

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451

RESOLUTION NO. 03-25-2024 (1)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
APPROVING THE BOARD MEETING MINUTES OF THE
February 26, 2024
BOARD OF COMMISSIONERS MEETING

OFFERED BY: Commissioner Lamelle
SECONDED BY: Commissioner Lee

BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF ENGLEWOOD AS FOLLOWS:

To approve the February 26, 2024, Board Meeting minutes.

Katharine Glynn
Katharine Glynn, Chairwoman

ATTEST:

Domingo Senande
Domingo Senande, Executive Director

Chairwoman Katharine Glynn
Vice Chairwoman Melvina Cobb
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Samuel Lee, Jr.
Commissioner Zackarie Lemelle

Aye
Absent
Absent
Aye
Aye
Aye

At the Board Meeting of March 25, 2024 (1) upon roll call of Commissioners present, all voted "Aye" and Resolution March 25, 2024 (1) as carried.

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RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
AUTHORIZING AWARD OF A CONTRACT TO WILLIAM KATCHEN, C.P.A. FOR
ACCOUNTING SERVICES FOR ONE YEAR WITH THE OPTION OF AN ADDITIONAL
ONE YEAR EXTENSION

RESOLUTION NO. 03-25-2024 (2)

OFFERED BY: Chairwoman Glynn
SECONDED BY: Commissioner Gurfein

WHEREAS, the Housing Authority of the City of Englewood required accounting services;
and

WHEREAS, in accordance with its procurement policy of the Housing Authority did issue
Requests for Proposals and did receive one on Thursday, February 29, 2024; and

WHEREAS, the Authority reviewed the offers and determined that **William Katchen,**
C.P.A. is a responsible firm which submitted the most advantageous offer in accordance with the
Request for Proposal; and


WHEREAS, based upon its evaluation and review of references the Housing Authority staff
recommended that **William Katchen, C.P.A.** be awarded a contract for a period of one year with the
option of an additional one-year extension in the amount of **\$54,000.00** payable in equal monthly
installments of **\$4,500.00**; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing
Authority of the City of Englewood, that a contract for accounting services for the Englewood
Housing Authority be awarded to **William Katchen, C.P.A.** for a period of one year with the option
of an additional one-year extension in the amount of **\$54,000.00** payable in equal monthly
installments of **\$4,500.00**; and

BE IT RESOLVED that legal counsel shall approve the appropriate form of contract.

ATTEST:


Domingo Senande, Executive Director


Katharine Glynn, Chairwoman

Chairwoman Katharine Glynn	<u>Aye</u>
Vice Chairwoman Melvina Cobb	<u>Absent</u>
Commissioner Raul Correa	<u>Absent</u>
Commissioner Elisha Gurfein	<u>Aye</u>
Commissioner Samuel Lee, Jr.	<u>Aye</u>
Commissioner Zackarie Lemelle	<u>Aye</u>

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RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD AUTHORIZING AWARD OF A CONTRACT TO
HYMANSON, PARNES & GIAMPAOLO, C.P.A. FOR AUDITS FOR ALL
PROPERTIES FOR A ONE YEAR PERIOD WITH THE OPTION OF AN
ADDITIONAL ONE YEAR EXTENSION

Resolution No. 03-25-2024 (3)

OFFERED BY: Commissioner Lemelle
SECONDED BY: Commissioner Lee

WHEREAS, the Housing Authority of the City of Englewood requires audits for all properties; and

WHEREAS, in accordance with its procurement policy of the Housing Authority did issue Requests for Proposals and did receive one on Thursday, February 29, 2024; and

WHEREAS, the Authority reviewed the offer and determined that HYMANSON, PARNES & GIAMPAOLO, C.P.A. is a responsible firm which submitted the most advantageous offer in accordance with the Request for Proposal; and

WHEREAS, based upon its evaluation and a review of references the Housing Authority staff recommended that HYMANSON, PARNES & GIAMPAOLO, C.P.A. be awarded a contract for a period of one year with the option of an additional one-year extension in the amount of:

E.H.M.S. -	\$ 4,275.00
Pub. Hsg./Sec. 8-	\$ 10,825.00
W.G. -	\$ 8,775.00
Total Fee:	\$ 23,875.00; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, that a contract for auditing services for Englewood Housing Authority be awarded to HYMANSON, PARNES & GIAMPAOLO, C.P.A. for a period of one year with the option of an additional one-year extension in the amount of:

E.H.M.S. -	\$ 4,275.00
Pub. Hsg./Sec. 8-	\$ 10,825.00
W.G. -	\$ 8,775.00
Total Fee:	\$ 23,875.00; and

BE IT RESOLVED that legal counsel shall approve the appropriate form of contract.

ATTEST:
Domingo Senande
Domingo Senande, Executive Director

Katharine Glynn
Katharine Glynn, Chairwoman

Chairman Katharine Glynn	<u>Aye</u>
Vice Chairwoman Melvina Cobb	<u>Absent</u>
Commissioner Raul Correa	<u>Absent</u>
Commissioner Elisha Gurfein	<u>Aye</u>
Commissioner Samuel Lee, Jr.	<u>Aye</u>
Commissioner Zackarie Lemelle	<u>Aye</u>

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RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
AUTHORIZING AWARD OF A CONTRACT TO BRESLIN & BRESLIN, P.A. FOR
LEGAL SERVICES FOR ONE YEAR WITH THE OPTION OF AN ADDITIONAL ONE
YEAR EXTENSION

RESOLUTION No. 03-25-24 (4)

