

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

RESOLUTION 2020-46

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE
PERIOD OF MAY 15, 2020 THROUGH JUNE 17, 2020.**

WHEREAS, the attached listing of Accounts Payable for the period of May 15, 2020 through June 17, 2020 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 May 15, 2020 through June 17, 2020 in the amount of Five Hundred Sixty-Seven Thousand, Ninety-Seven Dollars and Thirty-Five Cents (\$567,097.35).

Resolution adopted as read on motion by Commissioner D'Arminio
seconded by Commissioner English-Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	x			
Angelo D'Arminio, Jr.	x			
Joanne English-Rollieson	x			
Junior Hernandez	x			
Daniel Ortega	x			
Danielle Peterson				x

June 25, 2020
DATE



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY


DANIEL ORTEGA, CHAIRMAN

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

RESOLUTION 2020-47

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE ACCOUNTS PAYABLE FOR THE PERIOD OF MAY 15, 2020 THROUGH JUNE 17, 2020 FOR THE HOUSING DEVELOPMENT CORPORATION OF BERGEN COUNTY.

WHEREAS, the attached listing of Accounts Payable for the period of May 15, 2020 through June 17, 2020 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 May 15, 2020 through June 17, 2020 in the amount of Two Hundred Twenty-Five Thousand, One Dollars and Forty-Eight Cents (\$225,001.48).

Resolution adopted as read on motion by Commissioner D'Arminio
seconded by Commissioner English-Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	x			
Angelo D'Arminio, Jr.	x			
Joanne English Rollieson	x			
Junior Hernandez	x			
Daniel Ortega	x			
Danielle Peterson				x

June 25, 2020
DATE



DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

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

RESOLUTION 2020 - 48

**RESOLUTION AUTHORIZING THE TERMINATION AND CLOSEOUT OF
THE ANNUAL CONTRIBUTION CONTRACT OF THE HOUSING
AUTHORITY OF BERGEN COUNTY FOLLOWING SUCCESSFUL
CONVERSION OF ALL PUBLIC HOUSING UNITS TO RENTAL ASSISTANCE
DEMONSTRATION**

WHEREAS, on December 13, 2016, the Housing Authority of Bergen County (the “Authority”) rehabilitated and converted 498 public housing rental units under the U.S. Department of Housing and Urban Redevelopment’s (“HUD”) Rental Assistance Demonstration Program (“RAD”) as follows: (i) Boiling Springs Gardens (NJ067000001); (ii) Highland View Apartments (NJ067000002); (iii) Ramsey/Mahwah Public Housing (NJ067000003); (iv) Carucci Apartments (NJ067000004); and (v) David F. Roche Apartments (NJ067000005).

WHEREAS, in connection with the foregoing, the Housing Development Corporation of Bergen County (“HDC”) loaned the Authority Four Million Two Hundred Sixty Thousand Dollar (\$4,260,000.00) loan by HDC to the Authority in connection with the RAD Conversion; and

WHEREAS, HUD Notice PIH 2019-13 (the “HUD Notice”) –Termination and Closeout outlines the course of action necessary to successfully terminate the Public Housing Annual Contribution Contract (“ACC”) with HUD as it relates to Public Housing Agencies (“PHA(s)”); and

WHEREAS, the Authority has determined as follows:

- all of its public housing units have been converted to RAD and accordingly the Authority no longer receives operating subsidy under its ACC;
- it has no real or personal public housing property (i.e., subject to a Declaration of Trust or Declaration of Restrictive Covenants);
- there are no outstanding matters of litigation, claims, audits (including GAO, OIG and program audits), and Civil Rights matters associated with the Public Housing Program or the ACC; and
- all assurances required by HUD were included in the aforementioned RAD conversion.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE COUNTY OF BERGEN AS FOLLOWS:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. The Authority confirms (i) all of its public housing units have been converted to RAD and accordingly the Authority no longer receives operating subsidy under its ACC, (ii) it has no real or personal public housing property (i.e., subject to a Declaration of Trust or Declaration of Restrictive Covenants), (iii) there are no outstanding matters of litigation, claims, audits (including GAO, OIG and program audits), and Civil Rights matters associated with the Public Housing Program or the ACC, and (iv) all assurances required by HUD were included in the aforementioned RAD conversion.

