

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

RESOLUTION NO. 9-15-2025 (1)

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
APPROVING THE BOARD MEETING MINUTES OF THE
JULY 21, 2025
BOARD OF COMMISSIONERS MEETING

OFFERED BY: Commissioner Lee
SECONDED BY: Chairwoman Glynn

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

To approve July 21, 2025, 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 Samuel Lee, Jr.
Commissioner Zackarie Lemelle

Aye
Aye
Aye
Aye
Aye

At the Board Meeting of September 15, 2025 (1) upon roll call of
Commissioners present, all voted "Aye" and Resolution September 15, 2025 (1) as
carried.

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

RESOLUTION APPROVING THE 2026 ANNUAL PLAN

RESOLUTION NO. 9-15-25 (2)

OFFERED BY: Chairwoman Glynn
SECONDED BY: Commissioner Lemelle

WHEREAS, the Quality Housing & Work Responsibility Act of 1998 (QIHWRA) mandates that public housing authorities prepare an Annual Plan which must be submitted to the U. S. Department of Housing & Urban Development; and

WHEREAS, the Housing Authority of the City of Englewood is required to submit their Annual Plan for the fiscal year commencing on 1/1/2026; and

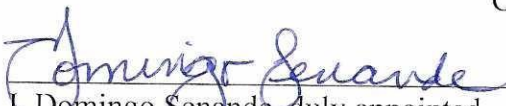
WHEREAS, the Housing Authority has complied with all aspects of QIHWRA with respect to developing the plan documents the Housing Authority has posted the plan to its website and made them available for public comments and will hold a public hearing on October 27, 2025; and

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Englewood that the Annual Plan for the fiscal year commencing 1/1/2026 be hereby approved; and

BE IT FURTHER RESOLVED that the Chairwoman and Executive Director and hereby authorized to execute the attached certification concerning compliance with applicable plan regulations.

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

Aye
Aye
Aye
Aye
Aye


I, Domingo Senande, duly appointed
Executive Director of the Housing Authority
of the City of Englewood do hereby certify
that the forgoing is a true and correct copy of
resolution adopted at a regular meeting of the
Housing Authority held on September 15,
2025 at 7:00 P.M.

Domingo Senande
Executive Director

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-8951

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD APPROVING THE ANNUAL AUDIT FOR FISCAL
YEAR 12/31/2024**

RESOLUTION NO. 9-15-25 (3)

OFFERED BY: Commissioner Lemelle
SECONDED BY: Commissioner Correa

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

WHEREAS, the Englewood Housing Authority audit per the attached copy was reviewed and was acceptable.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Englewood approves the audit for the fiscal year ending 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

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-5908
TTY: (201) 871-8951

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD APPROVING THE ANNUAL AUDIT FOR
ENGLEWOOD HOUSING MANAGEMENT SERVICES FOR
FISCAL YEAR 12/31/2024

RESOLUTION NO. 9-15-25 (4)

OFFERED BY: Chairwoman Glynn
SECONDED BY: Vice Chairwoman Cobb

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

WHEREAS, the Englewood Housing Management Services audit per the
attached copy was reviewed and was acceptable.

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners of
the Housing Authority of the City of Englewood approves the audit for the fiscal year
ending 2024.

Katharine Glynn
Katharine Glynn, Chairwoman

ATTEST:

Domingo Senande
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

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631
Tel.: (201) 871-3451 Fax: (201) 871-8951
TTY: (201) 871-8951

RESOLUTION NO. 9-15-25 (5)

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF
ENGLEWOOD AUTHORIZING THE EXECUTIVE DIRECTOR TO
ENTER INTO A STATE CONTRACT WITH SHI INTERNATIONAL
FOR THE PURCHASE OF NETWORK SWITCHES FOR THE
OFFICE UNDER STATE CONTRACT NUMBER CK04**

