2) year term before renewing the contract. All multi-year Contracts (if any) shall be subject to fund availability on a yearly basis; 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.; and

WHEREAS, the Authority reserves the right to add or delete sections of the work from

the contract after the award of the proposal has been made, due to funding or other reasons; and

WHEREAS, the prices proposed for the various items of work shall not be adjusted due to the deflection of any work or due to the variations of any quantity for the various items scheduled in the proposal; and

WHEREAS, as allowed under N.J.S.A. 59.4-1 et seq. neither the Housing Authority of Bergen County nor any of its officers, directors, employees or other agents shall be liable for any injury caused by the specifications plans or design of referenced services (if any), either in its original construction or any improvement thereto, where such specifications plans or design have specifically been approved in advance of the construction by the Board of Commissioners of the Housing Authority of Bergen County or any of its officers, directors, employees or other agents exercising discretionary authority to give such approval or where such specifications plans or design are prepared in conformity with standards previously so approved; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners, or its designee, is hereby authorized to conclude, execute and deliver on behalf of the Housing Authority of Bergen County, a Contract with Execu-Tech, Inc. for the provision of Housing Quality Standard (HQS) Inspection Services at Various Locations owned and/or Managed by the Housing Authority of Bergen County at the aforementioned amount.

BE IT FURTHER RESOLVED, that: (1) the Housing Authority of Bergen County shall require that the recommended contractor comply with all terms required by the solicitation; (2) the contract is subject to approval by the Authority's funding source before a Contract shall exist; (3) the Contract shall not exist until signed by the Board of Commissioners, or its designee; and (4) if the Authority and the bidder have not mutually agreed on the terms of the Contract within Twenty One (21) days of being notified of the Contract award, and the contractor is not able or fails to enter into a Contract, then this Resolution with regard to the respective proposer shall be void, and after adopting a new Resolution, the Board of Commissioners or its designee, shall award a Contract to the next lowest responsible proposer.

Resolution adopted as read on motion by Commissioner Taschler

seconded by Commissioner English Rolleson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa				✓
Joanne English Rolleson	✓			
Steven E. Kopf	✓			
Kay Nest				
Danielle Peterson				✓
Bob Taschler	✓			
Bruce E. Walenczyk	✓			

December 17, 2015
DATE


BRUCE E. WALENCZYK, CHAIRMAN


LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

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

RESOLUTION 2015-86

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH SLADE ELEVATOR FOR ELEVATOR MAINTENANCE AND REPAIR SERVICE AT MARTIN LUTHER KING SENIOR CENTER.

WHEREAS, the Purchasing Assistant of the Authority identified a need for Elevator Maintenance & Repairs Services at Martin Luther King Senior Center, a property owned and/or managed by the Authority; and

WHEREAS, Solicitation No. HABC 2015-09-01 dated September, 2015 was drawn up according to established procedures, and was properly advertised in The Record newspaper on October 19, 2015 and on the Authority's website; and

WHEREAS, a request for a sealed bid was distributed to those who responded to the invitation through the publication; and

WHEREAS, two (2) Firms responded to the solicitation by submitting a sealed bid on November 5, 2015 as follows:

**Slade Elevator (lowest responsive & responsible bidder)
Standard Elevator Corp.**

WHEREAS, Slade Industries Inc. submitted a bid price of annual amounts in place of monthly amounts. However, it has been determined by Counsel and the Purchasing Assistant that Slade Industries Inc. has provided clear evidence of their mistake and their bid shall be considered valid; and

WHEREAS, the sealed bids were reviewed and evaluated by the Purchasing Assistant who has identified Slade Industries Inc. as the lowest responsive and responsible bidder whose bid meets all of the requirements of the bid specifications, complies with the requirements of N.J.S.A. 10:5-3.1 et seq. and N.J.S.A. 17:27 et seq., and is the most advantageous to the Authority; and

WHEREAS, the Purchasing Assistant confirms that the Authority has had a continued favorable working relationship with this contractor and they are qualified and possess the experience to satisfactorily complete these services; and

WHEREAS, it is recommended that one (1) Contract be awarded, to Slade Industries Inc.; and

WHEREAS, it is further recommended that a Contract with **Slade Industries Inc.** shall be for a period of **Two (2) years** with the option to for one (1) addition year at the sole discretion of the Authority. All multi-year Contracts (if any) shall be subject to fund availability on a yearly basis. The monthly cost for Year One (beginning January 1, 2016 and terminating December 31, 2016) is \$358.00 for a total yearly cost of \$4,296.00. The monthly cost for Year Two (beginning January 1, 2017 and terminating on December 31, 2017) is \$370.42 for a total yearly cost of \$4,445.04. The Authority, at its' sole discretion can extend the contract for one additional year (beginning January 1, 2018 and terminating on December 31, 2018) at the Monthly Cost of \$381.70 for a total yearly cost of \$4,580.40; and