Section 3. The Authority’s Executive Director is hereby authorized to take all action deemed necessary, useful or convenient to in connection with the termination and closeout of its Annual Contributions Contract, and all actions heretofore taken in furtherance of the foregoing are ratified.

Section 4. This resolution shall take effect immediately upon adoption.

Resolution adopted as read on motion by Commissioner D'Arminio

seconded by Commissioner English-Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Angelo D'Arminio, Jr.	X			
Joanne English-Rollieson	X			
Junior Hernandez	X			
Daniel Ortega, Chairman	X			
Danielle Peterson				X

June 25 2020

DATE



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY


 DANIEL ORTEGA, CHAIRMAN

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

RESOLUTION 2020 – 49

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING ADOPTION OF REVISIONS TO THE STATEMENT OF PROCUREMENT AND PURCHASING POLICY.

WHEREAS, in an effort to keep the Statement of Procurement and Purchasing Policy current, the Housing Authority has prepared a revised Statement of Procurement and Purchasing Policy dated September 2019 which provides updated procurement guidelines which reflect all applicable State and Federal laws and regulations, in conformance with applicable Federal and State of NJ Law; and

WHEREAS, the aforementioned statement is intended to be utilized to assist the Housing Authority in complying with both federal and state laws, and to serve as a guide when conflicts arise; and

WHEREAS, pursuant to the provisions of the Public Laws cited within the State of New Jersey the Treasurer for the State of New Jersey after consulting with the Governor, exercised the statutory authority in March 2020, pursuant to N.J.S.A. 52:34-7, to adjust the bid thresholds for awarding a contract without advertising; and

WHEREAS, the Local Public Contracts Law, N.J.S.A 40A:11-3 as of July 1, 2020 has increased the threshold for competitive bidding to \$44,000.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve revisions to the Statement of Procurement and Purchasing Policy, dated September 2019 to reflect the increase in the Bid Threshold to \$44,000 and all related thresholds are adjusted accordingly.

Resolution adopted as read on motion by Commissioner D'Arminio
seconded by Commissioner English-Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Angelo D'Arminio, Jr.	X			
Joanne English-Rollieson	X			
Junior Hernandez	X			
Daniel Ortega, Chairman	X			
Danielle Peterson				X

June 25, 2020
DATE

Daniel Ortega
DANIEL ORTEGA, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR

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

RESOLUTION 2020 – 50

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE DESIGNATION OF GERALD VOLPE, Q.P.A. AS THE PURCHASING AGENT OF RECORD FOR THE HOUSING AUTHORITY OF BERGEN.

WHEREAS, P.L. 2009, c 166 codified as N.J.S.A. 40A:11-1 et seq, supplementing and amending Chapter 11 of Title 40A o the New Jersey Statutes allows local contracting units in New Jersey to create the position of Purchasing Agent; and

WHEREAS, the Housing Authority of Bergen County created the position of Purchasing Agent and previously appointed Gerald Volpe as Purchasing Agent of Record of the Authority whose term will expire on July 31, 2020; and

WHEREAS, the Authority wishes to continue said appointment of Gerald Volpe of the firm of Governance & Fiscal Affairs, LLC as Purchasing Agent of Record for an additional 6 month period for a term that will expire on December 31, 2020 under the same terms and conditions of the initial appointment as reflected in Resolution 2020-08 and pursuant to the qualification under resolution 2019-68 with the option to renew for additional terms pursuant to the qualification solicitation authorized resolution 2019-68; and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby appoint Gerald Volpe, Q.P.A. of the firm of Governance & Fiscal Affairs, LLC certification Q-0558 as the Qualified Purchasing Agent of Record; and

BE IT FURTHER RESOLVED as follows:

1. The Purchasing Agent shall be appointed by the Board of Commissioners; and
2. The Purchasing Agent shall possess a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs; and
3. The purchasing agent shall have the authority, responsibility and accountability for the purchasing activity for the Housing Authority of Bergen County, to prepare public advertising for bids and to receive bids and requests for proposals for the provision or performance of goods, services and construction contracts on behalf of the Housing Authority of Bergen County, and to award contracts permitted through New Jersey statutes and in accordance with regulations, forms and procedures promulgated by state regulatory agencies in the name of the Housing Authority of Bergen County, and conduct any activities as may be necessary or appropriate to the purchasing function of the Housing Authority of Bergen County; and
4. The Housing Authority hereby establishes the bid threshold at \$44,000.00