Offered by: Chairwoman Glynn
Seconded by: Commissioner Lemelle

WHEREAS, the Housing Authority of the City of Englewood requires the purchase of network switches for the office; and

WHEREAS, pursuant to N.J.S.A. 40A:11 – 12a the Housing Authority is authorized to purchase network switches under state contract number CK04 for the amount of;

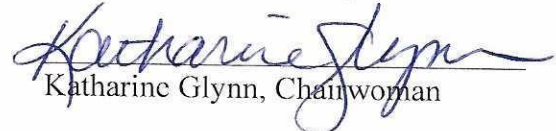
ITEM	AMOUNT
12 - Ubiquiti UniFi U7 Pro XGS - Wireless access point - Wi-Fi 7 - Wi-Fi 7 - 2.4 GHz, 5 GHz, 6 GHz - wall / ceiling mountable - for P/N: UACC-POE++-10G	\$3,464.04
4 - Ubiquiti UniFi Pro Max 48 PoE - Switch - L3 - managed - 16 x 1/2.5G (8 PoE+, 8 PoE++) + 32 x 10/100/1000 (24 PoE+, 8 PoE++) + 4 x 10 Gigabit SFP+ - rack mountable - PoE++ (720 W)	\$4,874.20
8 - Ubiquiti UACC-OM-SM-10G-D - SFP+ transceiver module - 10GbE - LC single-mode - up to 10 km - 1310 nm (pack of 2)	\$680.00
96 - StarTech.com 6in CAT6 Ethernet Cable, 10 Gigabit Snagless RJ45 650MHz 100W PoE Patch Cord, CAT 6 10GbE UTP Network Cable w/Strain Relief, White, Fluke Tested/Wiring is UL Certified/TIA - Category 6 - 24AWG (N6PATCH6INWH) - Patch cable - RJ-45 (M) to RJ-4	\$203.52
96 - StarTech.com 6in CAT6 Ethernet Cable, 10 Gigabit Snagless RJ45 650MHz 100W PoE Patch Cord, CAT 6 10GbE UTP Network Cable w/Strain Relief, Blue, Fluke Tested/Wiring is UL Certified/TIA - Category 6 - 24AWG (N6PATCH6INBL) - Patch	\$203.52

96 \$2.12 \$203.52 cable - RJ-45 (M) to RJ-45	
96 - StarTech.com 1ft CAT6 Ethernet Cable, 10 Gigabit Snagless RJ45 650MHz 100W PoE Patch Cord, CAT 6 10GbE UTP Network Cable w/Strain Relief, White, Fluke Tested/Wiring is UL Certified/TIA - Category 6 - 24AWG (N6PATCH1WH) - Patch cable - RJ-45 (M) to RJ-45	\$210.24
96 - StarTech.com 1ft CAT6 Ethernet Cable, 10 Gigabit Snagless RJ45 650MHz 100W PoE Patch Cord, CAT 6 10GbE UTP Network Cable w/Strain Relief, Blue, Fluke Tested/Wiring is UL Certified/TIA - Category 6 - 24AWG (N6PATCH1BL) - Patch cable - RJ-45 (M) to RJ-45	\$210.24
Total	\$9,845.76

WHEREAS, it is in the best interest of the Authority to purchase network switches for the office from SHI International under state contract number CK04; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood authorizes the Executive Director to enter into a contract with SHI International under state contract number CK04 for the purchase of network switches for the office; and

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


Katharine Glynn, Chairwoman

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

Aye
Aye
Aye
Aye
Aye

ATTEST:


Domingo Senande, Executive Director

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

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF ENGLEWOOD
AUTHORIZING AWARD OF A CONTRACT TO JAVIER CONSTRUCTION, CORP.
FOR THE DEMOLITION AND RENOVATION OF 115 HUMPHREY STREET
APARTMENT B

RESOLUTION NO. 9-15-2025 (6)

