

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

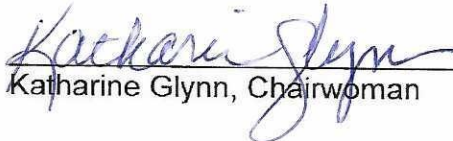
RESOLUTION NO. 11-25-2024 (1)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
APPROVING THE BOARD MEETING MINUTES OF THE
OCTOBER 28, 2024
BOARD OF COMMISSIONERS MEETING

OFFERED BY: Chairwoman Glynn
SECONDED BY: Commissioner Correa

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

To approve October 28, 2024, Board Meeting minutes.


Katharine Glynn, Chairwoman

ATTEST:


Domingo Senande, Executive Director

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

Aye
Aye
Aye
Aye
Absent

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

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RESOLUTION NO. 11-25-24 (2)

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

OFFERED BY: Chairwoman Glynn
SECONDED BY: Vice Chairwoman Cobb

WHEREAS, WILLIAM KATCHEN, C.P.A. was awarded a contract for accounting services in
RESOLUTION 3-25-2024 (2); and.

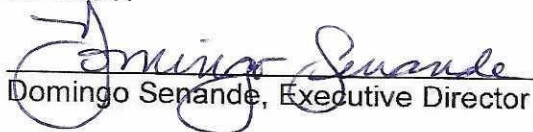
WHEREAS, based upon its evaluation and review of references, the Housing Authority staff
recommended that WILLIAM KATCHEN, C.P.A., be awarded a contract for a period of one year with
the option of an additional one-year extension in the amount of \$54,000.00 payable in equal monthly
installments of \$4,500.00;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


WHEREAS, the Executive Director, Mr. Domingo Senande, recommends that it is in the best
interest of the Housing Authority of the City of Englewood to extend WILLIAM KATCHEN, C.P.A.'s
contract for an additional year; 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 extended to WILLIAM KATCHEN, C.P.A. for an additional one year in the amount of
\$54,000.00 payable in equal monthly installments of \$4,500.00; 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 Samuel Lee, Jr.
Commissioner Zackarie Lemelle

Aye
Aye
Aye
Aye
Absent

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RESOLUTION NO. 11-25-24 (3)

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

OFFERED BY: Vice Chairwoman Cobb
SECONDED BY: Chairwoman Glynn

WHEREAS, BRESLIN & BRESLIN, P.A. was awarded a contract for the legal services in
RESOLUTION NO. 3-25-2024 (4); and

WHEREAS, based upon its evaluation and a review of references, the Housing Authority staff
recommended 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

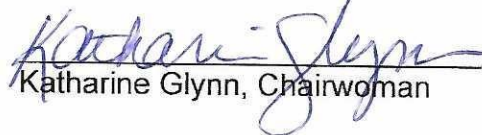
WHEREAS, the Executive Director, Mr. Domingo Senande, recommends that it is in the best interest
of Housing Authority of the City of Englewood to extend **BRESLIN & BRESLIN, P.A.'s** contract for an
additional year; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioner of the Housing Authority of
the City of Englewood, that the contract for legal services for the Englewood Housing Authority, be
extended to **Breslin & Breslin, P.A.** for an additional one year 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 Samuel Lee, Jr.
Commissioner Zackarie Lemelle

Aye
Aye
Aye
Aye
Absent

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RESOLUTION NO. 11-25-24 (4)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD AUTHORIZING
AN ADDITIONAL ONE YEAR EXTENSION OF THE CONTRACT TO HYMAMSON, PARNES &
GIAMPAOLO, C.P.A. FOR AUDIT SERVICES

OFFERED BY: Vice Chairwoman Cobb
SECONDED BY: Commissioner Correa

WHEREAS, HYMAMSON, PARNES & GIAMPAOLO, C.P.A. was awarded a contract for the audit services in RESOLUTION NO. 3-25-2024 (3); and

WHEREAS, based upon its evaluation and a review of references, the Housing Authority staff recommended that HYMAMSON, 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

WHEREAS, the Executive Director, Mr. Domingo Senande, recommends that it is in the best interest of the Housing Authority of the City of Englewood to extend HYMAMSON, PARNES & GIAMPAOLO, C.P.A.'s contract for an additional year; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioner of the Housing Authority of the City of Englewood, that the contract for audit services for the Englewood Housing Authority, be extended to HYMAMSON, PARNES & GIAMPAOLO, C.P.A. for an additional one year 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 approves the appropriate form of contract.

ATTEST:

Domingo Senande
Domingo Senande, Executive Director

Katharine Glynn
Katharine Glynn, Chairwoman

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

Aye
Aye
Aye
Aye
Absent

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RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
AUTHORIZING AN ADDITIONAL ONE YEAR EXTENSION TO GJEM INSURANCE
AGENCY INC. FOR PROFESSIONAL RISK MANAGEMENT SERVICES

RESOLUTION NO. 11-25-24 (5)

OFFERED BY: Vice Chairwoman Cobb
SECONDED BY: Chairwoman Glynn

WHEREAS, GJEM INSURANCE AGENCY, INC. was awarded a contract for professional risk management services in **RESOLUTION NO. 1-22-24 (2)**; and

WHEREAS, based upon its evaluation and review of references, the Housing Authority staff recommended that **GJEM INSURANCE AGENCY, INC.,** be awarded a contract for a one-year period with the option of an additional one-year extension with a fee amount of 6% of insurance premium; and