Resolution adopted as read on motion by Commissioner D'Arminio
seconded by Commissioner English-Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	x			
Angelo D'Arminio, Jr.	x			
Joanne English-Rollieson	x			
Junior Hernandez	x			
Daniel Ortega, Chairman	x			
Danielle Peterson				x

June 25, 2020
DATE



DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR

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

RESOLUTION 2020 – 51

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT WITH H2M ARCHITECTS & ENGINEERS INC. FOR CHANGE ORDER #1 TO PROVIDE ADDITIONAL PROFESSIONAL ENGINEERING & ARCHITECTURAL SERVICES RELATED TO THE ACCESSIBILITY UPGRADES & PARKING LOT EXTENSION AT DESIMONE COURT TOWNHOMES LOCATED AT 800-900 DESIMONE COURT RAMSEY, NJ 07446.

WHEREAS, H2M Architects and Engineers Inc. was awarded a contract by Resolution 2019-80 in the amount of \$34,200 to provide professional engineering and architectural services for the accessibility upgrades and parking lot extension at DeSimone Court Town Homes, Ramsey, NJ; and

WHEREAS, the Borough of Ramsey requires a formal application to the Zoning Board be submitted, reviewed, and approved; and

WHEREAS, Change Order #1 in the amount of \$18,000 is the fee to provide additional services to satisfy the Borough of Ramsey’s requirements to obtain Zoning Board approval; and

WHEREAS, the Contracting Officer confirms that the Authority continues to enjoy a favorable working relationship with this firm for the past several years. They are qualified and possess the experience to satisfactorily complete the referenced; and

WHEREAS, the HABC has obtained funding through the Community Development Block Grant in the amount of \$167,362 under contract # CW-HABC-12-19, and Resolution 2019-76; and

WHEREAS, the Accounting Manager 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 Executive Director to execute a Contract for Change Order #1 in the amount of \$18,000 with **H2M Architects & Engineers, Inc.** to provide additional professional engineering & architectural services to obtain approval from the Borough of Ramsey’s zoning board.

Resolution adopted as read on motion by Commissioner D’Arminio seconded by Commissioner English-Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Angelo D’Arminio, Jr.	X			
Joanne English-Rollieson	X			
Junior Hernandez	X			
Daniel Ortega, Chairman	X			
Danielle Peterson				X

June 25, 2020
DATE

Daniel Ortega

DANIEL ORTEGA, CHAIRMAN

Lynn Bartlett

LYNN BARTLETT, EXECUTIVE DIRECTOR

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

RESOLUTION 2020 - 52

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY APPROVING THE WRITE-OFF OF UNCOLLECTED RENTS AS STATED IN THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) HANDBOOK 7511.1 FOR PUBLIC HOUSING ACCOUNTING, COLLECTION LOSSES.

WHEREAS, under the provisions of Handbook 7511.1, the Department of Housing and Urban Development (HUD) requires a board resolution to write-off the uncollected rent for the following:

HABC

Name	Building	Amount	Charges	Move Out	Comment
Choi, J.O.	Dumont	3.00	Rent	3/31/20	Nursing Home
Esposito, M.	Pal Park	124.00	Rent	11/30/19	Relocation
Battle, J.	E. Rutherford	170.76	Rent	5/31/19	Nursing Home
Chung, R.H.	E. Rutherford	77.47	Rent	10/31/19	Assisted Living
Jurkowski, F	E. Rutherford	467.90	Carpet/Paint	1/31/20	Deceased
Toth, D.	E. Rutherford	905.44	Rent	2/28/19	Collections
Seh, J.S.	Lyndhurst	499.75	Rent	4/30/19	Assisted Living
Total		2,242.32			

HABC Managed Properties

Name	Building	Amount	Charge	Move Out	Comment
Kim, S.O.	River Vale	12.00	Rent	3/27/18	Rent Error

WHEREAS, legal counsel for the Housing Authority of Bergen County has reviewed said accounts and recommended that they be closed.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County hereby approve the write-off of the uncollected rents as listed above and shall be effective as of June 25, 2020.