OFFERED BY: Commissioner Lee
SECONDED BY: Commissioner Lemelle

WHEREAS, the Housing Authority of the City of Englewood requires the demolition and renovation of apartment B at 115 Humphrey Street; and

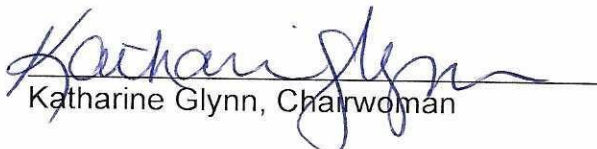
WHEREAS, in accordance with its procurement policy, the Housing Authority did solicit price quotes and did receive two on August 25, 2025; and

WHEREAS, the Authority reviewed the offers and determined that **JAVIER CONTRSTRCTION, CORP.** is a responsible firm which submitted the most advantageous offer; and

WHEREAS, based upon its evaluation and a review of references, the Housing Authority recommends that **JAVIER CONSTRUCTION, CORP.** be awarded a contract in the amount of **\$32,500.00 (Thirty-Two Thousand Five Hundred and 00/100 Dollars)** for the demolition and renovation of apartment B at 115 Humphrey Street; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the City of Englewood, hereby authorizes the Executive Director, Domingo Senande, to execute a contract for the demolition and renovation of apartment B at 115 Humphrey Street be awarded to **JAVIER CONSTRUCTION, CORP.** in the amount of **\$32,500.00 (Thirty-Two Thousand Five Hundred and 00/100 Dollars)**; and

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


Katharine Glynn, Chairwoman

Chairwoman Katharine Glynn
Vice Chairwoman Melvina Cobb

Aye
Aye

ATTEST:


Domingo Senande, Executive Director

Commissioner Raul Correa
Commissioner Samuel Lee, Jr.
Commissioner Zackarie Lemelle

Aye
Aye
Aye

ENGLEWOOD HOUSING AUTHORITY

111 WEST STREET
ENGLEWOOD, NEW JERSEY 07631
Tel (201) 871-3451

RESOLUTION NO. 9-15-25 (7)

**RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING
AUTHORIZING A CHANGE ORDER IN THE SUM OF \$18,228.71
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 order no. 47 has been submitted for the project in the following amounts for the work summarized in Exhibit A attached hereto:

#A. Additional \$18,228.71 Change Order #47

WHEREAS, the total additional cost for the change order is \$18,228.71 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 \$6,532,228.71; and

WHEREAS, as per the memo dated August 1, 2025, 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

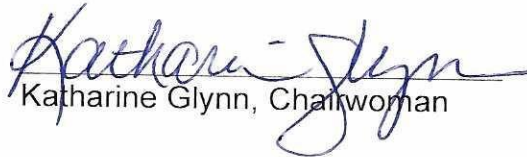
WHEREAS, the additional work needs to be done before the contracted work can be completed and as such, it is necessary to issue change orders in order to avoid a substantial increase in costs; and

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby authorizes an amendment to the Contract with Drill Construction Co., Inc. for \$18,228.71 (Eighteen Thousand Two Hundred Twenty-Eight and 71/100 Dollars) for change order no. 47 as identified in Exhibit A attached hereto.

INTRODUCED BY: Commissioner Lemelle

SECONDED BY: Vice Chairwoman Cobb

DATED: September 15, 2025


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

ENGLEWOOD HOUSING AUTHORITY

111 WEST STREET
ENGLEWOOD, NEW JERSEY 07631
Tel (201) 871-3451

RESOLUTION NO. 9-15-25 (8)

RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORIZING A CHANGE ORDER IN THE SUM OF \$ 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 order no. 48 has been submitted for the project in the following amounts for the work summarized in Exhibit A attached hereto:

#A. Additional \$15,526.14 Change Order #48

WHEREAS, the total additional cost for the change order is \$15,526.14 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 \$6,529,526.14; and

WHEREAS, as per the memo dated August 1, 2025, 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 BOARD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby authorizes an amendment to the Contract with Drill Construction Co., Inc. for \$15,526.14 (Fifteen Thousand Five Hundred Twenty-Six and 14/100 Dollars) for change order no. 48 as identified in Exhibit A attached hereto.