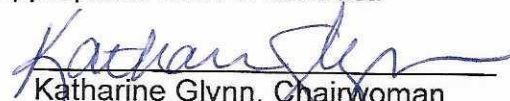
WHEREAS, the Executive Director, Mr. Domingo Senande, recommends that it is in the best interest of the Housing Authority of the City of Englewood to extend **GJEM INSURANCE AGENCY, INC.'s** contract for an additional year; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioner of the Housing Authority of the City of Englewood, that a contract for risk management services for the Englewood Housing Authority, Englewood Housing Management Services, Inc. and Westmoor Gardens, Inc. be extended to **GJEM INSURANCE AGENCY, INC.** for an additional one-year extension with a fee amount of 6% of insurance premium; and

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

ATTEST:


Domingo Senande
Executive Director


Katharine Glynn, Chairwoman

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

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

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RESOLUTION NO. 11-25-24 (6)

**RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING
AUTHORIZING CHANGE ORDERS IN THE SUM OF \$35,960.00
FOR THE CONTRACT FOR THE ELEVATOR AT VINCENT K. TIBBS SENIOR
CITIZEN BUILDING WITH CHAMPION ELEVATOR**

WHEREAS, the ENGLEWOOD HOUSING AUTHORITY (the "Authority") previously awarded a contract for the elevator at Vincent K. Tibbs senior citizen building (the "Project") to **CHAMPION ELEVATOR** for the sum of \$1,105,352.00; and

WHEREAS, change order no.12 has been submitted for the project in the following amount for the work summarized on Exhibit A attached hereto:

#A.	Addition	\$35,960.00	Change Order #12
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WHEREAS, the total additional cost for the change order is \$35,960.00 as provided in the Certification attached to this Resolution; and

WHEREAS, approval of the aforesaid change order will increase the total contract with Drill Construction Co., Inc. to \$1,141,312.00; and

WHEREAS, as per the memo dated November 7, 2024, prepared by Executive Director Senande, it is necessary to have the additional work performed due to unanticipated and unforeseen conditions of the infiltration in the PEI elevator pit discovered during the rehabilitation of the building; and

WHEREAS, the additional work needs to be done before the contracted work can be completed and as such, it is necessary to issue a change order in order to avoid a substantial increase in costs; and

NOW THEREFORE BE IT RESOLVED THAT THE BOAD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby authorizes an amendment to the contract with **CHAMPION ELEVATOR** for \$35,960.00 (Thirty-Five Thousand Nine Hundred Sixty and 00/100 Dollars) for change order no. 12 as identified in Exhibit A attached hereto.

INTRODUCED BY: Chairwoman Glynn

SECONDED BY: Vice Chairwoman Cobb

DATED: November 25, 2024


Katharine Glynn, Chairwoman

ATTEST:


Domingo Serande, Executive Director

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

Aye
Aye
Aye
Aye
Aye

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RESOLUTION NO. 11-25-24 (7)

**RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING
AUTHORIZING CHANGE ORDERS IN THE SUM OF \$58,257.50
FOR THE CONTRACT FOR GENERAL CONSTRUCTION IN THE BASEMENT, THE
FIRST FLOOR AND SIXTH FLOOR AT VINCENT K. TIBBS SENIOR CITIZEN
BUILDING WITH DRILL CONSTRUCTION CO., INC.**

WHEREAS, the ENGLEWOOD HOUSING AUTHORITY (the "Authority") previously awarded a contract for the general construction of the basement, first floor and sixth floor at Vincent K. Tibbs senior citizen building (the "Project") to Drill Construction Co., Inc. for the sum of \$6,514,000.00; and

WHEREAS, change orders nos. 24 through 29 have been submitted for the project in the following amounts for the work summarized on Exhibit A attached hereto:

#A.	Addition	\$ 6,720.30	Change Order #24
#B.	Addition	\$ 2,106.74	Change Order #25
#C.	Addition	\$ 6,960.91	Change Order #26
#D.	Addition	\$ 22,898.28	Change Order #27
#E.	Addition	\$ 12,881.65	Change Order #28
#F.	Addition	\$ 6,689.62	Change Order #29

WHEREAS, the total additional cost for the change orders is \$58,257.50 as provided in the Certification attached to this Resolution; and

WHEREAS, approval of the aforesaid change orders will increase the total contract with Drill Construction Co., Inc. to \$6,572,257.50; and

WHEREAS, as per the memo dated November 19, 2024, prepared by Executive Director Senande, it is necessary to have the additional work performed due to unanticipated and unforeseen conditions discovered during the rehabilitation of the building; and

WHEREAS, the additional work needs to be done before the contracted work can be completed and as such, it is necessary to issue change orders in order to avoid a substantial increase in costs; and

NOW THEREFORE BE IT RESOLVED THAT THE BOAD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby authorizes an amendment to the Contract with Drill Construction Co., Inc. for \$58,257.50 (Fifty Eight Thousand Two Hundred Fifty Seven and 50/100 Dollars) for change order nos. 24 through 29 as identified in Exhibit A attached hereto.

INTRODUCED BY: Chairwoman Glynn

SECONDED BY: Commissioner Correa

DATED: November 25, 2024


Katharine Glynn, Chairwoman

ATTEST:


Domingo Senande, Executive Director

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

Aye
Aye
Aye
Aye
Aye

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RESOLUTION NO. 11-25-2024 (8)

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

OFFERED BY: Commissioner Lemelle
SECONDED BY: Vice Chairwoman Cobb

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


EHA Operating –	5253
E.H.M.S., Inc. –	2809
Foti –	2914
Section 8 –	15920
Westmoor Gardens –	9055

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 November 1st through 30th.

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 November.


Katharine Glynn, Chairwoman

ATTEST: 
Domingo Senande, Executive Director

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

Aye
Aye
Aye
Aye
Aye

At the Board Meeting of November 25, 2024 (8) upon roll call of Commissioners present, all voted "Aye" and Resolution November 25, 2024 (8) as carried.