Resolution adopted as read on motion by Commissioner D'Arminio seconded by Commissioner English-Rollieson. Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	x			
Angelo D'Arminio, Jr.	x			
Joanne English Rollieson	x			
Junior Hernandez	x			
Daniel Ortega, Chairman	x			
Danielle Peterson				x

June 25, 2020
DATE



DANIEL ORTEGA, CHAIRMAN



LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

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

RESOLUTION 2020 - 53

RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF BERGEN COUNTY AUTHORIZING A CONTRACT WITH CITY WIDE TOWING FOR THE TOWING AND STORAGE OF UNAUTHORIZED VEHICLES AT RAMAPO BRAE TOWN HOMES LOCATED AT 1600 RAMAPO BRAE LANE, MAHWAH NJ 07430.

WHEREAS, the Housing Authority of Bergen County requires the services of a licensed towing contractor to assist in the removal and storage of unauthorized vehicles from Ramapo Brae Town Homes, located at 1600 Ramapo Brae Lane, Mahwah, NJ 07430; and

WHEREAS, the Housing Authority of Bergen County, as allowed under the Local Public Contracts Law, N.J.S.A 40A:11-1, may utilize vendors within the State of New Jersey Cooperative Purchasing Program; and

WHEREAS, City Wide Towing, Inc. located at 205 Chestnut Street Ridgewood, NJ 07450 is a State Contract vendor, contract# T2171, effective from December 1, 2019 through November 30, 2022; and

WHEREAS, City Wide Towing, Inc. agrees to perform all services and provisions required for the proper execution of these services for the amounts set forth in the State Contract; and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby authorize a contract with, City Wide Towing, Inc. for the towing and storage of unauthorized vehicles at Ramapo Brae Town Homes, located at 1600 Ramapo Brae Lane, Mahwah, NJ 07430.

Resolution adopted as read on motion by Commissioner D'Arminio
seconded by Commissioner English-Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Angelo D'Arminio, Jr.	X			
Joanne English-Rollieson	X			
Junior Hernandez	X			
Daniel Ortega, Chairman	X			
Danielle Peterson				X

June 25 2020
DATE

Daniel Ortega
DANIEL ORTEGA, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY

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

RESOLUTION 2020 - 54

**RESOLUTION BY THE COMMISSIONERS OF THE HOUSING AUTHORITY
OF BERGEN COUNTY AUTHORIZING THE ISSUANCE OF 36 PROJECT
BASED VOUCHERS FOR THE DEVELOPMENT UPPER SADDLE RIVER
SUPPORTIVE HOUSING .**

WHEREAS, the Housing Opportunity Through Modernization Act of 2016 (HOTMA) and subsequent PIH Notice 2017-21 allows the Authority to award project based voucher assistance to projects in which the Authority has an ownership interest or control without following a competitive process; and

WHEREAS, the Housing Development Corporation of Bergen County (the "Corporation") is the sole member of USR HDC Supportive Housing Urban Renewal LP, a New Jersey limited partnership formed for the purpose of receiving low income housing tax credits to develop the project; and

WHEREAS, the Housing Development Corporation of Bergen County is an instrumentality of the Housing Authority of Bergen County (the "Authority") and, among other things, undertakes, assists and facilitates affordable housing development in the County of Bergen in furtherance of and subject to the Authority's corporate purposes and approval, respectively, accordingly, the Company can be considered a related entity of the Authority; and

WHEREAS, Upper Saddle River Supportive Housing is a 70 unit affordable rental apartment project of which all 70 units will be affordable to low income families, 64 of which are age restricted, 5 of the units are for supportive housing for homeless families; and

WHEREAS, the Project meets all of the criteria established for the award of Project Based Vouchers; and

WHEREAS, the Housing Authority of Bergen County can issue a total of thirty-six (36) Project Based Vouchers to the aforementioned projects.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of Bergen County do hereby approve the issuance of 36 project based vouchers to USR HDC Upper Saddle River Urban Renewal LP for the development of Upper Saddle Supportive Housing, a 70 unit affordable housing development.

Resolution adopted as read on motion by Commissioner D'Arminio

seconded by Commissioner English-Rollieson.

Upon roll call the Ayes and Nays were as follows:

COMMISSIONERS	AYES	NAYS	ABSTAIN	ABSENT
Peter Caminiti, Sr.	X			
Angelo D'Arminio, Jr.	X			
Joanne English-Rollieson	X			
Junior Hernandez	X			
Daniel Ortega, Chairman	X			
Danielle Peterson				X

June 25 2020
DATE

Daniel Ortega
DANIEL ORTEGA, CHAIRMAN

Lynn Bartlett
LYNN BARTLETT, EXECUTIVE DIRECTOR/SECRETARY