INTRODUCED BY: Chairwoman Glynn

SECONDED BY: Commissioner Correa

DATED: September 15, 2025


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

ENGLEWOOD HOUSING AUTHORITY

111 WEST STREET
ENGLEWOOD, NEW JERSEY 07631
Tel (201) 871-3451

RESOLUTION NO. 9-15-25 (9)

**RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING
AUTHORIZING A CHANGE ORDER IN THE SUM OF \$20,894.56
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 order no. 49 has been submitted for the project in the following amounts for the work summarized in Exhibit A attached hereto:

#A. Additional \$20,894.56 Change Order #49

WHEREAS, the total additional cost for the change order is \$20,894.56 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 \$6,534,894.56; and

WHEREAS, as per the memo dated August 11, 2025, 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 BOARD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby authorizes an amendment to the Contract with Drill Construction Co., Inc. for \$20,894.56 (Twenty Thousand Eight Hundred Ninety-Four and 56/100 Dollars) for change order no. 49 as identified in Exhibit A attached hereto.

INTRODUCED BY: Commissioner Lee

SECONDED BY: Chairwoman Glynn

DATED: September 15, 2025


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

ENGLEWOOD HOUSING AUTHORITY

111 WEST STREET
ENGLEWOOD, NEW JERSEY 07631
Tel (201) 871-3451

RESOLUTION NO. 9-15-25 (10)

**RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING
AUTHORIZING CHANGE ORDERS IN THE SUM OF \$21,996.08
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 order no.50 has been submitted for the project in the following amount for the work summarized in Exhibit A attached hereto:

#A. Addition \$21,996.08 Change Order #50 (Credit)

WHEREAS, there is a credit of \$21,996.08 for change order 50; and

WHEREAS, the change order is for reversal of change order no. 39 which will no longer be needed and shall be rescinded; and

WHEREAS, approval of the aforesaid change order will have no increase in the total contract with Drill Construction Co., Inc.; and

WHEREAS, as per the memo dated August 14, 2024, prepared by Executive Director Senande there is no need for additional work performed for the rehabilitation of the building; and

WHEREAS, it is necessary to issue a change order in order to inform of the credit received; and

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby authorizes an amendment to the Contract with Drill Construction Co., Inc. for a credit of \$21,996.08 (Twenty-One Thousand Nine Hundred Ninety-Six and 08/100 Dollars) for change order no. 50 as identified in Exhibit A attached hereto.

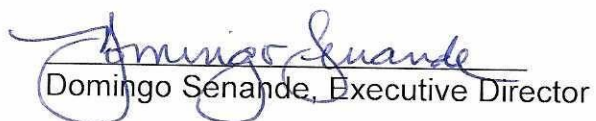
INTRODUCED BY: Chairwoman Glynn

SECONDED BY: Vice Chairwoman Cobb

DATED: September 15, 2025


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

ENGLEWOOD HOUSING AUTHORITY

111 WEST STREET
ENGLEWOOD, NEW JERSEY 07631
Tel (201) 871-3451

RESOLUTION NO. 9-15-25 (11)

**RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING
AUTHORIZING A CHANGE ORDER IN THE SUM OF \$10,957.12
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 order no. 51 has been submitted for the project in the following amounts for the work summarized in Exhibit A attached hereto:

#A. Additional \$10,957.12 Change Order #51

WHEREAS, the total additional cost for the change order is \$10,957.12 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 \$6,524,957.12; and

WHEREAS, as per the memo dated September 10, 2025, 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 BOARD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby authorizes an amendment to the Contract with Drill Construction Co., Inc. for \$10,957.12 (Ten Thousand Nine Hundred Fifty-Seven and 12/100 Dollars) for change order no. 51 as identified in Exhibit A attached hereto.