OFFERED BY: Commissioner Lamelle
SECONDED BY: Commissioner Lee

WHEREAS, the Housing Authority of the City of Englewood requires legal services for the Englewood Housing Authority; and

WHEREAS, in accordance with its procurement policy of the Housing Authority did issue Requests for Proposals and did receive one on Thursday, February 29, 2024; and


WHEREAS, the Authority reviewed the offers and determined that **Breslin & Breslin, P.A.** is a responsible firm which submitted the most advantageous offer in accordance with the Request for Proposal; and

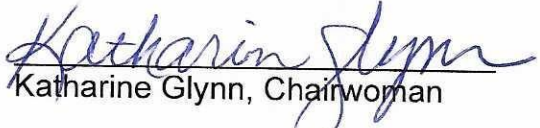
WHEREAS, based upon its evaluation and a review of references the Housing Authority staff recommends that **Breslin & Breslin, P.A.** be awarded a contract for a period of one-year with the option of an additional one-year extension in the amount of **\$47,400.00** payable in equal monthly installments of **\$3,950.00** and non-routine litigation for all counsel for the sum of **\$150.00** per hour; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioner of the Housing Authority of the City of Englewood, that a contract for legal services for the Englewood Housing Authority, be awarded to **Breslin & Breslin, P.A.** for a period of one-year with the option of an additional one-year extension in the amount of **\$47,400.00** payable in equal monthly installments of **\$3,950.00** and non-routine litigation for all counsel for the sum of **\$150.00** per hour; and

BE IT RESOLVED that legal counsel approves the appropriate form of contract.

ATTEST:


Domingo Senande
Executive Director


Katharine Glynn, Chairwoman

Chairwoman Katharine Glynn
Vice Chairwoman Melvina Cobb
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Samuel Lee, Jr.
Commissioner Zackarie Lemelle

Aye
Absent
Absent
Aye
Aye
Aye

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RESOLUTION NO. 3-25-2024 (5)

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
AUTHORIZING AWARD OF A CONTRACT TO VMG GROUP FOR
ROOF REPLACEMENT AT THE VINCENT K. TIBBS SENIOR CITIZEN BUILDING**

OFFERED BY: Chairwoman Glynn
SECONDED BY: Commissioner Lamelle

WHEREAS, the Housing Authority of the City of Englewood, requires a roof replacement due to the remnants of hurricane Ida at the Vincent K. Tibbs senior citizen building; and

WHEREAS, in accordance with its procurement policy the Housing Authority did advertise for sealed bids and did receive 12 on Wednesday, March 13, 2024; and

WHEREAS, the Authority and LAN Associates reviewed the offers and determined that **VMG Group** submitted the lowest responsible bid in the amount of:

Base bid: Roof Replacement	\$505,000.00
Unit Price #05.07-1: Masonry Repointing (Each)	\$25.00
Unit Price #05.07-2: Single Brick Replacement (Each)	\$50.00
Unit Price #05.07-3: Area Brick Replacement (Each)	\$40.00

and;

WHEREAS, based upon its evaluation and a review of references the Housing Authority staff and LAN Associates recommends that the contract be awarded to **VMG Group** for the roof replacement at the Vincent K. Tibbs senior citizen building; and


NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, that a contract for roof replacement at Vincent K. Tibbs senior citizen building be awarded to **VMG Group** in the amount of:

Base Bid: Roof Replacement	\$505,000.00
Unit Price #05.07-1: Masonry Repointing (Each)	\$25.00

Unit Price #05.07-2: Single Brick Replacement (Each)	\$50.00
Unit Price #05.07-3: Area Brick Replacement (Each)	\$40.00

and;

BE IT FURTHER RESOLVED THAT the contract has been solicited through fair and open process in accordance with N.J.S.A. 19:44 - 20.5.


Katharine Glynn, Chairwoman

ATTEST:


Domingo Senande, Executive Director

Chairwoman Katharine Glynn
Vice Chairwoman Melvina Cobb
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Samuel Lee, Jr.
Commissioner Zackarie Lemelle

Aye
Absent
Absent
Aye
Aye
Aye

At the Board Meeting of March 25, 2024 (5) upon roll call of Commissioners present, all voted "Aye" and Resolution March 25, 2024 (5) was carried.

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RESOLUTION NO. 3-25-2024 (6)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
APPROVING BILLS AND CLAIMS FOR THE PERIOD
OF
MARCH

OFFERED BY: Chairwoman Glynn
SECONDED BY: Commissioner Lamelle

WHEREAS, the bills and claims per the attached listing (voucher numbers through)

EHA Operating –	5008
E.H.M.S., Inc. –	2771
Foti –	2864
Section 8 –	15776
Westmoor Gardens –	8725

were reviewed and found acceptable as amended at the meeting.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Englewood approve disbursement and payment of all checks on the attached listing for the period of March 1st through 31st.

BE IT FURTHER RESOLVED that the Board of Commissioners of the Housing Authority of the City of Englewood approve payment of all other checks identified in the attached listing for the period of March.


Katharine Glynn, Chairwoman

ATTEST:


Domingo Senande, Executive Director

Chairwoman Katharine Glynn
Vice Chairwoman Melvina Cobb
Commissioner Raul Correa
Commissioner Elisha Gurfein
Commissioner Samuel Lee, Jr.
Commissioner Zackarie Lemelle

Aye
Absent
Absent
Aye
Aye
Aye

At the Board Meeting of March 25, 2024 (6) upon roll call of Commissioners present, all voted "Aye" and Resolution March 25, 2024 (6) as carried.