WHEREAS, the Director of Finance has certified that sufficient funds are available in the budget to cover these services on a monthly 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. Amounts in excess of \$4,296.00 for Year One, \$4,445.04 for Year Two and \$4,580.40 for Year Three will require adoption of Board Resolution authorizing the expenditure of additional funds; and

WHEREAS, the Authority reserves the right to add or delete sections of the work from the contract after the award of the bid has been made, due to funding or other reasons; and

WHEREAS, the prices bid for the various items of work shall not be adjusted due to the

deflection of any work or due to the variations of any quantity for the various items scheduled in the bid; and

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners, or its designee, is hereby authorized to conclude, execute and deliver on behalf of the Housing Authority of Bergen County, a Contract with Slade Industries Inc. for the provision of Elevator Maintenance & Repairs Services at Martin Luther King Senior Center, at the aforementioned amounts.

BE IT FURTHER RESOLVED, that: (1) the Housing Authority of Bergen County shall require that the recommended contractor complies with all terms required by the solicitation; (2) the contract is subject to approval by the Authority's funding source before the Contract shall exist; (3) the Contract shall not exist until signed by the Board of Commissioners, or its designee; and (4) if the Authority and the bidder have not mutually agreed on the terms of the Contract within Twenty One (21) days of being notified of the Contract award, and the contractor is not able or fail to enter into a Contract, then this Resolution with regard to the respective bidder shall be void, and after adopting a new Resolution, the Board of Commissioners or its designee, shall award a Contract to the next lowest responsive and responsible bidder.

Resolution adopted as read on motion by Commissioner Taschler, seconded by Commissioner English Rollieson

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa				✓
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				
Danielle Peterson				✓
Bob Taschler	✓			
Bruce E. Walenczyk	✓			

December 17, 2015
DATE

Bruce E. Walenczyk
BRUCE E. WALENCZYK, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

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

RESOLUTION 2015-87

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF BERGEN COUNTY AUTHORIZING 30 CONSULTANTS TO BE PLACED
ON A LIST OF QUALIFIED PROFESSIONAL CONSULTANTS FOR
PROFESSIONAL SERVICES.**

WHEREAS, the Purchasing Assistant of the Housing Authority of Bergen County accepted requests for qualifications and opened same on November 24, 2015, for Professional Services for upcoming projects; and

WHEREAS, thirty (30) proposals were received and carefully reviewed by the Evaluation Committee and Thirty (30) Consultants were deemed responsive, responsible & qualified to perform professional architectural, engineering and legal services for the Housing Authority of Bergen County in their respective fields of expertise on upcoming projects, as they become available; and

WHEREAS, it is the recommendation of the Purchasing Assistant that the Board of Commissioners award a resolution authorizing Thirty (30) Firms, listed as attached hereto, to be placed on the "list of qualified professional consultants" to be valid for a period of two (2) years beginning January 23, 2016 and expiring on January 22, 2018.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby authorize 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 Taschler,
seconded by Commissioner English Rollieson

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa				✓
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				
Danielle Peterson				✓
Bob Taschler	✓			
Bruce E. Walenczyk	✓			

December 17, 2015
DATE



BRUCE E. WALENCZYK, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

**HOUSING AUTHORITY OF BERGEN COUNTY
ONE BERGEN COUNTY PLAZA, FL 2
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RESOLUTION 2015-88

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF
BERGEN COUNTY ADOPTING A SCHEDULE OF THEIR MEETINGS FOR THE
YEAR 2016.**

The schedule of the regular meetings of the Board of Commissioners of the Housing Authority of Bergen County for the fourth Thursday of each month, except August, November and December, for the year 2016, is as follows:

Thursday, January 28th
Thursday, February 25th
Thursday, March 24th
Thursday, April 28th
Thursday, May 26th
Thursday, June 23rd
Thursday, July 28th
August – No Meeting
Thursday, September 22nd
Thursday, October 27th
Tuesday, November 22nd
Tuesday, December 20th

All meetings will be held at the County Administration Building, One Bergen County Plaza, 4th Floor, Room 460, The Learning Center Room, Hackensack, New Jersey, at 5:00 P.M.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby adopt the aforementioned meeting schedule for the year 2014; and

BE IT FURTHER RESOLVED, that the Commissioners of the Housing Authority of Bergen County shall receive advance notice of any cancellation of meetings by email, telephone or mail.

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

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Mark DiPisa				✓
Joanne English Rollieson	✓			
Steven E. Kopf	✓			
Kay Nest				
Danielle Peterson				✓
Bob Taschler	✓			
Bruce E. Walenczyk	✓			

December 17, 2015
DATE


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