INTRODUCED BY: Vice Chairwoman Cobb

SECONDED BY: Commissioner Lee

DATED: September 15, 2025


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

ENGLEWOOD HOUSING AUTHORITY

111 WEST STREET
ENGLEWOOD, NEW JERSEY 07631
Tel (201) 871-3451

RESOLUTION NO. 9-15-25 (12)

RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORIZING A CHANGE ORDER IN THE SUM OF \$8,005.20 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 order no. 52 has been submitted for the project in the following amounts for the work summarized in Exhibit A attached hereto:

#A. Additional \$8,005.20 Change Order #52

WHEREAS, the total additional cost for the change order is \$8,005.20 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 \$6,522,005.20; and

WHEREAS, as per the memo dated September 10, 2025, 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 BOARD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby authorizes an amendment to the Contract with Drill Construction Co., Inc. for \$8,005.20 (Eight Thousand Five and 20/100 Dollars) for change order no. 52 as identified in Exhibit A attached hereto.

INTRODUCED BY: Commissioner Lee

SECONDED BY: Chairwoman Glynn

DATED: September 15, 2025


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

ENGLEWOOD HOUSING AUTHORITY

111 WEST STREET
ENGLEWOOD, NEW JERSEY 07631
Tel. (201) 871-3451

RESOLUTION NO. 9-15-25 (13)

Offered by: Commissioner Lee Seconded by: Commissioner Lemelle

RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY AUTHORIZING A CHANGE ORDER FOR THE CONTRACT FOR ARCHITECT AND ENGINEERING SERVICES WITH LAN ENGINEERING, PLANNING, ARCHITECTURE, SURVEYING, INC. WITH REGARD TO WORK RELATED TO PHASE IIIA OF THE REHABILITATION OF 111 WEST STREET

WHEREAS, the Englewood Housing Authority (the "Authority") previously awarded a contract for Architect and Engineer ("A&E") Services to LAN Engineering, Planning, Architecture, Surveying, Inc. ("LAN") for rehabilitation and renovation of Vincent K. Tibbs Senior Citizen Building relating to PHASE IIIA (preparation of contract documents) for the total sum \$383,329.00.

WHEREAS, as per the attached memo August 27, 2025, by Executive Director Domingo Senande, it is necessary to have additional A&E services performed due to unforeseen conditions discovered at the site; and

WHEREAS, as more particularly described in Schedule A attached hereto, LAN has submitted the following change orders for additional services to be performed before, or in connection with the contracted services which are so connected therewith that it is necessary to issue change orders to avoid a substantial increase in costs, as well as further delays in the completion of the job:

#11 Addition \$5,000.00

WHEREAS, the total additional cost for the services is not to exceed \$388,329.00 as provided in the Certification attached to this Resolution.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby approves the change order described in Exhibit A and authorizes an amendment to the Contract with LAN, Inc. as set forth herein for a sum not to exceed \$388,329.00.

INTRODUCED BY: Commissioner Lee

SECONDED BY: Commissioner Lemelle

DATED: September 15, 2025


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

ENGLEWOOD HOUSING AUTHORITY

111 WEST STREET
ENGLEWOOD, NEW JERSEY 07631
Tel. (201) 871-3451

RESOLUTION NO. 9-15-25 (14)

Offered by: Vice Chairwoman Cobb Seconded by: Commissioner Correa

RESOLUTION BY THE COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY AUTHORIZING A CHANGE ORDER FOR THE CONTRACT FOR ARCHITECT AND ENGINEERING SERVICES WITH LAN ENGINEERING, PLANNING, ARCHITECTURE, SURVEYING, INC. WITH REGARD TO WORK RELATED TO PHASE IIIA OF THE REHABILITATION OF 111 WEST STREET

WHEREAS, the Englewood Housing Authority (the "Authority") previously awarded a contract for Architect and Engineer ("A&E") Services to LAN Engineering, Planning, Architecture, Surveying, Inc. ("LAN") for rehabilitation and renovation of Vincent K. Tibbs Senior Citizen Building relating to PHASE IIIA (preparation of contract documents) for the total sum \$383,329.00.

WHEREAS, as per the attached memo August 26, 2025, by Executive Director Domingo Senande, it is necessary to have additional A&E services performed due to unforeseen conditions discovered at the site; and

WHEREAS, as more particularly described in Schedule A attached hereto, LAN has submitted the following change orders for additional services to be performed before, or in connection with the contracted services which are so connected therewith that it is necessary to issue change orders to avoid a substantial increase in costs, as well as further delays in the completion of the job:

#12 Addition \$11,900.00

WHEREAS, the total additional cost for the services is not to exceed \$359,229.00 as provided in the Certification attached to this Resolution.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF COMMISSIONERS OF THE ENGLEWOOD HOUSING AUTHORITY hereby approves the change order described in Exhibit A and authorizes an amendment to the Contract with LAN, Inc. as set forth herein for a sum not to exceed \$359,229.00.

INTRODUCED BY: Vice Chairwoman Cobb

SECONDED BY: Commissioner Correa

DATED: September 15, 2025


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

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

Resolution Adopting Personnel Policies and Procedures

RESOLUTION NO. 9-10-2025 (15)

OFFERED BY: Commissioner Lee

SECONDED BY: Vice Chairwoman Cobb

WHEREAS, it is the policy of Englewood Housing Authority to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act,) (the New Jersey Attorney General's guidelines with respect to Police Department personnel matters,) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Englewood Housing Authority has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREBY, BE IT RESOLVED by the Englewood Housing Authority that the Personnel Policies and Procedures Manual attached hereto is hereby adopted with extensive changes including to the following sections:

Section One: General Personnel Policies

- American with Disability Act Policy (page 7)
- Policy Against Harassment (page 10)

The following sections of the manual are mandatory per the Municipal Excess Liability (MEL) Joint Insurance Fund (JIF):

Section 3: Leaves of Absence

- Vacation Leave Policy (page 50)

Section 4: Personnel Rules and Regulations

- Acknowledgement of Receipt (page 174)

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Englewood Housing Authority officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel

services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.


BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by the Englewood Housing Authority employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the housing authority.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Englewood Housing Authority shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED that the Executive Director and all managerial/supervisory personnel are responsible for these employment practices. The Executive Director and the Housing Authority attorney shall assist the Executive Director in the implementation of the policies and procedures in this manual.

ATTEST:


Domingo Senande, Executive Director


Katharine Glynn, Chairwoman

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

Aye
Aye
Aye
Aye
Aye

ENGLEWOOD HOUSING AUTHORITY
111 West Street
Englewood, New Jersey 07631

RESOLUTION NO. 9-15-2025 (16)

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

OFFERED BY: Chairwoman Glynn
SECONDED BY: Vice Chairwoman Cobb

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

EHA Operating –	5491
E.H.M.S., Inc. –	2852
Foti –	2970
Section 8 –	16092
Westmoor Gardens –	9440

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 August 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 August.


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 September 15, 2025 (16) upon roll call of Commissioners present, all voted "Aye" and Resolution September 15, 2025 (16) as carried.

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

RESOLUTION NO. 9-15-2025 (17)

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

OFFERED BY: Chairwoman Glynn
SECONDED BY: Vice Chairwoman Cobb

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

EHA Operating –	5505
E.H.M.S., Inc. –	
Foti –	
Section 8 –	16099
Westmoor Gardens –	9449

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 September 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 list for the period of September.

Katharine Glynn
Katharine Glynn, Chairwoman

ATTEST:

Domingo Senande
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 September 15, 2025 (17) upon roll call of Commissioners present, all voted "Aye" and Resolution September 15, 2025 (17) as carried.